

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
Full Board Meeting Minutes  
Tuesday, March 25, 2025 – 5:30 p.m.  
Howard Male Conference Room/Zoom Room**

**CALL TO ORDER**

The Alpena County Board of Commissioners met, and the meeting was called to order by Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, March 25, 2025, at 5:30 p.m.

**ROLL CALL**

Roll was called with the following Commissioners present: Bill LaHaie, District #1; Dan Ludlow, District #2; Lucille Bray, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Todd Britton, District #6; Travis Konarzewski, District #7 and John Kozlowski, District #8.

**PRAYER**

Prayer was offered by Pastor John Shipman with St. Paul Lutheran Church.

**PLEDGE OF ALLEGIANCE**

Chairman Kozlowski called for the Pledge of Allegiance to the Flag of the United States of America.

**AGENDA**

Moved by Commissioner Peterson and supported by Commissioner Fournier to adopt the agenda as presented. Motion carried.

**PUBLIC COMMENT**

None.

County Administrator Jesse Osmer noted that there is a letter from a constituent towards the bottom of the agenda under Correspondence regarding a vote that will be made prior to that portion of the agenda and wanted to bring to the attention of the Board before the vote was made.

## **BILLS TO PAY**

Chair Kozlowski presented the bills to be paid.

	<b>SUBMITTED:</b>	<b>APPROVED:</b>
General Fund & Other Funds	\$118,734.69	\$118,734.69

Moved by Commissioner LaHaie and supported by Commissioner Britton to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

## **BUDGET AJUSTMENTS**

### **1. County Administrator – Budget Amendments**

Recommendation to approve the corrections to the March 11, 2025, budget adjustments as follows:

**ACTION ITEM #1:** The Committee recommends approval to transfer \$125,000 from the Opioid Settlement Revenue line item 284-200-685.000 into Jail/Corrections Transfer from 284 Opioid Settlement line item 101-351-699.284 as presented.

**Amendment – ACTION ITEM #1:** The Committee recommends approval to transfer \$125,000 from the Opioid Settlement Revenue line item **284-200-995.351** into Jail/Corrections Transfer from 284 Opioid Settlement line item 101-351-699.284 as presented.

*\*Treasurer Cindy Cebula noted the action item amendment should be corrected to read “Opioid Settlement Expenditure” instead of “Opioid Settlement Revenue”.*

**ACTION ITEM #2:** The Committee recommends approval to transfer \$40,000 from the Opioid Settlement Revenue line item 284-200-685.000 into Prosecuting Attorney Transfer from 284 Opioid Settlements line item 101-296-699.284 as presented.

**Amendment – ACTION ITEM #2:** The Committee recommends approval to transfer \$40,000 from the Opioid Settlement Revenue line item **284-200-955.296** into Prosecuting Attorney Transfer from 284 Opioid Settlements line item 101-296-699.284 as presented.

*\*Treasurer Cindy Cebula noted the action item amendment should be corrected to read “Opioid Settlement Expenditure” instead of “Opioid Settlement Revenue”.*

### **2. County Administrator – Budget Increases**

**ACTION ITEM #3:** Recommendation to approve an increase to the MSUE Assessment expenditure line item #101-710-801.001 to \$41,200 to allow us to begin paying the quarterly invoices from MSU for the amount granted to them for operations through the Youth & Rec Grant as presented.

ACTION ITEM #4: Recommendation to approve the budget amendment to increase expenditure line item #210-651-972.000 Equipment/City Contract by \$175,000 as presented.

ACTION ITEM #5: Recommendation to approve the budget adjustment to increase expenditure line item #210-651-801.000 City Contract Payments by \$74,086 as presented.

ACTION ITEM #6: Recommendation to approve the budget adjustment to increase revenue line item #101-200-402.001 Current Taxes-Real & Personals by \$80,012 for a total of \$5,959,628 as presented.

ACTION ITEM #7: Recommendation to approve the budget adjustment to increase expenditure line item #101-301-702.002 by \$32,500 for a total of \$583,250 as presented.

ACTION ITEM #8: Recommendation to approve the budget adjustment to increase expenditure line item #101-351-702.008 by \$47,512 for a total of \$589,476 as presented.

