

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
Full Board Meeting Minutes  
Tuesday, May 27, 2025 – 1:00 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, May 27, 2025, at 1:00 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; and John Kozlowski, District #8. Commissioner Travis Konarzewski, District #7 excused.

**PRAYER**

Prayer was offered by Pastor Jim Erickson of Immanuel 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 LaHaie and supported by Commissioner Peterson to adopt the agenda as presented. Motion carried.

**PUBLIC COMMENT**

None.

**BILLS TO PAY**

Chair Kozlowski presented the bills to be paid.

General Fund & Other Funds

SUBMITTED:  
\$53,867.79

APPROVED:  
\$53,867.79

Commissioner LaHaie inquired about two Medical Examiner invoices. County Clerk Keri Bertrand pulled the invoice for further explanation.

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

### **CONSENT CALENDAR**

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

- A) **Finance Ways & Means Committee Meeting Minutes** – May 13, 2025
- B) **Local Emergency Planning Committee Meeting Minutes** – May 15, 2025
- C) **Local Planning Team Meeting Minutes** – May 15, 2025
- D) **Central Dispatch Committee Meeting Minutes** – May 15, 2025

ACTION ITEM CDC#1: The Committee recommends approval of the Emergency Alert System Activation Policy as amended.

ACTION ITEM CDC#2: The Committee recommends approval of the Second Avenue Bridge Opening Policy as amended.

ACTION ITEM CDC#3: The Committee recommends approval of the Motor Vehicle Wrecker Policy as presented.

ACTION ITEM CDC#4: The Committee recommends approval of the Meddrun-Chempack Policy as presented.

- E) **Courts & Public Safety Committee Meeting Minutes** – May 19, 2025

ACTION ITEM CPS#1: The Committee recommends approval of a one-time transfer of funds from both the Prosecutor's Office (101-296-702.001 Legal Secretary) and the Sheriff's Office (101-351-817.000 Prisoner Board) in the amounts of \$4,000 into HUNT line item 101-314-959.000 as presented.

*\*Action Item CPS#1 pulled from Consent Calendar.*

**F) Facilities, Capital & Strategic Planning Committee Meeting Minutes – May 21, 2025**

**INFORMATIONAL: Parks & Recreation Committee Meeting Minutes – April 9, 2025**

Moved by Commissioner Bray and supported by Commissioner Britton 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, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused. Motion carried.

**ACTION ITEM #CPS-1, HUNT TRANSFER**

Commissioner Ludlow asked to pull Action Item #CPS-1 from the Consent Calendar for further discussion. Commissioner Ludlow reported that although HUNT is very important to the county, the board knew this when they decided to cut the funding, and this is how they get into the financial problems they are currently in. The \$8,000 could be used to help balance next year's budget. When the board allocated money to these individual budgets it was for the specific budget and not to give it to another entity and HUNT budgeting can be looked at for the next budget cycle.

Alpena County Prosecutor and HUNT board member Cynthia Muszynski answered questions.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve a one-time transfer from both the Prosecutor's Office and Sheriff's Office each for \$4,000 for HUNT funding as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: Commissioner Ludlow. Commissioner Konarzewski, excused. Motion carried.

**ACTION ITEM #3: Recommendation to approve a one-time transfer of funds from both the Prosecutor's Office (101-296-702.001 Legal Secretary) and the Sheriff's Office (101-351-817.000 Prisoner Board) in the amount of \$4,000 into HUNT line item 101-314-959.000 as presented.**

**BUDGET ADJUSTMENT**

County Administrator Jesse Osmer presented the following budget adjustments for approval:

**ACTION ITEM #4: Recommendation to approve the following budget adjustments:**

**The creation of a new line item #101-000-690-000, titled 'Budget Use of Funds Balance' with an amount of \$200,000**

**Increase line item #101-301-702-002 by \$25,000.00**

**Increase line item #101-351-702.008 by \$25,000.00**

**Increase line item #402-234-699.000 by \$50,000.00**

**Increase line item #677-271-699.000 by \$100,000.00**

Administrator Osmer reported that creating the new line item is under the advisement of our auditor. The increases to Fund 677 and Fund 402 are simply to ensure compliance with board policies as both funds are to be kept at a \$100,000 minimum. The other two adjustments are to increase Deputy Payroll and Correction Officers Payroll to help backfill using funds that come in higher than expected through various means.

