

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

January 29, 2019  
1:00 p.m.

The Alpena County Board of Commissioners met and was called to order by Chairman McRoberts in the Howard Male Conference Room in the County Annex building in the City of Alpena on January 29, 2019 at 1:00 p.m.

**Prayer**

Prayer was offered by Terry Denmark of Alpena First Assembly Church

**Pledge of Allegiance**

Board Chairman Brad McRoberts called for the Pledge of Allegiance.

**Roll Call**

Roll was called, the following Commissioners were present: Bradley McRoberts, Robert Adrian, Bill Peterson, Brenda Fournier, Ronald McDonald, Kevin Burr and John Kozlowski. Commissioner Nick Modrzynski was excused.

**Agenda**

Moved by Commissioner McDonald and supported by Commissioner Burr to approve the agenda with the following changes: 1) SRP Grant Adjustment, and 2) Extension for NLA Agreement. Motion carried.

**Public Comment**

Sheriff Kieliszewski announced that the Animal Control Facility is hosting a low cost spay and neuter program that local veterinarians are coming in and donating their services, items, and money.

Tom VanDuinen asked why an item was missed on the agenda.

Casey Johnson, Huron Humane Society representative, shared his concerns of a letter that they received and he passed a copy out to the Board.

Consent Calendar

A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**  
Regular Session - December 18, 2018  
Organizational - January 2, 2019

B-1) **Personnel Committee** - January 3, 2019

B-2) **Personnel Committee** - January 8, 2019

ACTION ITEM #PM-1: The Committee recommends we approve the appointments to Youth and Recreation Committee as presented below:

District #1	-	Linda Canfield
District #2	-	Brett Miller
District #3	-	Darlene Wilmot
District #4	-	Tony Suszek
District #5	-	Tom Heise
District #6	-	Tom Spaulding
District #7	-	Fred Wegmeyer
District #8	-	Lisa Siegert

ACTION ITEM #PM-2: The Committee recommends we approve the appointments to Older Persons Committee as presented below:

District #1	-	Jeff Kowalski
District #2	-	Craig Zelazny
District #3	-	Tim Taber
District #4	-	Dr. Britton
District #5	-	Commissioner Fournier until a candidate can be found
District #6	-	Lenore Kasubowski
District #7	-	Herbert Gamage

**B-3) Personnel Committee - January 24, 2019**

ACTION ITEM #PM-1: The Committee recommends we authorize an increase of \$.40 per hour for non-union hourly employees effective January 1, 2019.

ACTION ITEM #PM-2: The Committee recommends that the non-union hourly employees and salaried department heads Base Rate be the Start Rate.

ACTION ITEM #PM-3: The Committee recommends we authorize an increase of 3% for salaried department heads effective January 1, 2019.

ACTION ITEM #PM-4: The Committee recommends that the wage scales for the Administrative Assistant be set at classification #2 and Board Assistant be set at classification #3 and to authorize filling the vacancy in the Commissioners' Office.

ACTION ITEM #PM-5: The Committee recommends that while filling in for Home Improvement Nicki Janish receive \$1 per hour plus any additional hours above 35 hours for Home Improvement be paid at an straight time hourly rate comparable to her salary effective January 14, 2019.

ACTION ITEM #PM-6: The Committee recommends that we authorize advertising and replacement of the Assistant Veterans Counselor.

ACTION ITEM #PM-7: The Committee recommends that the Clerk's Office be designated as the ADA Office.

**C) Central Dispatch Committee - January 8, 2019**

**D) Airport Committee - January 10, 2019**

ACTION ITEM #AC-1: The Committee recommends the transfer of \$1,805.55 from Line 295-536-625 PFC Equity Fund to Line 295-536-805 Consulting Services to pay PAS invoices 1102-09 & 1112-01.

ACTION ITEM #AC-2: The Committee recommends the 5 year renewal of WSI Pilot Brief System to be approved, and that the Chairman of the Board, upon attorney review, should sign both contract copies, 2 resolutions, and any other pertinent paperwork.

**E) Ambulance Committee - January 17, 2019**

**F) Finance/Building Maintenance and Recreation Committee – January 16, 2019**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$48,487.13	\$48,487.13

ACTION ITEM #FM-1: The Committee recommends we approve the Emergency Services Coordinator request for rental of the Manning Hill Tower Site on Manning Hill in the amount of \$12,000 for calendar year 2019 effective January 2019 (01-01-19/12-31-19). Funds for the Rental fee will be disbursed from line item #211-325-940.001.

ACTION ITEM #FM-2: The Committee recommends we approve the Emergency Services Coordinator request for disbursement of funds for RAVE Mobility Safety Alert and Warning System in the amount of \$3,900. This is the 2<sup>nd</sup> year of the 5 year agreement from 1-1-19 through 12-31-19. Funds will be paid from line item #211-325-955.010.

