

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
FULL BOARD MEETING MINUTES**

January 28, 2020  
1:00 p.m.

The Alpena County Board of Commissioners met and was called to order by Vice-Chairman John Kozlowski in the Howard Male Conference Room in the County Annex building in the City of Alpena on January 28, 2020 at 1:00 p.m.

**Prayer**

Prayer was offered by Pastor Rich George of Alpena Free Methodist Church.

**Pledge of Allegiance**

Board Vice-Chairman John Kozlowski called for the Pledge of Allegiance to the Flag of the United States of America.

**Roll Call**

Roll was called, the following Commissioners were present: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson, and Kozlowski. Excused: Commissioner Adrian.

**Agenda**

Moved by Commissioner Fournier and supported by Commissioner McDonald to approve the agenda with the addition of Commissioner Marty Thomson presenting MERS information. Motion carried.

**Public Comment**

Stan Mischley gave an update on the Recycling program. He informed the board there will be a county-wide clean-up day on May 2, 2020 and is working on an electronics day for April 25, 2020.

County Clerk Bonnie Friedrichs introduced Catherine Murphy as the new Register of Deeds starting March 1, 2020.

**Consent Calendar**

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**  
Regular Session – December 17, 2019  
Organizational – January 2, 2020

**B) Insurance Committee – January 7, 2020**

ACTION ITEM #IM-1: The Committee recommends to approve to renew the terrorism insurance coverage and to authorize the chairman of the board to sign the statement of values and terrorism coverage as presented.

**C) IT Committee – January 8, 2020**

**D) Personnel Committee – January 14, 2020**

ACTION ITEM #PM-1: The Committee recommends we adopt the Alpena County Security Policy - Contracted Vendors in Secured Areas as presented.

ACTION ITEM #PM-2: The Committee recommends that the following three positions be appointed to the Airport Zoning Board of Appeals: Maintenance Superintendent or designee, Equalization Director and the Chairman of the Board. Terms will continue until otherwise voted upon.

ACTION ITEM #PM-3: The Committee recommends that Mark Hunter be appointed to the Alpena County Library Board effective immediately and to expire on 12/31/24.

ACTION ITEM #PM-4: The Committee recommends that Bob Adrian be appointed to the Northeast Michigan Community Mental Health Board effective immediately to end on 3/31/22.

**E) Airport Committee – January 16, 2020**

ACTION ITEM #AC-1: The Committee recommends the 8-month SkyWest Lease be presented to the Chairman of the Board for his signature on this, along with any other pertinent documents with the proposal of the \$4.00/sq. ft., which would then go into effect 1 October 2020.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$119.90 from line item #295-536-625 PFC Equity Fund to #295-536-805 Consulting Services to pay PAS (Primary Airport Services) Invoice #1096-13.

ACTION ITEM #AC-3: The Committee recommends the transfer of \$239.80 from line item #295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS (Primary Airport Services) Invoice #1112-05.

ACTION ITEM #AC-4: The Committee recommends the resolutions and contract from MDOT for project 3-26-0004-2419, Acquire SRE (sweeper) be presented to the Chairman of the Board for his signature on these, and any other pertinent documents.

ACTION ITEM #AC-5: The Committee recommends Pay Application 14 from Spence Brothers in the amount of \$75,012.20, for the new airport terminal, be presented to the Full Board for payment with monies coming out of line item #481-595-975.

**F) NLA Adhoc Committee – January 22, 2020**

ACTION ITEM #NLA-1: The Committee recommends to pay the upcoming invoice to Control Solutions for \$5,838.75 for the balance of the building automation upgrade at Northern Lights Arena from the County's Equipment (402) Fund rather than the Surcharge Fund, as previously approved (Board Action #17, August 27, 2019 Full-Board Meeting).

ACTION ITEM #NLA-2: The Committee recommends to approve \$1,424.74, for the billing cycle of September 1 through December 31, 2019, towards the annual NLA \$6,000.00 reimbursement deductible.

