

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
July 27, 2021 – 1:00 p.m.
Howard Male Conference Room/Zoom Room**

The Alpena County Board of Commissioners met and was called to order by Chairman Robert Adrian in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom Conference Call on Tuesday, July 27, 2021 at 1:00 p.m.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Roll was called with the following Commissioners present: Donald Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Kevin Osbourne, District #6; and Marty Thomson, District #7. John Kozlowski, District #8 excused.

AGENDA

Moved by Commissioner Gilmet and supported by Commissioner Peterson to adopt the agenda with the following additions: 1) Attorney Contract, 2) Grant paperwork for FY22 HUNT Grant, 3) 2020 Audit Report, and 4) Airport Item – Steve Smigelski, Airport Manager. Roll call vote: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Kozlowski excused. Motion carried.

PRAYER

Prayer was offered by Pastor Joe Collins of Shoreline Wesleyan Church.

PUBLIC COMMENT

None.

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – June 29, 2021
Special Session – July 13, 2021
- B) **Jail Adhoc Committee – July 7, 2021**
- C) **Housing & Public Conservator Committee – July 8, 2021**

D) Airport Committee – July 8, 2021

ACTION ITEM #AC-1: The Committee recommends The Committee recommends the transfer of \$39,705.40 from line 295-595-625 PFC Equity Fund to 295-595-977 High Speed Broom to pay the balance of the High-Speed Broom grant, with the amount being reimbursed at grant close out.

Not approved on Consent Calendar

E-1) Personnel Committee – July 13, 2021

ACTION ITEM #PM-1: The Committee recommends to pay Liz Skiba \$59.00 per day, retroactive to July 1, 2021, until such time as the new Magistrate completes pre-employment processing and commences employment with County of Alpena, as presented. Monies are in the District Court budget.

ACTION ITEM #PM-2: The Committee recommends the Emergency Services Coordinator create an eligibility list for full- and part- time positions for the next two years, as outlined in the labor contract, as presented.

ACTION ITEM #PM-3: The Committee recommends to allow the Sheriff's Office to offer lateral transfers for the purpose of pay for the budget years 2021-22, as presented (including three current employees and lateral transfers from Montmorency County).

ACTION ITEM #PM-4: The Committee recommends to approve the purchase of MERS Service Credit for Michael Lash, as presented.

ACTION ITEM #PM-5: The Committee recommends to approve providing employees up to two (2) paid hours off work, upon approval of their schedule with their Department Head, for a COVID vaccination appointment, as presented. Verification via a vaccination card is required.

ACTION ITEM #PM-6: The Committee recommends to make an exception to Board policy and reclassify Kim Elkie to Board Assistant 2, effective August 1, 2021, as presented.

E-2) Personnel Committee – July 23, 2021

ACTION ITEM #PM-1: The Committee recommends to approve the contract with Russ Rhynard for part-time legal counsel to the County, as presented.

F) Finance Committee – July 21, 2021

ACTION ITEM #FM-1: The Committee recommends to make an exception to the Board Policy and approve an increase in the wage line item of approximately \$1,064.00 plus FICA and associated costs for the remainder of the year due to reclassification change from Administrative Assistant to Board Assistant for Kim Elkie, as presented.

ACTION ITEM #FM-2: The Committee recommends to approve the sealed bid selection of Restrooms Direct in the amount of \$5,694.00 (with no freight charge) with additional cost for installation and monies to come from the Building and Grounds Fund with line item to be created in the 631 Fund, as presented.

ACTION ITEM #FM-3: The Committee recommends to authorize the Maintenance Superintendent to obtain quotes and replace the air conditioning unit at District Health Department #4 including electrical costs, as presented.

ACTION ITEM #FM-4: The Committee recommends we approve the split Year 5 (2020-2021) expense in the amount of \$3,750.00 from Intrado Life & Safety Solutions Corporation with monies coming from line item #261-325-820.007.

ACTION ITEM #FM-5: On Full Board Agenda

ACTION ITEM #FM-6: The Committee recommends we approve the FY22 Veterans Affairs Fund Grant in the amount of \$28,398.00 with no County match, as presented, and authorize the Chairman of the Board to sign all pertinent documents. This has Grant Review Committee approval.

ACTION ITEM #FM-7: The Committee recommends we approve the Michigan Drug Court Grant in the amount of \$35,083.80 with an Organization Match of \$10,000.00 of In-Kind Services, no County cash match, for the 88th District Adult Drug & Alcohol Treatment Court, as presented, and authorize the Chairman of the Board to sign all pertinent documents. This has Grant Review Committee approval.

ACTION ITEM #FM-8: The Committee recommends to increase line item #295-595-801 to \$382,060.00 for the \$10,000 quarterly increase (\$20,000 total for 2021) from Alpena Ground Services due to additional services being provided, as presented.

ACTION ITEM #FM-9: The Committee recommends we approve the 2021 Second Quarter Budget Adjustments as presented.

Moved by Commissioner Gilmet and supported by Commissioner Thomson to approve the Consent Calendar as amended which includes actions as listed above and filing of all reports. Roll call vote: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Kozlowski excused. Motion carried.

AIRPORT – HIGH SPEED SWEEPER

Steve Smigelski, Airport Manager, reported that MDOT is requesting the final 10% payment of the High-Speed Broom Grant. Steve informed the board that he will receive reimbursement in about 6 to 8 months.

