

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

November 26, 2019
5:30 p.m.

The Alpena County Board of Commissioners met and was called to order by Chairman Brad McRoberts in the Howard Male Conference Room in the County Annex building in the City of Alpena on November 26, 2019 at 5:30 p.m.

Prayer

Prayer was offered by Pastor Warren Hoffman of Huron Shores Fellowship.

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: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and McRoberts. Absent: None.

Agenda

Moved by Commissioner McDonald and supported by Commissioner Adrian to approve the agenda with the following changes: 1) Senior Citizens Center kitchen remodel/addition; 2) Commissioner Karschnick will present support for Crawford County letter to Governor Whitmer addressing 2020 budget cuts. Motion carried.

Public Comment

None.

Consent Calendar

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – October 29, 2019
Special Session – November 8, 2019

B) **Personnel Committee** – November 12, 2019
ACTION ITEM #PM-1: The Committee recommends that Amanda Cordes be allowed to use PTO even though she is a probationary employee.

C) **IT Committee** – November 12, 2019
ACTION ITEM #IT-1: The Committee recommends obtaining a quote from Core Technologies and to propose the project to the City of Alpena.

D) **Airport Committee** – November 14, 2019
ACTION ITEM #AC-1: The Committee recommends the transfer of \$7,031.10 from Line 295-536-625 PFC Equity Fund to Line 295-536-805 Consulting Services to pay Primary Airport Services invoice 1096-11.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$120.05 from Line 295-536-625 PFC Equity Fund to Line 295-536-805 Consulting Services to pay Primary Airport Services invoice 1112-03.

ACTION ITEM #AC-3: The Committee recommends the transfer of \$846.20 from Line 295-536-625 PFC Equity Fund to Line 295-536-805 Consulting Services to pay Primary Airport Services invoice 1102-14.

ACTION ITEM #AC-4: The Committee recommends the extension of the current lease of the Fuel Farm, which is currently held by Huron Aviation Services and expires on 12/9/19, for another 3 years effective 12/10/2019 through 12/10/2022.

E) **Finance/Building Maintenance and Recreation Committee** – November 20, 2019

| | | |
|----------------------------|-------------------|------------------|
| | SUBMITTED: | APPROVED: |
| General Fund & other funds | \$108,494.59 | \$108,494-59 |

ACTION ITEM #FM-1: The Committee recommends to approve the Health Department request for reimbursement of an air conditioner unit repair at the Health Department in the amount of \$584.74 which is half the cost of the repair from Weinkauf (\$1,169.48) with monies coming out of line item #249-265-931. The unit is part of the building and will be owned by the County as presented.

ACTION ITEM #FM-2: The Committee recommends to approve the Animal Control Officer's request to use funds from the Animal Control Budget for a county-wide brochure mailing pertaining to dog licensing requirements in Alpena County in the amount of \$6,474.81 (estimate from Allegra) and for the installation of internet access/communication network (wireless) at the Animal Control Shelter in the amount of \$2,260 (Vector Tech Group) with a total amount

\$8,734.81 coming out of line #101-430-801.001 (Professional Services – Animal Control) to pay for both items as presented.

ACTION ITEM #FM-3: The Committee recommends we authorize the Sheriff to purchase in-car computers from Midwest Public Safety, LLC in the amount of \$45,000 with an additional amount of \$5,091.79 for additional expenditures with monies coming out of the Base Security Fund as presented.

ACTION ITEM #FM-4: The Committee recommends we approve the Taser Leases in the amount of \$2,240 per year (expires in 2022) and the Taser Cartridge Leases in the amount of \$2,407 per year (expires in 2022) with a total of \$4,647 per year coming out of the Base Security Fund as presented.

ACTION ITEM #FM-5: The Committee recommends we authorize the Treasurer to adjust the DARE Revenue for 2020 to \$5,500 line item #101-305-549 and the DARE Expenses for 2020 will be \$5,500 as presented.

ACTION ITEM #FM-6: The Committee recommends we authorize the Treasurer to adjust the ORV Grant line items and the Snowmobile Grant line items for the Sheriff's Office 2020 Budget as presented.

ACTION ITEM #FM-7: The Committee recommends we approve the Pay Application #12 invoice from Spence Brothers for the new airport terminal in the amount of \$177,403.58 with monies coming out of line item #481-595-975 as presented.

ACTION ITEM #FM-8: The Committee recommends we approve the 2020 Older Persons Committee's Grant recommendations as presented and authorize the Chairman of the Board to sign them pending budget approval.

ACTION ITEM #FM-9: The Committee recommends we approve the 2020 Youth & Recreation Committee's grant recommendations as presented and authorize the Chairman of the Board to sign them pending budget approval.

ACTION ITEM #FM-10: The Committee recommends we approve the NEMCSA Lease Renewal Extension (December 1, 2019 to November 30, 2020) for one year as presented.