**G) Finance/Building Maintenance and Recreation Committee –**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$58,594.43	\$58,594.43

ACTION ITEM #FM-1: The Committee recommends we approve replacing the tires on the loader in the amount of \$6,460.00 from Ball Tire with monies coming out of line item #402-234-981.003 as presented.

ACTION ITEM #FM-2: The Committee recommends we approve the budget adjustment request for new flooring in the Annex Building in the amount of \$17,786.00 to be transferred into expense line item #631-266-975.126 as presented. The new flooring for the Annex Building was approved at the December 2019 Finance and Full Board meetings.

ACTION ITEM #FM-3: The Committee recommends we approve the budget adjustment request for the replacement of the filter elements and covers at the Plaza Pool in the amount of \$6,900.00 to be transferred into expense line item #631-266-975.081 as presented. The replacement of the filter elements and covers for the Plaza Pool was approved at the December 2019 Finance and Full-Board meetings.

ACTION ITEM #FM-4: The Committee recommends we approve the sealed bid proposal for purchase and installation of two Heat Exchangers at the Alpena Senior Citizens Center from Weinkauf Plumbing & Heating in the amount of \$8,093.00 and to request a budget adjustment of \$9,384.98 with monies coming out of line item #287-672-975 to cover the cost of repairs to the roof, replacement of ceiling tiles and replacement of two induct furnace heat exchangers (\$8,093.00 Weinkauf Plumbing & Heating, \$1,231.26 Meridian Contracting Services, \$60.72 Building Express) as presented.

ACTION ITEM #FM-5: The Committee recommends we approve the Equature/DSS Corporation Invoice #21128, for the yearly maintenance contract for the 911 recorder, in

the amount of \$4,152.00 with monies coming out of line item #211-325-955.004 as presented.

ACTION ITEM #FM-6: The Committee recommends we approve the West Shore Services Invoice #26746, for yearly maintenance for the warning siren, in the amount of \$3,320.00 with monies coming out of line item #101-426-932 as presented. Invoice #26746, for yearly maintenance for the warning siren, in the amount of \$3,320.00 with monies coming out of line item #101-426-932 as presented.

ACTION ITEM #FM-7: The Committee recommends we approve the Rave Mobile Safety Invoice #INV-16469, for public safety notification, in the amount of \$3,900.00 with monies coming out of line item #211-325-955.010 as presented.

ACTION ITEM #FM-8: The Committee recommends we approve the Coleman Engineering Co for yearly maintenance on 911 mapping services in the amount of \$3,500.00 with monies coming out of line item #211-325-955.006 as presented. This has had attorney review.

ACTION ITEM #FM-9: The Committee recommends we approve the BKV Group Invoice #51534, for the new jail, in the amount of \$8,110.80 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-10: The Committee recommends we approve the Granger Invoice #011182300 for payment, for the new jail, in the amount of \$158,489.50 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-11: The Committee recommends we approve the BoardBook Renewal Subscription for March 1, 2020 and ending August 31, 2020 in the amount of \$2,000 with monies coming out of line item #101-958-837 and approve the new billing cycle for BoardBook to renew the new subscription renewal date on September 1, 2020 and ending on August 31, 2021 in the amount of \$4,000 with monies coming out of line item #101-958-837.

ACTION ITEM #FM-12: The Committee recommends we approve the budget adjustment for BoardBook subscription by increasing line item #101-958-837 in the amount of \$2,750.00.

ACTION ITEM #FM-13: The Committee recommends to approve the Fourth Quarter Budget Adjustments for 2019 as presented.

ACTION ITEM #FM-14: The Committee recommends we approve the Resolution #20-02 Waive Collection Fees/Senior Citizens as presented.

ACTION ITEM #FM-15: The Committee recommends we approve the Treasurer disbursing the 2020 Budgeted Child Care Blended Funding of \$150,000.00 to the Child Care Fund.

