

FINANCE WAYS & MEANS COMMITTEE
MEETING MINUTES
Tuesday, March 11, 2025 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Bill Peterson, Vice Chair/Finance Chair
John Kozlowski, Board Chair
William LaHaie
Dan Ludlow
Lucille Bray
Brenda Fournier
Todd Britton
Travis Konarzewski

Others Present: Keri Bertrand, County Clerk
Cindy Cebula, County Treasurer
Jesse Osmer, County Administrator
Rachel Smolinski, NMMMA
Don Gilmet, NMMMA
Dave Guthrie, Remonumentation Administrator

CALL TO ORDER

Chairman Bill Peterson called the meeting to order at 9:30 a.m.

ROLL CALL

Roll call was taken: All committee members present.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ADOPT AGENDA

Moved by Commissioner Bray and supported by Commissioner Britton to adopt the agenda with the addition of an Introduction. Motion carried.

PUBLIC COMMENT

Julie Brynes of Alpena gave an update from the Library Board. The board voted to approve the Garden Project and to start a director search and conduct interviews. There was an election of new officers; President, Dustin Budd; Vice-President, Joe Garber; Secretary, Traci Collins; and Treasurer, Julie Byrnes. They will be changing elevator companies after the current contract expires in September.

INTRODUCTION

Board Chairman John Kozlowski introduced and welcomed the new Deputy Treasurer Rikki Nadeau.

BILLS TO PAY

INFORMATION ITEM: Chairman Peterson presented the bills to pay for approval.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$127,645.16	\$127,645.16

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

NMMMA

Northeast Michigan Materials Management Authority Treasurer Rachel Smolinski gave a presentation and update on the NMMMA Regional MRF Project and presented a contract pursuant to Act No. 233, Public Acts of Michigan with a resolution for review and approval for the issuance of bonds.

Ron Liscombe, Bond Counsel with Miller Canfield, reported the bond amount was set high at \$1.6 million to provide flexibility as bids for construction have not yet been received so the project would not have to be delayed if the projected amount of \$1.2 million came in higher.

Questions were answered by Ron, Rachel, RRS representative Annie White, and Don Gilmet with NMMMA. Discussion was made on corrections and amendments to the contract and resolution.

Motion was made by Commissioner Kozlowski and supported by Commissioner Fournier to table until the next Full Board meeting pending further information and an updated contract. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval to table the NMMMA contract and resolution regarding bonds pending further information and updates being made to the contract as presented.

REMONUMENTATION SERVICE AGREEMENTS

Remonumentation Administrator Dave Guthrie presented the 2025 professional services agreements with Huron Engineering & Surveying in the amount of \$17,550 and Lewis and Lewis Professional Surveying in the amount of \$18,900 for review and approval. This year's grant amount for remonumentation in Alpena County is \$46,951. Eighty percent was budgeted for contract surveying and the remaining twenty percent for administration. Both companies are local, have a lot of experience in the program and both came in under budget.

Motion was made by Commissioner Kozlowski and supported by Commissioner Britton to recommend approval of the Huron Engineering & Surveying and Lewis and Lewis Professional Surveying agreements as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the Professional Services Agreements with Huron Engineering & Surveying in the amount of \$17,550 and Lewis and Lewis Professional Surveying in the amount of \$18,900 for Remonumentation Services in Alpena County as presented.

COUNTY TREASURER MONTHLY REPORTS

INFORMATION ITEM: Treasurer Cindy Cebula presented the monthly reports for February 2025.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve receiving and filing of the monthly Treasurer's Report for February 2025 as presented. Motion carried.

INFORMATION ITEM: Treasurer Cebula presented a policy for weekly transmittals to the Treasurer's Office for review and approval. Some units are not turning deposits in weekly. This policy will ensure the department heads and/or elected officials make sure whoever does their transmittals will be taken in weekly.

Motion was made by Commissioner Kozlowski and supported by Commissioner Konarzewski to recommend approval of the Policy for Weekly Transmittals to the Treasurer's Office as presented. Motion carried.

ACTION ITEM #3: The Committee recommends approval of the Policy for Weekly Transmittals to the Treasurer's Office as presented.

BUDGET ADJUSTMENTS

1. Budget Adjustments – County Administrator

ACTION ITEM #1: The Committee recommends approval to transfer \$125,400 from the Opioid Settlement Revenue line item 284-200-685.000 into Jail/Corrections Transfer from 284 Opioid Settlements line item 101-351-699.284 as presented.

