

GRANTS AND CONTRACTS COMMITTEE
MEETING MINUTES

Thursday, April 16, 2026 – 10:00 a.m.
Howard Male Conference Room/Zoom

Commissioners Present: Dan Ludlow, Chair
Lucille Bray
John Kozlowski

Others Present: Jesse Osmer, County Administrator
Dave Guthrie, Remonumentation Administrator
Nick Akins, Maintenance Superintendent
Rory Sherwood, Lead 911 Dispatcher/Union President

CALL TO ORDER

Chairman Dan Ludlow called the meeting to order at 10:11 a.m.

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

APPROVE AGENDA

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

PUBLIC COMMENT

None.

REMONUMENTATION PROFESSIONAL SERVICE AGREEMENTS

County Remonumentation Administrator Dave Guthrie reported this year's grant amount totaled \$42,537.00 which is the county's share of \$5 million statewide. Eighty percent is budgeted for contract surveying, and the remaining is for administration peer review. Dave presented two service agreements from the same surveyors used in previous years.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to approve both remonumentation service agreements as presented. Roll call vote was taken: AYES: Commissioners Bray, Kozlowski, and Ludlow. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the professional service agreement with Huron Engineering & Surveying in the amount of \$17,550.00 and Lewis and Lewis Professional Surveying in the amount of \$16,200.00 for remonumentation services in Alpena County for 2026 as presented.

LEASED VEHICLES

County Administrator Jesse Osmer emailed a local dealership in follow up for additional information regarding leased vehicles but has not heard back yet. A meeting was held with Enterprise in which Maintenance Superintendent Akins put in the request for heated mirrors and the ability to control the side mirrors from inside of the plow trucks. With those changes, if five vehicles were traded there would be annual savings of \$4,513.20 with Enterprise. Discussion was made on contacting other local vendors for pricing. Commissioner Kozlowski will go to local dealerships for pricing and Administrator Osmer will contact Enterprise for pricing on single cabs.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to table any further discussion and bring information found to the full board meeting at the end of the month as presented. Motion carried.

FIREARM POLICY

Administrator Osmer presented last year's firearm policy for review and revisions. Discussion was made to add the following items to the policy 1) The board chairman will sign off; 2) A copy must be filed with HR; and 3) The date to expire will end at the duration of this commission to be revisited with the next commission.

Moved by Commissioner Kozlowski and supported by Commissioner Bray to approve the Firearm Policy with discussed revisions as presented. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the Firearm Policy with discussed revisions as presented.

LETTER OF UNDERSTANDING - PTO

Administrator Osmer presented a LoU from the union that represents Central Dispatch regarding PTO. Union President Rory Sherwood stated the current union contract doesn't align with the county handbook guidelines. When the contract expires at the end of the year, they will make permanent changes.

Moved by Commissioner Kozlowski and supported by Commissioner Bray to approve the LoU as presented. Motion carried.

ACTION ITEM #3: The Committee recommends approval of the LoU between the County of Alpena and the Michigan Fraternal Order of Police Labor Council representing E911 Central Dispatch Telecommunicators as presented.

COURTHOUSE AIR DUCT CLEANING

Administrator Osmer reported last fall we received bids for air duct cleaning at the courthouse. There is no record of having it done and there have recently been some issues. This was budget for, and ServiceMaster came in with the lowest bid. ServiceMaster will honor the same price and will schedule once the flooding issues have subsided.

Moved by Commissioner Kozlowski and supported by Commissioner Bray to recommend approval to proceed with the courthouse air duct cleaning with ServiceMaster as presented. Roll call vote was taken: AYES: Commissioners Bray, Kozlowski, and Ludlow. NAYS: None. Motion carried.

ACTION ITEM #3: The Committee recommends approval to proceed with the already budgeted cleaning of the air ducts at the courthouse with ServiceMaster as presented.

***Next Meeting: Thursday, May 14, 2026, at 10:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Kozlowski to adjourn the meeting with support from Commissioner Bray. The meeting adjourned at 10:40 a.m.

Dan Ludlow, Chair

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