ACTION ITEM #FM-3: The Committee recommends we approve the BKV Group Invoice #49386 in the amount of \$25,685.37 and to pay out of line item #466-301-975 (Jail Construction Fund).

**ACTION ITEM #FM-4: Polled due to time constraints and put on main agenda.**

ACTION ITEM #FM-5: The Committee recommends we approve putting \$34,229.90 into line item #101-265-801.001 to cover costs throughout the year for recovery and monitoring of contamination on the Sheriff's Department's property through 2019.  
*(Not approved in consent calendar)*

ACTION ITEM #FM-6: The Committee recommends we approve the Resolution #19-02 Waive Collection Fees/Senior Citizens as presented.

ACTION ITEM #FM-7: The Committee recommends we approve the Treasurer disbursing the 2019 Budgeted Child Care Blended Funding of \$150,000.00 to the Child Care Fund.

ACTION ITEM #FM-8: The Committee recommends we approve the Treasurer disbursing the Jail Levy received very two weeks to the New jail P&I Debt Fund each year until the amount needed to cover the yearly Bond payment has been placed in the Debt Fund.

ACTION ITEM #FM-9: The Committee recommends we approve the Treasurer disbursing the 2019 Budgeted Capital Improvement Airport Bond payment appropriation of \$105,185.00 to the Airport P&I Debt Fund.

ACTION ITEM #FM-10: The Committee recommends we approve the request to increase revenue line item #295-536-571 to \$10,000 and the expense line item #295-536-903 to \$10,000 for the Airport Marketing Awareness Grant.

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

**Monitoring of existing Sheriff's Office/Jail Property #1**

Moved by Commissioner Fournier and supported by Commissioner Adrian to table the action item below.

ACTION ITEM #FM-5: The Committee recommends we approve putting \$34,229.90 into line item #101-265-801.001 to cover costs throughout the year for recovery and monitoring of contamination on the Sheriff's Department's property through 2019.

Vote was taken. Motion failed.

**Monitoring of existing Sheriff's Office/Jail Property #2**

Moved by Commissioner Adrian and supported by Commissioner Peterson to approve the above Action Item as follows:

ACTION ITEM #FM-5: The Committee recommends we approve putting \$34,229.90 into line item #101-265-801.001 to cover costs throughout the year for recovery and monitoring of contamination on the Sheriff's Department's property through 2019.

Roll call vote was taken: AYES: Commissioners Adrian, Peterson, McDonald, Burr, Kozlowski, and McRoberts. NAYS: Commissioner Fournier. Commissioner Nick Modrzynski excused. Motion carried.

**Intergovernmental Council Meeting**

Board Chairman McRoberts announced that there will be an Intergovernmental Council meeting which is a Full Board meeting this Thursday, January 31, 2019 at 7:00 p.m. at the Wilson Township Hall.

**New Jail Contract with Metallic, Inc**

Bill Peterson, Finance Chairman, presented the Poll – Action Item #1 below from the Finance Committee.

***POLL***

ACTION ITEM #1: Recommendation to approve the revised purchase order from Metallic to include the skylights with some other minor modifications necessary to correspond with interfacing building systems in the amount of \$408,520 and to pay out of line item #466-301-975 (Jail Construction Fund).

Moved by Commissioner Peterson and supported by Commissioner Adrian to approve the above Polled Action Item as presented. Roll call vote was taken: AYES: Commissioners

Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Nick Modrzynski excused. Motion carried.

### **Secondary Road Patrol Grant**

Undersheriff Terry King presented the Secondary Road Patrol Grant in the amount of \$11,560 with no County match. This is presented due to time constraints for additional funding and the deadline to send in the Grant is February 15, 2019.

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve the Secondary Road Patrol Grant in the amount of \$11,560 with no County match as presented. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Nick Modrzynski excused. Motion carried.

### **Security Adjustments #1**

Board Chairman McRoberts presented the below Action Item for Security upgrades for the County Buildings.

ACTION ITEM #2: Recommendation to transfer \$7,000 from 631-266-975.002 into 631-266-975.017 for Security Upgrades.

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

### **Security Adjustments #2**

Board Chairman McRoberts presented the below Action Item for the security upgrades.

ACTION ITEM #3: Recommendation to authorize \$11,000 from the fund balance of the 402 Equipment Fund into line item 402-234-980.251 Data Processing.

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

### **Resolution #19-03**

Commissioner Adrian presented the Alpena County Parks Commission Resolution #19-03 for the Long Lake Boat Launch DNR Grant.

ACTION ITEM #4: Recommendation to approve Resolution #19-03 regarding the DNR Grant for Long Lake Boat Launch.