## **5. Clerk – Budget Adjustment**

ACTION ITEM #9: Recommendation to increase revenue line #101-261-677.000 Reimbursements & Refunds by \$245.00 and increase the expense line #101-261-956.000 Election Expenses by \$245.00 to allow the Alpena County Clerk to collect the reimbursement from the State of Michigan, and then pay it to the city and township clerks.

Moved by Commissioner Ludlow and supported by Commissioner Britton to approve the budget adjustments as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

## **CONSENT CALENDAR**

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) **Finance Ways & Means Committee Meeting Minutes** – March 11, 2025 (minutes only)

B) **Courts & Public Safety Committee Meeting Minutes** – March 17, 2025

ACTION ITEM #CPSC-1: The Committee recommends approval of the reimbursement request from the City of Alpena in the amount of \$372,690.24 (line item 210-651-972.000) for the purchase of the 2024 Horton ambulance with Stryker power cot/load system, 800 MHz portable communication radio, and an 800 MHz mobile vehicle communication radio per the 2024 Ambulance Service Agreement – Amendment 1 as presented.

C) **Local Emergency Planning Committee Meeting Minutes** – February 20, 2025

ACTION ITEM #LEPC-1: The Committee recommends approval of the 2025 Besser Offsite Response Plan as presented.

ACTION ITEM #LEPC-2: The Committee recommends approval of the 2025 Frontier Offsite Response Plan as presented.

D) **Central Dispatch Committee Meeting Minutes** – February 20, 2025

ACTION ITEM #CDC-1: The Committee recommends to approve Policy I-07 – Medical First Responder – Ride Back to Scene with updates as presented.

E) **Local Planning Team Meeting Minutes** – February 20, 2025 (minutes only)

INFORMATIONAL: **Parks & Recreation Committee Meeting Minutes** – February 19, 2025

Moved by Commissioner Bray and supported by Commissioner LaHaie to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

### **JAIL MEDICAL CONTRACT**

Sheriff Erik Smith reported for the last several years that they have contracted with Advanced Correctional Healthcare as they have been the only option due to the size of our facility. As of this year Around the Clock Healthcare Services can now provide the same services for a less expensive contract and Sheriff Smith would recommend contracting with them.

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve the jail medical contract with Around the Clock Healthcare Services as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #4: Recommendation to approve the jail medical contract with Around the Clock Healthcare Services (ATC) effective April 1, 2025, in the amount of \$199,680 as presented.**

### **HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT**

E911 and Emergency Management Director Kim Elkie presented the MSP Emergency Management & Homeland Security Division 2024-25 Hazardous Materials Emergency Preparedness Grant for review and approval.

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve the Hazardous Emergency Preparedness Grant as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #5: Recommendation to approve the MSP Emergency Management & Homeland Security Division 2024-25 Hazardous Materials Emergency Preparedness Grant in the amount of \$1,500 with \$300 in kind contribution (20%) and authorize the Local Emergency Planning Committee Chair to sign all pertaining documents as presented. This has had Grant Review Committee approval.**

### **PERSONNEL COMMITTEE RECOMMENDATION**

County Administrator Jesse Osmer reported the Personnel Committee conducted interviews last week for a vacancy on the Library Board and recommendation was made to appoint Jennifer Graham.

\*Clerk Keri Bertrand swore in Jennifer Graham at the end of the meeting.

Moved by Commissioner Fournier and supported by Commissioner Ludlow to approve the appointment of Jennifer Graham to the Library Board as presented. Motion carried.

**ACTION ITEM #6: Recommendation to approve the appointment of Jennifer Graham to the Library Board effective immediately with the term ending December 31, 2025, as presented.**

### **RRS INVOICES**

Administrator Osmer presented two invoices from Resource, Recycling Systems, Inc. for the Materials Management Planning Phase 2 Work Program for review and approval to pay.

Moved by Commissioner LaHaie and supported by Commissioner Peterson to approve payment of both invoices from RRS as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #7: Recommendation to approve payment of RRS Invoice SIN004852 in the amount of \$7,500 and RRS Invoice SIN005333 in the amount of \$7,500 for the Materials Management Planning Phase 2 Work Program as presented.**

### **PHASE 3 - MATERIALS MANAGEMENT PLANNING**

Administrator Osmer presented Phase 3 from RRS for Materials Management Planning for review and approval.