ACTION ITEM #FM-11: The Committee recommends we approve the Memorandum of Understanding (MOU) with the Department of Corrections (June 1, 2019 to May 31, 2020) and may be renewed for three additional one-year terms upon the mutual agreement of the parties for the State requirement that the hard drives of the copiers be clear of any image of data before the device leaves the Probation/Parole office for any reason and to notify MDOC in writing when the NMFD has been successfully wiped.

ACTION ITEM #FM-12: The Committee recommends to authorize the IT Department to pursue Core Technologies to upgrade their IT equipment in the amount of \$19,202.00 (\$16,802 for the Sheriff's Office, \$1,800 for Central Dispatch, \$600 Prosecutor's Office) with a one-time

migration cost of \$3,420 (County's portion) and start as soon as possible with monies coming out of IT Budget for 2019 #101-958-933.011 and authorizer the Treasurer to make the necessary adjustments once the Contracts are signed.

ACTION ITEM #FM-13: The Committee recommends we approve the Granger Construction Pay Application #9, invoice #009182300, for the new jail in the amount of \$266,400.70 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-14: The Committee recommends we approve the BKV Group Invoice #51341, for the new jail in the amount of \$12,215.80 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-15: The Committee recommends we approve the Huron Engineering and Surveying invoice #3378 for the new Jail in the amount of \$3,597.50 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-16: The Committee recommends we authorize the Clerk to sign the deed from the MDOT building back to the County and pay the filing fee of \$30.00 for the Building Authority with monies coming out of line item #101-200-801 as presented.

ACTION ITEM #FM-17: The Committee recommends we approve the installation of an antenna at the 911 Center for the Radio Amateur Civil Emergency Service (RACES) in the amount of \$1,685.30 from Grand Traverse Mobile Communications with monies coming from line item 101-426-931.001 (RACES/ARES Upgrades) after the following transfers are made.

Moved from line item numbers:

101-426-977.001 \$545.06 Equipment – radio supplies
101-426-934.000 \$250.99 Vehicle maintenance

Moved into line item number:

101-426-931.001 \$796.05 RACES/ARES Upgrades

F) Budget Meetings:

October 30, 2019
October 31, 2019
November 6, 2019
November 7, 2019
November 13, 2019

Moved by Commissioner Karschnick and supported by Commissioner Thomson 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, Thomson, Kozlowski and McRoberts. NAYS: None. Motion carried.

Health Care Options

Chairman Brad McRoberts presented the Poll Action Item below for approval.

Option 1: Make available to eligible employees Priority Health Care HSA plan with the County contributing \$1000 to each employee's HSA account as soon after January 1 as processing time allows. After this, the County will match dollar-for-dollar to the employee's contributions up to an additional \$800.

OR

Option 2: Each Union have the flexibility to choose from the three plans with 80/20 (as a custom cap) payment.

POLL ACTION ITEM #1: Recommendation to offer Health Care options as presented and allow each Union to vote and choose between option 1 and option 2.

Moved by Commissioner McDonald and supported by Commissioner Karschnick to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson and McRoberts. NAYS: Commissioner Kozlowski. Motion carried.

2020 Budget

Chairman Brad McRoberts presented the Action Item below for approval:

ACTION ITEM #2: Recommend that the 2020 Budget be placed on display in the Treasurer's Office, the Clerk's Office and the Commissioners' Office no later than December 2, 2019, after the County Treasurer makes necessary adjustments.

Moved by Commissioner Thomson and supported by Commissioner Adrian to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, McDonald, Thomson, and McRoberts. NAYS: Commissioners Fournier and Kozlowski. Motion carried.

Approval of New IT Director

Chairman Brad McRoberts presented new IT Director with base pay, step increase and vacation.

ACTION ITEM #3: Recommendation to approve the base pay with Step 1 increase at six months and approval of a planned vacation in April with use of PTO as presented.

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

Time Change for December Full-Board Meeting

Chairman Brad McRoberts presented request to change the time of the full-board meeting on December 17, 2019 from 1:00 p.m. to 3:00 p.m. due to a District Health meeting in Cheboygan; the Commissioners attending the meeting would not be back for the normal 1:00 start time.

ACTION ITEM #4: Recommendation to approve time change for the full-board meeting on December 17, 2019 to 3:00 p.m. as presented.

Moved by Commissioner Adrian and supported by Commissioner Fournier to approve the above Action Item as presented. Motion carried.

Administrative Service Agreement

County Clerk Bonnie Friedrichs presented the Administrative Service Agreement for the Sheriff and Undersheriff. This was previously approved by the board; the only reason for presenting it again is that MERS needs the information on their form.

ACTION ITEM #5: Recommendation to approve the Administrative Service Agreement prepared on the MERS form for the Sheriff and the Undersheriff as presented.