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

### **URGENT NEED PROGRAM GRANT**

Administrator Osmer reported the director of the Community Foundation called him inquiring about the debris collection site at the airport as other counties had reached out to them wanting to mimic the cleanup. There has not been a decrease in use at the site, but the funding has run out. The Community Foundation granted a second round of \$5,000 funding with the understanding that the county would hire two part time people to run the site for a couple of hours, 2-3 days a week beginning in early June and running through the end of August. There is no county match. The funding will also cover the overtime costs associated with Grounds & Maintenance going once a week to break down the debris and run the machinery.

Moved by Commissioner Fournier and supported by Commissioner Britton to accept the Urgent Need Program Grant funding as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused.

**ACTION ITEM #5: Recommendation to accept the Community Foundation Urgent Need Program Grant funding in the amount of \$5,000, distributing accordingly, to fund the debris collection site at the airport and execute the plan as presented.**

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

**Facilities, Capital & Strategic Planning Committee Update** – No new updates.

**Airport Committee Update** – Chair LaHaie reported enplanements were down last month due to the ice storm. The airport is trying to get another flight to come in during the day at a different time and some of the runway lights were not installed properly and they will need to find out whether it was the engineer or the contractor that is at fault.

**Courts & Public Safety Committee Update** – No new updates.

**Personnel Committee Update** – No new updates.

### **POLL VOTE #1 – AMBULANCE TO SHERIFF’S OFFICE**

Chair Kozlowski presented Poll Vote #1 as informational.

**POLL VOTE ACTION ITEM #1: Recommendation to give the ambulance, a 2012 Chevy, VIN # ending in 87256, to the Sheriff’s Department for the purpose of modifying it for use in community outreach as presented.**

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

### **POLL VOTE #2 – FAIRBOARD PROJECTS AT FAIRGROUNDS**

Chair Kozlowski presented Poll Vote #2. Fairboard President Courtney Tauriainen reported there was question regarding the slope of the sheep barn. The Fairboard is working with a licensed contractor, and the slope of the barn floor will be done correctly. Chair Kozlowski asked for a motion.

Moved by Commissioner Peterson and supported by Commissioner Bray to approve the Fairboard moving forward with the projects on the list provided to the Facilities Committee as presented. Motion carried.

**ACTION ITEM #6: Recommendation to move forward with the projects on the list provided to the Facilities Committee by the Fairboard, at no cost to the County, ensuring all projects are up to code, and that the Fairboard works with the Fairgrounds Manager when scheduling these projects as presented.**

### **CORRESPONDENCE**

Chair Kozlowski made mention of the public hearing that was held prior to today’s meeting regarding the expansion of the Road Commission. One constituent was unable to attend the hearing and sent an email to the board for review. Administrator Osmer reported the next public hearing for the Road Commission expansion will be held at the beginning of June’s Full Board meeting beginning at 5:30 p.m. and not one hour before the meeting begins.

Administrator Osmer reported the school board vacancy on the Planning Commission has been filled with the appointment of Dave Rabbideau.

### **NEW BUSINESS**

Chair Kozlowski announced he received an email from the White House to attend a leadership conference on the 17<sup>th</sup> of June. Administrator Osmer reported the travel costs will be covered with credit card points earned and he is working with the auditor to make sure the costs are recorded properly.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Britton to adjourn the meeting. Motion carried. The meeting was adjourned at 1:44 p.m.

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John Kozlowski, Chairman of the Board

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Keri Bertrand, County Clerk