Moved by Commissioner Peterson and supported by Commissioner Britton to approve entering into Phase 3 of the Materials Management Planning as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #8: Recommendation to approve the proposal from RRS for Phase 3 of the 5-County Materials Management Planning as presented.**

### **CONTRACTUAL PAYMENTS**

Administrator Osmer reported when the Board approves a contract, they are also approving payment for that contract but currently every time an invoice comes in it needs to be submitted for approval. Once the contract is adopted approval is already made to submit payment once invoices are received and he is requesting authorization for either the County Administrator or Board Chairman to sign and submit the invoice. He is requesting approval.

Moved by Commissioner Konarzewski and supported by Commissioner Peterson approve the Board Chairman or County Administrator to sign and submit contractual invoices for payment as presented. Motion carried.

**ACTION ITEM #9: Recommendation to approve the Board Chair or County Administrator to sign and submit contractual invoices along with a copy of the contract for payment as presented.**

### **SALE OF VEHICLE**

Administrator Osmer reported this Board allowed the Parks and Recreation Commission to take the red truck that was used at the fairgrounds and in exchange received the old truck from Long Lake Park. He is requesting permission to sell the old Long Lake Park truck.

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to approve selling the old truck from Long Lake Park as presented. Motion carried.

**ACTION ITEM #10: Recommendation to approve the sale of the old truck from Long Lake Park as presented.**

### **SALE OF PROPERTY**

Administrator Osmer reported there is some property owned by the County off of Long Lake Park Road and to offset some of the costs of a wetland study, appraisal, and the possibility of whether a road could be put in would cost just under \$15,000 and to offset the costs he would like to harvest trees of the property first.

Moved by Commissioner Fournier and supported by Commissioner Bray to approve the County Administrator to obtain quotes to harvest trees at the property near Long Lake Park as presented. Motion carried.

**ACTION ITEM #11: Recommendation to approve the County Administrator to obtain quotes to harvest trees at the property near Long Lake Park as presented.**

### **TREE REMOVAL**

Administrator Osmer requested approval for the Grounds and Maintenance Department to trim the tree that was saved when the Courthouse had sewer issues within the last couple years. The Board unanimously approved.

### **NMMMA CONTRACT & RESOLUTION**

Administrator Osmer collected the comments and change requests from the Commissioners regarding the proposed NMMMA Contract and Resolution. Ron Liscombe with Miller Canfield, City Manager and NMMMA Treasurer Rachel Smolinski and Anne White with RRS discussed the requested changes and answered questions. The contract will be updated with the changes submitted by Commissioner Britton.

Moved by Commissioner Peterson and supported by Commissioner Ludlow to approve the NMMMA contract and resolution as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Britton, Konarzewski, and Kozlowski. NAYS: Commissioner Fournier. Motion carried.

**ACTION ITEM #12: Recommendation to approve the NMMMA contract and resolution as presented.**

### **EMERGENCY MANAGEMENT CONTRACT**

Administrator Osmer reported the Emergency Management Contract was not ready for this meeting and will be presented at the next meeting.

### **POLL VOTE #1: BUDGET AJUSTMENT AMENDMENTS**

Chairman Kozlowski presented Poll Vote #1 as informational.

**POLL VOTE ACTION ITEM #1: Recommendation to approve the following budget amendments and transfers as presented:**

#### **Amendments**

**Increase the following budget line items:**

- #246-265-667.003 NEMCSA Lease to \$40,562
- #246-265-932.000 Building Maintenance to \$13,870

- #297-523-727.000 Office Supplies to \$500
- #297-523-801.000 Prof Serv-Development to \$30,000
- #297-523-955.000 Miscellaneous Expense to \$1,500

### **Transfers**

- \$500 from #101-245-801.000
- \$500 from #101-173-860.000
- \$500 from #101-702-860.000
- \$6,500 from #246-265-932.000
- \$8,000 to #297-523-550.000

Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

### **POLL VOTE #2: EARNED SICK TIME ACT POLICIES**

Chairman Kozlowski presented Poll Vote #2 as informational.

#### **POLL VOTE ACTION ITEM #2: Recommendation to approve the Michigan Earned Sick Time Act Policies for full-time and part-time employees as presented.**

Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

\*Administrator Osmer noted the Park Managers will also need to be placed into either full-time or part-time policy for the Earned Sick Time Act.

Moved by Commissioner Kozlowski and supported by Commissioner Konarzewski to place the Park Managers under the full-time policy as presented. Motion carried.