ACTION ITEM #FM-16: The Committee recommends we approve the Treasurer disbursing the 2020 Budgeted Capital Improvement Airport Bond payment appropriation of \$103,393.00 to the Airport P&I Debt Fund.

ACTION ITEM #FM-17: The Committee recommends we authorize the Treasurer to create a new department (set of accounting numbers) within the General Fund for the new CVR Navigator Grant and to make the necessary budget adjustments moving the CVR Navigator Grant Revenue and Expenses to the new department budget.

Moved by Commissioner McRoberts and supported by Commissioner Fournier to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson, and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

**POLL #1- Repair for the Repeater and Power Supply Replacement – 911 Services**

Vice-Chairman John Kozlowski presented the Poll Action Item below for approval.

**POLL #1: Recommendation to approve the Emergency Power & Labor Repair for the Repeater and Power Supply Replacement in the amount of \$2,852.50 with monies coming from the 911 budget.**

Moved by Commissioner McRoberts and supported by Commissioner McDonald to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

**POLL #2-Timber Sale Contract for Sunken Lake Park**

Vice-Chairman John Kozlowski presented the Poll Action Item below for approval.

**POLL #2: Recommendation to approve the Alpena County Parks Commission recommendation to accept the Timber Sale Contract for Sunken Lake Park between the County and E.H. Tulgetska & Sons, Inc. commencing once approved by the board and ending on or before December 31, 2021.**

Moved by Commissioner Karschnick and supported by Commissioner Thomson to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

**POLL #3- Equalization Appraiser Vacancy**

Vice-Chairman John Kozlowski presented the Poll Action Item below for approval.

**POLL #3: Recommendation to approve Equalization Director Ted Somers be**

**authorized to post, advertise, and fill the appraiser position in his office.**

Moved by Commissioner McRoberts and supported by Commissioner Fournier to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

**POLL #4-Funds for Security Upgrades**

Vice-Chairman John Kozlowski presented the Poll Action Item below for approval.

**POLL #4: Recommendation to approve \$10,000.00 be put in a line item in the Building and Grounds Fund and used for Security Upgrades.**

Moved by Commissioner Peterson and supported by Commissioner Karschnick to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

**Huron Engineering Invoice – New Jail**

Commissioner Marty Thomson presented the Huron Engineering and Surveying, Inc Invoice #3517 REV for payment reporting this is an updated Invoice he requested they submit.

**ACTION ITEM #1: Recommendation to approve the Huron Engineering Invoice #3517 REV in the amount of \$890.00, for the new Jail project, with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.**

Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

**Resolution 2<sup>nd</sup> Amendment Sanctuary County**

Robert Powell, Chair of Michigan for 2A Sanctuary Counties, presented to the board his Resolution for 2<sup>nd</sup> Amendment recommending Alpena as a Sanctuary County and presented additional information.

Moved by Commissioner Peterson and supported by Commissioner Thomson to table this item for research with Chair and Vice-Chair consulting with legal counsel. This will be brought back to next month's Full Board meeting. Motion carried.

### **2019-2020 Hazardous Materials Emergency Preparedness Grant**

Mark Hall, Emergency Services Coordinator, presented the 2019-2020 HMEP Grant Application reporting this is reviewed annually at LEPC and has had Grant Review Committee approval.

**ACTION ITEM #2: Recommendation to approve the 2019-2020 Hazardous Material Emergency Preparedness Grant Application in the amount of \$2,050.00 with no County match. This has Grant Review Committee approval.**

Moved by Commissioner McRoberts and supported by Commissioner Peterson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

### **IT Consulting Agreement**

Commissioner Dave Karschnick presented the IT Consulting Agreement the IT Committee recommended for a 6-month extension.

**ACTION ITEM #3: Recommendation to approve 6-month Contract Extension (IT Consulting Agreement) with Jeanette Tolan in the amount of \$6,000 (\$1,000 per month) effective January 28, 2020 to August 7, 2020 upon final legal review.**

Moved by Commissioner Karschnick and supported by Commissioner Thomson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

### **MERS Defined Benefit Recommendation**

Commissioner Marty Thomson presented a MERS Defined Benefit recommendation to the board and passed out information. He reported at the December Full Board meeting action was taken to rescind motion to freeze Defined Benefits for Non-Union and Elected Officials and with no frozen plan in place the County is in a larger budget deficit than expected.

