

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

**May 21, 2019
1:00 p.m.
Howard Male Conference Room**

The County of Alpena 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 Tuesday, May 21, 2019 at 1:04 p.m.

PLEDGE OF ALLEGIANCE

Board Chairman Brad McRoberts 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: Bradley McRoberts, Robert Adrian, Dave Karschnick, Bill Peterson, Brenda Fournier, Ronald McDonald, Kevin Burr and John Kozlowski.

AGENDA

Moved by Commissioner McDonald and supported by Fournier to approve the agenda with the following additions: 1) Purchase of Laptops for Elections, and 2) GIS Mapping. Motion carried.

PUBLIC COMMENT

Sheriff Kieliszewski gave an update on the new Jail project and the ground-breaking ceremony that took place today. He reported the base security contract bid process was unsuccessful and will be extended for an additional two months. Steve also mentioned that Terry King's name was omitted from the groundbreaking ceremony program for the new jail facility and he wanted to give him a thanks for his help.

CONSENT CALENDAR

- A. Approval of the Official Proceedings of the Alpena County Board of Commissioners
Regular Session - April 30, 2019
Board Workshop - May 8, 2019**

- B. ACEMAC and LEPC meeting - April 9, 2019**

ACTION ITEM #EM-1: The Committee recommends we approve the Alpena County Emergency Management Advisory Committee (ACEMAC)/Local Emergency Planning Committee (LEPC) Bylaws and Rules as presented.

ACTION ITEM #EM-2: The Committee recommends we approve the Emergency Management Resolution as presented.

ACTION ITEM #EM-3: The Committee recommends to locate the alternate EOC Center in the conference room at the new jail.

C. Personnel Committee - May 14, 2019

ACTION ITEM #PM-1: The Committee recommends we authorize an exception the County Retirement Policy for Carla Kowalski to purchase service credit of 2-5 years before the end of June before she is vested.

ACTION ITEM #PM-2: The Committee recommends authorize up to \$20,000 to hire clerical help through Temporary Services (Star Staffing) through September 30, 2019 with monies to be taken out of the Veterans Affairs budget.

ACTION ITEM #PM-3: The Committee recommends that we appoint Peter Simpson to the Alpena County Veterans Affairs Board to be effective immediately for a term to expire 12/31/23.

D. Airport Committee - May 9, 2019

ACTION ITEM #AC-1: The Committee recommends approving the invoice received from Spence Brothers in the total amount of \$66,955.49 to be paid.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$2,042.20 from line item #295-536-625 (PFC Equity Fund) to line item #295-536-805 (Consulting Services) to pay Primary Airport Services Invoices #1096-08 and #1102-12 for the Airport.

ACTION ITEM #AC-3: The Committee recommends that, after attorney review, the Chairman of the Board sign the Airport Awareness Program (contract number 2019-0499) in the amount of \$10,000.00 with a County match of \$1,111.00. Two signed copies of the contract and two resolutions need to be returned to MDOT, and to sign any other pertinent paperwork.

ACTION ITEM #AC-4: The Committee recommends the Airport Manager send a letter to the vending providers, giving them 30 days to repair or replace their machines and to provide more consistent stocking.

E. Finance/Building Maintenance and Recreation Committee - May 15, 2019

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$86,332.32	\$86,332.32

ACTION ITEM #FM-1: The Committee recommends we approve the Vehicle Lease Agreement between Phil Seguin, Prosecutor's Office, and the County of Alpena for a 2015 Chevrolet Tahoe to cover vehicle insurance only as presented.

(Not approved in Consent Calendar)

ACTION ITEM #FM-2: The Committee recommends we authorize the Drain Commissioner to sign letters of agreement for inspection and submit the required inspection report for the Beaver Lake Dam (Dam ID 1074) in the amount of \$575.00 with monies coming out of line item #101-275-801.000 and the Long Lake Dam (Dam ID 1078) in the amount of \$575.00 with monies coming out of line item #101-275-802.002 to the Dam Safety Program-DEQ as presented.

ACTION ITEM #FM-3: The Committee recommends we approve the Hazardous Materials Emergency Preparedness (HMEP) Planning Program Grant Renewal Agreement for Fiscal Year 2018-2019 (10.01.18/09.29.19) in the amount of \$1,250.00 with an In-Kind County Match of \$313.00 as presented.