ACTION ITEM #AC-1: The Committee recommends the transfer of \$39,705.40 from line item #295-000-383 PFC Equity Fund to line item #295-595-977 High-Speed Broom to pay the balance of the High-Speed Broom Grant, with the amount being reimbursed at grant close out.

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

NEMCSA FY22 ANNUAL IMPLEMENTATION PLAN

Craig Zelazny, Older Persons Committee Chair, presented the Older Persons Committee Letter of Support for the Proposed Annual Implementation Plan for Aging Services for FY2022. Craig read the letter to the board requesting their support of this plan.

ACTION ITEM #FM-5: The Committee recommends to approve the Northeast Michigan Community Service Agency's FY 2022 Annual Implementation Plan for Aging Services.

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

2020 COUNTY AUDIT REPORT

Chelsea Meeder, Straley Lamp & Kraenzlein CPA, presented the County of Alpena 2020 Audit Report. The commissioners received an electronic copy for review with a bound copy in the Commissioner's Office.

ACTION ITEM #3: Recommendation to approve the County of Alpena 2020 Audit Report as presented.

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

OSCODA-WURTSMITH AIRPORT

Gary Kellan, Oscoda-Wurtsmith Airport Manager, introduced their Board Chairman Kevin Boyat and their Airport Assistant Manager Jack Brown. Gary gave a background of the Oscoda-Wurtsmith Airport and congratulated the Alpena Airport Manager, Airport Committee and Board of Commissioners for the new airport terminal. Kevin Boyat thanked the Airport Manager Steve Smigelski and the Board of Commissioners for donating the truck to them and presented an appreciation plaque to the board.

FY2022 HUNT GRANT

D/Lt. Stuart Sharp, Huron Undercover Narcotics Team, presented the FY22 HUNT Grant for approval. This is an annual request to support the HUNT team and requires the chairman to submit the grant before the 3rd week of August. This and will need a budget adjustment when they receive the award and the final acceptance of the award. The grant paperwork requires an electronic signature and he stated they will complete all the information. This is an 100% grant with no county match.

Moved by Commissioner Peterson and supported by Commissioner Gilmet to approve the above Action Item as presented. Roll call vote: AYES: Commissioners Gilmet, Karschnick,

Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Kozlowski excused. Motion carried.

FAIRBOARD REQUEST - BLEACHER REPAIRS

Tim Slosser, Alpena Agricultural Society Secretary, presented the request for assistance with the cost to repair the bleacher boards at the Fairgrounds before the Alpena County Fair. Tim informed the board that there are approximately 45-60 boards that need repair/replacing and a small handicap ramp that needs some concrete that has rotted away. He estimates that this would cost less than \$2,000 as they are only 12-foot boards. Wes reported there are approximately 33 boards that need replacing and he can cover the expense in his budget. Tim asked if Wes and his crew could remove the old boards before this weekend that he has some volunteers that will help him put the new boards in this weekend. The board discussed and recommended that Wes purchase the boards and that Tim can pick up the order.

Moved by Commissioner Karschnick and supported by Commissioner Osbourne to approve up to \$2,000 for the purchase of boards for fairgrounds bleachers and a small area of concrete with monies from line item #101-268-933.000 Fairgrounds Maintenance. Roll call vote: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Kozlowski excused. Motion carried.

JAIL ADHOC COMMITTEE – OLD JAIL DISCUSSION

Commissioner Bill Peterson, Jail Adhoc Committee Chair, presented an update on the old jail reporting he has received a lot of requests on the old jail building and property. The board discussed and recommended this be taken to the Building Maintenance Recreation and Insurance Committee to discuss and work on an RFP at their next meeting and bring their recommendation to the board.

Sheriff Kieliszewski reported the open house was a success. He informed the board that he will come up with a list of items that will be left behind in the old jail when they move to the new jail and present to the commissioners.

AUDITOR RATES - ARPA ASSISTANCE

Chairman Adrian reported the Auditor Rates for ARPA (American Rescue Plan Act) Assistance from Straley Lamp & Kraenzlein, P.C. is in the board packet for review. Phil Straley, Straley Lamp & Kraenzlein CPA, reported that he met with the Finance Committee, and they asked him to follow up with a proposal for their rates and fees and he included their proposal along with additional information. Chairman Adrian reported there are three different options available. Discussion and recommendation to hire current auditors to assist with the ARPA Grant and financial reporting with the first report being due in August. Treasurer Ludlow informed the board that the only expense for the grant to date are checks that have been ordered.

Moved by Commissioner Thomson and supported by Commissioner Fournier to approve hiring Straley, Lamp & Kraenzlein P.C. to assist with the American Rescue Plan Act and the financial reporting. Roll call vote: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Kozlowski excused. Motion carried.

AMERICAN RESCUE PLAN UPDATE

Chairman Adrian presented an update on the American Rescue Plan Act reporting that he reached out to an AC/Heating Engineer who reviewed the Courthouse Building, District Health Department, and Department of Health and Human Services for heating/AC upgrades to bring up to current standards and their review was complimentary. Discussion and recommendation to have workshops and to meet the first week in August.

CORRESPONDENCE

Chair Adrian reported he received a copy of a media release from Larry Clark regarding the South Corridor, and he sent a copy to the commissioners.

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Fournier and supported by Commissioner Peterson to adjourn. Roll call vote: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Kozlowski excused. Motion carried.

The meeting adjourned at 2:08 p.m.



Robert Adrian, Chairman of the Board



Bonnie Friedrichs, County Clerk

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