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

Resolution #19-19 - Beaver Lake Special Assessment District

Drain Commissioner Gerald Fournier presented Resolution #19-19.

RESOLUTION #19-19
ALPENA COUNTY BOARD OF COMMISSIONERS
BEAVER LAKE

WHEREAS, the Alpena County Circuit Court entered an Order on October 25, 1979, establishing the inland lake level for Beaver Lake, located in Ossineke and Green Townships, Alpena County and establishing a special assessment district to maintain the lake level (“1979 Order”); and

WHEREAS, Part 307 of the Natural Resources and Environmental Protection Act (Inland Lake Levels), MCL 324.30701 et seq (“Part 307”) requires the County Board of Commissioners, or its delegated authority, to maintain the established level; and

WHEREAS, Section 30707(5) gives the Alpena County Circuit Court continuing jurisdiction over the 1979 Order and the 1979 Order provides that “said Special Assessment District is without prejudice to any future petition to change the character of said District”; and

WHEREAS, the Alpena County Board of Commissioners deems it necessary to institute proceedings in Alpena County Circuit Court to revise Beaver Lake’s Part 307 Special Assessment District.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Commissioners designates the Alpena County Drain Commissioner as its delegated authority to perform all duties authorized under Part 307.
2. The Board directs the Drain Commissioner to appoint legal counsel to institute proceedings in Alpena County Circuit Court to revise Beaver Lake’s Part 307 Special Assessment District.
3. The Board directs the Drain Commissioner to utilize an engineering firm to assist with the preparation of the revised special assessment district.
4. The Board determines that the costs associated with revising Beaver Lake’s Special Assessment District shall be defrayed by special assessments following the procedures in Part 307.
5. After revising the Beaver Lake Part 307 Special Assessment District, the Drain Commissioner, as delegated authority, shall prepare a computation of costs and prepare a special assessment roll consistent with the requirements of Part 307.
6. All resolutions and parts of resolutions insofar as may be in conflict herewith are hereby rescinded.

Moved by Commissioner Thomson and supported by Commissioner McDonald to adopt Resolution #19-19 as presented. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and McRoberts. NAYS: None. Motion carried.

Carpet Tile Installation at 911/Office of Emergency Services

Maintenance Supervisor Wes Wilder presented the request to install carpet tiles in the 911/Office of Emergency Services.

ACTION ITEM #6: Recommendation to approve replacement of carpet tiles in the 911/Office of Emergency Services in the amount of \$2,589.57 from Young's Flooring as presented, and increase line item 101-265-932 (Building and Grounds Maintenance) by \$2,590.00 as follows:
211-325-860 \$2,381.00 (Non-Training Travel)
101-146-860 \$ 79.00 (Travel)
101-265-933 \$ 130.00 (Grounds Maintenance)

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

Senior Citizens Kitchen Remodel/Addition

Director of the Alpena Senior Citizens Center, Annie Hepburn, presented to the Board that the Center has received a \$200,000 Allen Foundation grant to create a teaching kitchen. They need a new walk-in cooler and larger equipment to teach the seniors and community members with focus on quality of life and chronic disease. The grant, however, doesn't allow them to pay for brick and mortar. They are looking for monies for a 12x18 addition to the kitchen for this project. Since the County owns the building, approval is needed to move forward with additional grant requests. No funds are being requested from the County budget.

ACTION ITEM #7: Recommendation to approve the Alpena Senior Citizens Center request to seek grant funds to cover the brick and mortar portion of their kitchen remodel/addition project as presented.

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

IT Equipment Request/Bids – IT Servers

Chairman Brad McRoberts presented request for IT Equipment Bid Upgrade.

ACTION ITEM #8: Recommendation to approve the IT Bid proposal to purchase two IT servers from NetSolutions LLC (with cost to include two servers, Windows licenses and associated hardware to complete the build of the two servers) in the amount of \$20,000.00 from line item 402-234-980.251 as presented.

Moved by Commissioner Karschnick 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, Thomson, Kozlowski and McRoberts. NAYS: None. Motion carried.

Resolution – Governor Whitmer Regarding Michigan’s 2020 Budget

Commissioner Dave Karschnick presented the request to send a letter to Governor Whitmer regarding the State’s 2020 Budget.

ACTION ITEM #9: Recommendation to compose a letter regarding the State’s 2020 budget cuts affecting Northern Michigan and send to Governor Whitmer as presented.

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

Public Comment

Angela Stevens addressed the board with concerns she has with regards to health care for the inmates at the jail.

Adjournment

Moved by Commissioner Fournier and supported by Commissioner Adrian to adjourn. Motion carried. Meeting adjourned at 5:57 p.m.



Brad McRoberts, Chairman of the Board



Bonnie Friedrichs, County Clerk

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