ACTION ITEM #FM-4: The Committee recommends we approve the Operation Stone Garden Grant FY19 (9-01-19/7-31-22) Renewal Application in the amount of \$215,889.00 with no County match as presented.

ACTION ITEM #FM-5: The Committee recommends we approve the Sheriff's Office request to accept the FLIR Purchase Bid received from The Boat House Marine Storage in the amount of \$24,983.00 with monies being paid out of the FY18 Stone Garden Grant as presented.

ACTION ITEM #FM-6: The Committee recommends we approve the Sheriff's Office request to deny the Bid received for Sale of Two 225 hp Outboard Motors in the amount of \$800.00 as presented and will advertise other ways and start with a minimum bid price. 7.

ACTION ITEM #FM-7: The Committee recommends we approve the Sheriff's Office request to accept the 2019 Dodge ¾ Ton Crew Cab Pickup Truck Bid received from Thunder Bay Chrysler Jeep Dodge, LLC in the amount of \$42,047.00 (2500 Diesel Big Horn addition) with monies to be paid out of the FY18 Stone Garden Grant as presented.

ACTION ITEM #FM-8: The Committee recommends we approve the Granger Construction new Jail Invoice 1823-00 in the amount of \$5,211.00 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-9: The Committee recommends we approve the Property and Property Tax Information to be available to the public online and to enter into a contract with BS&A changing to an end user agreement as a pay per hit revenue option.

Moved by Commissioner Karschnick 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 Adrian, Karschnick, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Motion carried.

FM#1- VEHICLE LEASE AGREEMENT

Russ Rhynard, Assistant Prosecuting Attorney gave clarification and will check on a current employment contract with Phil Seguin and provide to the Personnel Committee.

ACTION ITEM #FM-1: The Committee recommends we approve the Vehicle Lease Agreement between Phil Seguin, Prosecutor’s Office, and the County of Alpena for a 2015 Chevrolet Tahoe to cover vehicle insurance only as presented.

Moved by Commissioner Kozlowski and supported by Commissioner McDonald to table the above Action Item and the Assistant Prosecuting Attorney will provide an updated agreement to the Personnel Committee. Motion carried.

TRUTH IN TAXATION RESOLUTION #19-07 & PUBLIC HEARING

Ted Somers, Equalization Director, presented the Truth in Taxation Resolution #19-07. At this time, the County asked for public comment on Truth in Taxation as presented. No comments were received.

ACTION ITEM #1: Recommendation to approve the levy and resolution as presented with Truth in Taxation.

Moved by Commissioner Burr and supported by Commissioner Kozlowski to approve the above Action Item and the Truth in Taxation Resolution #19-07 as presented. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Motion carried.

RESOLUTION #19-07

Dated: May 21, 2019

THE HONORABLE BOARD OF COMMISSIONERS:

RESOLUTION IMPOSING 2019 SUMMER PROPERTY TAX LEVY PURSUANT TO PUBLIC ACT 357 OF 2004 AND NOTICE OF CERTIFICATION OF COUNTY ALLOCATED TAX LEVY.

WHEREAS, Alpena County is authorized under the General Property Tax Act, Public Act 206 of 1893, as amended to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004, being MCL 211.44a, to require all Michigan Counties to impose a summer tax levy.

BE IT FURTHER RESOLVED, that pursuant to Public Act 357 of 2004, the Alpena County allocated tax shall be levied and collected on July 1, 2019 at a rate, allocated after application of the “Headlee” millage reduction fraction, of 4.8004 mills.

BE IT FURTHER RESOLVED, that the Treasurer of each City and Township in Alpena County is directed to account for and deliver the County allocated tax collections for 2019 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED, that this Resolution constitutes certification of the levy of County allocated tax on July 1, 2019 at a rate, allocated after application of the "Headlee" millage reduction fraction, of 4.8004 mills.