**ACTION ITEM #4: Recommendation to freeze all non-union and elected officials in the MERS DB and MERS Hybrid plan and replace with MERS DC effective 3/01/2020.**

Moved by Commissioner Thomson and supported by Commissioner Karschnick to recommend the above Action Item. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.



### **Update on Medical Examiner Services Contract**

Vice-Chairman John Kozlowski provided an update on the Medical Examiner contract with Mid Michigan ME Group reporting the contract has been completed and the attorney has reviewed. The Medical Examiner Services Contract was approved at the Full Board meeting on January 2, 2020.

Chad Esch of Bannan Funeral Home presented to the board his concerns with the current Medical Examiner Services.

### **Phelps Collins Open Mess License Letter**

Vice-Chairman John Kozlowski presented the Phelps Collins Open Mess License Letter and informed the board that they have their own insurance coverage.

**ACTION ITEM #5: Recommendation to approve the Phelps Collins Open Mess License Letter extending Lease from a 5-year Lease to a 25-year Lease as presented.**

Moved by Commissioner Fournier and supported by Commissioner Thomson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson and Kozlowski. NAYS: None. Excused: Commissioner Adrian. Motion carried.

### **Local Emergency Planning Committee (LEPC) Appointments**

Vice-Chairman John Kozlowski presented for Chairman Adrian the appointment of Commissioners John Kozlowski & Bob Adrian to the Local Emergency Planning Committee (LEPC) with Commissioner Dave Karschnick as alternate.

**ACTION ITEM #6: Recommendation to concur with the Chair's appointment of Commissioners John Kozlowski and Bob Adrian with Commissioner Dave Karschnick as alternate to the Local Emergency Planning Committee (LEPC) as presented.**

Moved by Commissioner Thomson and supported by Commissioner Peterson to approve the above Action Item as presented. Motion carried.

### **Local Planning Team (LPT) Committee Appointments**

Vice-Chairman John Kozlowski presented for Chairman Adrian the appointment of Commissioners John Kozlowski & Bob Adrian to the Local Planning Team (LPT) with Commissioner Dave Karschnick as alternate.

**ACTION ITEM #7: Recommendation to concur with the Chair's appointment of Commissioners John Kozlowski and Bob Adrian with**



**Commissioner Dave Karschnick as alternate to the Local Planning Team (LPT) as presented.**

Moved by Commissioner McRoberts and supported by Commissioner Fournier to approve the above Action Item as presented. Motion carried.

**2020 Full-Board Meeting Revised Dates & Times**

Vice-Chairman John Kozlowski presented the revised 2020 Full-Board meeting schedule for adoption.

**ACTION ITEM #8: Recommendation to adopt the 2020 Full-Board meeting dates and times as revised.**

Moved by Commissioner Fournier and supported by Commissioner Karschnick to approve the above Action Item as presented. Motion carried.

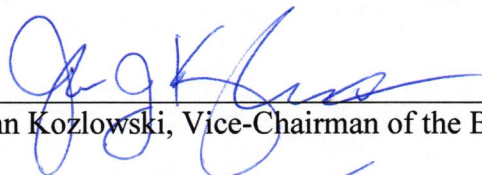
**Public Comment**

Commissioner Thomson expressed appreciation to Kathy Matash, Register of Deeds, for her service to Alpena County for 40 years.

Mark Hunter shared his concerns to the board regarding medical examiner services in Alpena County.

**Adjournment**

Moved by Commissioner Peterson and supported by Commissioner Fournier to adjourn. Motion carried. Meeting adjourned at 2:07 p.m.



John Kozlowski, Vice-Chairman of the Board



Bonnie Friedrichs, County Clerk

llb