

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, February 18, 2026 – 9:00 a.m.
Howard Male Conference Room/Zoom

Commissioners Present: Todd Britton, Chair
Brenda Fournier
Travis Konarzewski
John Kozlowski

Others Present: Jesse Osmer, County Administrator
Mick Higgins, Airport Manager
Logan Kemp, IT Director
Nick Akins, Maintenance Superintendent
Courtney Tauriainen, Fair Board
Corey Standen, Fair Board
Michelle Eagling, 4H

CALL TO ORDER

Chairman Todd Britton called the meeting to order at 9:01 a.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

APPROVE AGENDA

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

Fair Board President Courtney Tauriainen spoke about two bump and run fundraisers they would like to have. One would take place on March 14th at 2pm and the other one tentatively June 6th at 6pm. The money raised will be used for concrete in the sheep and goat barns at the fairgrounds. There would be no cost to the county. This will be added onto next week's full board meeting agenda for further discussion.

MEDIA ROOM RENOVATIONS

IT Director Logan Kemp is requesting the media room be added to the IT office to give them more space and room for expansion. A rough layout of the plans was presented. Committee members had concerns with losing the media room as members of the board, attorneys, and other individuals conduct meetings there. Chair Britton will meet with Maintenance Superintendent Nick Akins to get a better insight into the proposed project and bring the information to next week's full board meeting.

AIRPORT MONTHLY UPDATE

Airport Manager Mick Higgins gave the monthly airport update:

- Enplanement numbers are looking good for the year starting out and are up 260 over last year's enplanements.

- Contract fuel sales for January were up over last year, and retail sales were down due to the weather not being suitable for flying.
- All airport equipment is up and running.
- The construction of the T-hangars will go back out for bids. The project is still expected to begin in the spring of 2026.
- The two runway plows are on track for May 2026. There was one change with adding cameras instead of inspection ladders at no additional cost.
- The airport layout program is waiting for approval from the FAA.

AIRPORT LEASE AGREEMENT

Discussion was made regarding the Avis lease agreement that was tabled during January's full board meeting. Manager Higgins reported the lessee has been doing business there since November 2025, and the lease agreement will be backdated. Utilities do not apply to this lease as only parking spaces are currently used.

Moved by Commissioner Kozlowski and supported by Commissioner Konarzewski to recommend approval of the lease agreement with Avis Rent A Car as presented. Roll call vote was taken: AYES: Commissioners Fournier, Konarzewski, Kozlowski, and Britton. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the Airport Facility Lease Agreement with Bay Leasing and Renting; DBA Avis Rent A Car for a term backdated to November 1, 2025, continuing for one (1) year in the amount of \$1,500 per year (increasing 3% annually) with the option for an additional one (1) year extension among mutual consent of both parties as presented.

AIRPORT LEASE ASSIGNMENT

Discussion was made regarding an airport lease assignment for the purchase of one quarter of a quad hangar from Howard E. Riley Jr. to Edward (Mick) Higgins. Exhibit A is incorrect and should have been removed from the agreement. The exhibit needs to be revamped for future leases and Manager Higgins will provide a copy to the committee and show how the quads work on those hangars.

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to recommend approval of the lease assignment as presented. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the Assignment of Lease between Alpena County (Landlord), Howard E. Riley Jr. (Assignor), and Edward (Mick) Higgins (Assignee), on October 1, 2025, with respect to certain premises located at 1435 Airport Road as presented.

FAIR WEEK CAMPING

Discussion was made on temporary camping at the fairgrounds during the week of the fair. Currently, the campground is full during that week. Permits have been pulled for the past two years from the health department allowing an extra 1-19 sites. The temporary sites are rustic only, and there have been issues with individuals using power and having firepits.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to table any action and bring back a formal protocol to the full board meeting to propose for all parties to agree on. Motion carried.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave the monthly maintenance update:

- They have many projects coming up. Decisions are being made as to the order to accomplish each project. Renovations to the Howard Male Conference Room will need to be done in stages due to the number of meetings that are held. Other projects include the wall in the Treasurer's Office, renovations to the IT Department, Merchant's Building, steps at the courthouse and other offices in the courthouse.

ALPENA RINK MANAGEMENT SURCHARGE POLICY 2023

Board Chairman Kozlowski reported there was discussion in June of 2023 to increase the per-ticket fee to \$1.50 and increase the ice time fee to \$3.00 per hour which was approved by the full board. Since the policy was updated in 2023 the county has never received those increases. Effective April 2026 the ice time fee will be increased to \$5.00 per hour. Administrator Osmer will draft a letter for review and approval at the next full board meeting stating that going forward until the contract renews the rates will be \$1.50 per ticket and \$3.00 per hour of ice time.

CORRESPONDENCE

Board Chairman Kozlowski reported the board previously approved a dehumidifier for the rink back in August 2025 in the amount of \$31,000 and \$4,500 was to be paid back to the county by Alpena Rink Management before the end of 2025. After reaching out to the company and Alpena Rink Management the project was not completed, and discussion was made on the email correspondence with Alpena Rink Management.

RECYCLING REPORTS

Chair Britton presented the monthly recycling reports to receive and file. Discussion was made on the new recycling facility. The recycling board was able to get the cost cut in half, but they were just notified that they are over \$1 million short. Board Chair Kozlowski will have more information after next week's recycling meeting. Moved by Commissioner Kozlowski and supported by Commissioner Konarzewski to receive and file the recycling reports as presented. Motion carried.

FAIRGROUND MANAGER REPORTS

Superintendent Akins presented the Fairground Manager monthly reports stating there were very few issues at the warming shelter. Moved by Commissioner Kozlowski and supported by Commissioner Fournier to receive and file the fairground monthly reports as presented. Motion carried.

***Next Meeting: Wednesday, March 18, 2026, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Fournier to adjourn the meeting with support from Commissioner Kozlowski. The meeting adjourned at 10:18 a.m.

Todd Britton, Chair

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