NOW, THEREFORE, BE IT RESOLVED that the total 2019 millage rate for July 1st, 2019 for Alpena County of 4.8004 mills is hereby adopted; and

BE IT FURTHER RESOLVED, that the 2019 Alpena County July levies shall be as follows:

County Operating	4.8004	Levied July 1, 2019
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BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this resolution by first-class mail to the Treasurer of each City and Township in Alpena County, and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk be authorized to sign the form L-4029 2019 Tax Rate Request with the above mentioned millages, and

WHEREAS, The County Revenue will be reduced due to the State distribution to Alpena County of the Convention Facility and Health and Safety Facility payment, and

NOW THEREFORE BE IT HEREBY RESOLVED, that this Resolution be adopted by the Alpena County Board of Commissioners, at the regular meeting on May 21, 2019.

EQUALIZATION L-4029 FORM

Ted Somers, Equalization Director, presented the Equalization Tax Rate Request L-4029 Form.

ACTION ITEM #2: Recommendation to approve the Equalization Tax Rate Request L-4029 Form prepared by Ted Somers, Equalization Director, and to authorize the Chairman of the Board and County Clerk to sign.

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

GIS MAPPING SERVICES

Ted Somers, Equalization Director, presented the Emergency Manager's request to either waive the \$1,000 filing and data fee or allow 911 budget to pay Equalization \$1,000 for the filing and data fee and to authorize the Equalization Director to send files to Coleman Engineering to perform the GIS Mapping for the County of Alpena.

Moved by Commissioner Adrian and supported by Commissioner Karschnick to waive the \$1,000 filing and data fee and authorize the Equalization Director to send files to Coleman Engineering to perform the GIS Mapping Services for the County of Alpena pending a signed Data Sharing Agreement. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Motion carried.

LETTER OF SUPPORT FOR SENIOR CENTER

Craig Zelazny, Older Persons Committee Chair, presented a letter of support to NEMCSA (Northeast Michigan Community Services Agency) and a recommendation from the Older Persons Committee for the Senior Citizens Council and Senior Citizens Center continue to be the focal point for senior services.

ACTION ITEM #3: The Committee recommends we approve the letter of support to NEMCSA that the Senior Citizens Council and Senior Citizens Center continue to be the focal point for senior services and recommends approval of the Alpena Area Senior Citizens Centers requests for funding for 2020-2022 through NEMCSA.

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

SPENCE BROTHERS INVOICE PA6 FOR NEW TERMINAL

Steve Smigelski, Airport Manager, presented the Spence Brothers Invoice PA6 in the amount of \$49,528.27 (County's portion) for the new terminal project that did not go to Finance.

ACTION ITEM #4: Recommendation to pay Spence Brothers Invoice PA6 in the amount of \$49,528.27 (County's portion) with monies coming out of line item #481-595-975 for the new terminal.

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, Karschnick, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Motion carried.

BILL FROM CLARK HILL FOR NEW JAIL

Bill Peterson, Finance Chair, presented the bill from Clark Hill for the new Jail project. It is for the filing fees for the State for the new jail.

ACTION ITEM #5: Recommendation to pay the bill in the amount of \$1,000 out of line item #466-301-801 from Clark Hill for filing fees with the State Department of Treasury for the new jail.

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

PURCHASE OF LAPTOPS FOR ELECTIONS

Eric Vanderveer, IT Director, and Bonnie Friedrichs, County Clerk, presented the request to purchase 12 Laptops for the Townships in Alpena County and purchase 1 Laptop for the County Clerk for Elections. The Townships will reimburse the County for the 12 Laptops.

Moved by Commissioner Peterson and supported by Commissioner McDonald to approve the purchase of 12 Laptops for the Townships in Alpena County in the amount of \$429.00 each with a total of \$5,148.00 with monies coming out of line item #701-000-298 and to purchase 1 Laptop for the County Clerk in the amount of \$429.00 with monies coming out of line item #402-234-980.251 for Elections as presented with the Townships reimbursing Alpena County for their 12 Laptops. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Burr, Kozlowski, and McRoberts. NAYS: None. Motion carried.

Public Comment

None.

Adjournment

Moved by Commissioner Kozlowski and supported by Commissioner McDonald to adjourn. Motion carried. Meeting adjourned at 1:33 p.m.



Brad McRoberts, Chairman of the Board



Bonnie Friedrichs, County Clerk