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

#### RESOLUTION #19-03

Upon motion made by Commissioner Adrian seconded by Commissioner Peterson, the following resolution was adopted:

RESOLVED, that the Alpena County Board of Commissioners of Alpena, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Alpena County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide one hundred and eighty-four thousand four hundred (\$184,400.00) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Nick Modrzynski excused. Motion carried.

#### **Resolution #19-04**

Tammy Thomson, Alpena County Planning Commission Chair, presented Resolution #19-04 for the Alpena County Recreation Plan 2019-2023.

#### **RESOLUTION #19-04 ADOPTING A Recreation PLAN**

*WHEREAS, the County of Alpena has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five year period covering the years 2019 through 2023, and*

*WHEREAS, the County of Alpena has entered into this planning process in collaboration with Alpena Charter Township, Green Township, Ossineke Township, and Wilson Township, and*

*WHEREAS, the combined area of the aforementioned local units of government constitutes the planning area, and*

*WHEREAS, the Alpena County Board of Commissioners is of the understanding that the governing bodies of the aforementioned local units of government intend to pass a similar resolution of adoption of the Joint Recreation Planning Effort of Alpena Communities, and*

*WHEREAS, the Alpena County Board of Commissioners began the process of developing a community recreation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and*

*WHEREAS, residents of the County of Alpena were provided with a well- advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and*

*WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days, and*

*WHEREAS, a public hearing was held on January 3<sup>rd</sup>, 2019 at Alpena Community College to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Joint Recreation Planning Effort of Alpena Communities, and*

*WHEREAS, the County of Alpena has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the County of Alpena, and*

*WHEREAS, after the public hearing, the Alpena County Planning Commission voted to adopt said Joint Recreation Planning Effort of Alpena Communities.*

*NOW, THEREFORE BE IT RESOLVED the Alpena County Board of Commissioners hereby adopts the Joint Recreation Planning Effort of Alpena Communities.*



Moved by Commissioner Peterson and supported by Commissioner Fournier to approve the above Resolution as presented. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Nick Modrzynski excused. Motion carried.

### **Laptops & Computers**

Eric Vanderveer, IT Director, presented the bid recommendation for 8 Laptops with 1010 Technology of Alpena and 5 Computers with Eastern Data. Bids were received and he recommends the below Action Item.

ACTION ITEM #6: Recommendation to approve the bid for the 8 laptops with 1010 Technology of Alpena in the amount of \$4,257.12 total and to approve the bid for the 5 computers with Eastern Data in the amount of \$2,275 total with monies coming out of line item #402-234-980.251.

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

### **Person Security Awareness Day**

Carla Kowalski, Chief Deputy Clerk, announced the Clerk's Office will host a Personal Security Awareness Day on February 25, 2019. Information will be provided by the Clerk, Sheriff, Emergency Services Coordinator, and IT Director.

Moved by Commissioner Peterson and supported by Commissioner Fournier to allow a reduced rate of \$10 for birth certificates, death certificates and marriage certificates on February 25, 2019. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Nick Modrzynski excused. Motion carried.

### **NLA Agreement Extension**

Commissioner Kozlowski presented the request for extension of the NLA Agreement through the end of February. The Committee met on January 28, 2019 and will be meeting again February 1, 2019.

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to approve the extension of the NLA Agreement until the end of February 2019 as presented. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Nick Modrzynski excused. Motion carried.

### **Announcement**

Commissioner Fournier made an announcement from the Alpena District Health Department Director's recommendation to have infants 6 months of age and older to receive a flu vaccine.

### **Closed Session**

Moved by Commissioner Kozlowski and supported by Commissioner Burr to go into closed session for Union negotiations. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Modrzynski excused. Motion carried.

The meeting was closed at 1:44 p.m. and was reopened at 1:57 p.m.

### **Roll Call**

Roll was called, the following Commissioners were present: Bradley McRoberts, Robert Adrian, Bill Peterson, Brenda Fournier, Ronald McDonald, Kevin Burr and John Kozlowski. Commissioner Nick Modrzynski was excused.

### **Ratify COAM Contract**

Moved by Commissioner Fournier and supported by Commissioner Peterson to ratify the contract with COAM as presented. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Modrzynski excused. Motion carried.

### **Letter of Understanding with GELC**

Moved by Commissioner Burr and supported by Commissioner Adrian to approve the Letter of Understanding with GELC regarding pay as presented. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Modrzynski excused. Motion carried.

### **Letter of Understanding with TPOAM**


Moved by Commissioner Adrian and supported by Commissioner Burr to approve the Letter of Understanding with TPOAM regarding pay as presented. Roll call vote was taken: AYES: Commissioners Adrian, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Commissioner Modrzynski excused. Motion carried.

**Public Comment**

Sheriff Kieliszewski informed the Commissioners about current Jail situation and he updated us on the Animal Control Letter that he sent out.

**Adjournment**

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



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Brad McRoberts, Chairman of the Board



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Carla Kowalski, Chief Deputy Clerk

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