### **REPORTS OF SPECIAL OR AD HOC COMMITTEES**

**Facilities, Capital & Strategic Planning Committee Update** – Chair Konarzewski had no new updates.

**Airport Committee Update** – Chair LaHaie reported Airport Manager Steve Smigelski will be retiring on April 25th and the CRTC met and discussed runway approaches at the airport.

**Courts & Public Safety Committee Update** – Chair Bray had no new updates.

**Personnel Committee Update** – Chair Fournier was not present at the meeting, but the Committee had recommended an appointment to the Library Board.

**Parks and Recreation Commission Update** – Chair Fournier reported the Parks Commission received a \$5,000 donation from the Visitor's Bureau to use for the County Parks and they are very excited.

*\*Jennifer Graham was sworn into the Library Board.*

### **CORRESPONDENCE**

Chair Kozlowski reported the letter received from a constituent that was discussed at the beginning of the meeting.

Administrator Osmer reported he was contacted by Mr. Makowske who runs the drone program at the college regarding a letter of support for MightyFly's that he put together to come to our area to utilize our air space.

Chair Kozlowski received an email from Shawnee Communications out of Illinois regarding a letter for support for the BEAD Program which would bring broadband internet to our area.

Moved by Commissioner Britton and supported by Commissioner Fournier to approve a letter of support for Shawnee Communications out of Illinois for the BEAD Program. Motion carried.

### **NEW BUSINESS**

Commissioner Bray presented Resolution #25-04 in support of Amtrak service from Flint to Mackinaw City.

#### **RESOLUTION 25-04**

#### **ALPENA COUNTY BOARD OF COMMISSIONERS**

#### **RESOLUTION IN SUPPORT OF AMTRAK SERVICE FROM FLINT TO MACKINAW CITY**

WHEREAS, the Citizens of Northern Michigan do not have reliable transportation to transport Northern Michigan residents and visitors to Flint in a timely fashion to connect to Amtrak Blue Water Train to Chicago that departs at 7:30 a.m.; and

WHEREAS, a resident of Cheboygan County has requested that an Amtrak train depart from Flint to Mackinaw City in the late afternoon and return from Mackinaw City to Flint in the early morning so the train can get to Chicago before 10:00 a.m. where a traveler can connect to all trains out of that station; and

WHEREAS, bringing the passenger rail back to Northern Michigan would not only assist all residents with reliable transportation to Flint, Detroit, Chicago, and beyond, it would benefit economic development; and

WHEREAS, we appreciate your attention to this critical matter and your continued commitment to the people of Northern Michigan. We thank you for your leadership, and we look forward to your prompt consideration of this request.

NOW, THEREFORE, BE IT RESOLVED on behalf of the Alpena County Board of Commissioners, we respectfully urge you to consider bringing back passenger rail to Northern Michigan and revive the glory days of old with the Detroit & Mackinaw Railroad; and

FURTHER BE IT RESOLVED that this Resolution be forwarded to all state and federal Michigan lawmakers as well as the Michigan Association of Railroad Passengers (MARP).

Moved by Commissioner Bray and supported by Commissioner Konarzewski to approve Resolution #25-04 as presented. Motion carried.

### **PUBLIC COMMENT**

None.

### **CLOSED SESSION**

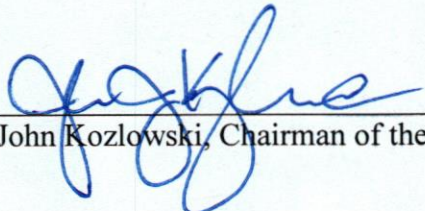
The Board went into closed session at 6:53 p.m. for a Personnel Matter and opened session at 7:09 p.m. Roll call was taken. All members were present.

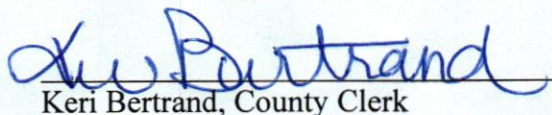
Moved by Commissioner Fournier and supported by Commissioner Peterson to approve the Sheriff's request to move a part time Correction Officer to full time as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #12: Recommendation to approve the Sheriff's request to move a part time Correction Officer to full time as presented.**

### **ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Britton to adjourn the meeting. Motion carried. The meeting was adjourned at 7:10 p.m.

  
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John Kozlowski, Chairman of the Board

  
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Keri Bertrand, County Clerk