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.

ACTION ITEM #3: The Committee recommends approval of the budget amendment to transfer the 2024 Materials Management Plan line item amounts into the 2025 Budget as follows:

\$8,000.00	to	297-523-550.002	MMP Grant – Iosco
\$8,000.00	to	297-523-550.003	MMP Grant – Montmorency
\$8,000.00	to	297-523-550.004	MMP Grant – Oscoda
\$ 61.00	to	297-523-665.000	Interest

ACTION ITEM #4: The Committee recommends approval to transfer \$424,000 from the New Jail Millage line item 213-301-995.000 to the Transfer from Jail Levy Fund 213 line item 101-351-699.006 as presented.

ACTION ITEM #5: The Committee recommends approval of the following budget adjustment request:

Increase to Revenues

101-710-699.000	Contribution from Y & R	\$41,200
101-710-699.001	Contribution from Y & R Mini Grant	\$35,700

Increase to Expenditures

101-710-702.002	Administration	\$33,000
101-710-709.000	Social Security	\$ 2,000
101-710-711.000	Medicare	\$ 500
101-710-724.009	Workers Compensation	\$ 200
280-753-969.017	MSU 4H Development Program	\$41,200

2. Budget Adjustment – County Clerk

ACTION ITEM #6: The Committee recommends approval to increase revenue line item 101-261-677.000 Reimbursements & Refunds by \$12,654 and increase expense line item 101-261-956.000 Election Expenses by \$12,654 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 as presented.

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

INFORMATIONAL – ENTERPRISE INVOICE POLL VOTE

POLL VOTE ACTION ITEM #1: Recommendation to pay Enterprise Fleet Management Invoice FBN5252048 in the amount of \$21,940.43 as presented.

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

MOTION TO RISE & REPORT

Moved by Commissioner Konarzewski and supported by Commissioner Ludlow to rise and report. Motion carried.

CONSENT CALENDAR

Board Chairman John Kozlowski presented the Minutes from the following meetings for board approval.

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – February 25, 2025 (*Minutes only)**
- B) **Personnel Committee Meeting Minutes – March 4, 2025**

ACTION ITEM #PC-1: The Committee recommends approval to remove all part time employees from the life insurance policy as presented.

ACTION ITEM #PC-2: The Committee recommends approval of Mutual of Omaha’s Basic Employee Assistance Program for no additional cost as presented.

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

ROAD COMMISSION EXPANSION

County Administrator Jesse Osmer reported in 2023 and 2024 discussion was made to expand the Road Commission from 3 members to 5 members. The Board of Commissioners have the authority to expand the board following a series of steps that must be taken. The first step is to notify the Road Commission by letter followed by public comment and public hearings. The Road Commission was invited to the April 22nd meeting to give any input or suggestions on what they would like to see done with the board. A final vote will be made on July 8, 2025.

Moved by Commissioner Konarzewski and supported by Commissioner Britton to approve signing the letter and moving forward with the process to expand the Road Commission as presented. Motion carried.

ACTION ITEM #4: Recommendation to approve the Chairman sign the letter to be delivered to the Road Commission and move forward with the process to expand the Road Commission from 3 members to 5 members as presented.

EMERGENCY MANAGEMENT

Administrator Osmer reported things are going very well with joining Montmorency County for Emergency Management. A contract is being drafted and will be ready for review at the March 25th meeting. A job description was created, and the process will begin to collect applications. The contract will be approved prior to the interview process which will take place in early April.

RECYCLING BINS

Administrator Osmer reported he has been in contact with Besser Company on the placement of the recycling bins. He is hoping to hear back from them later this week on whether or not they will approve recycling bins being put at the soccer field location.

MAINTENANCE TRUCK

Administrator Osmer reported the Parks and Recreation Commission are in need of a truck for Long Lake Park. There was an informal request made to the Maintenance Department for use of their flatbed truck, but that vehicle is used for many different projects and the request was declined. There is a 2012 Ford F-250 with a plow from Maintenance that just came out of the shop. In exchange for paying the invoice amount of \$2,546.10 the Parks could have that truck.

Moved by Commissioner Peterson and supported by Commissioner Bray to approve the Chairman sign the letter to the Parks Commission as presented. Motion carried.

ACTION ITEM #5: Recommendation to approve the Chairman sign a letter to the Parks & Recreation Commission offering them the 2012 Ford F-250 with plow in exchange for paying the invoice from Werda Auto for work performed in the amount of \$2,546.10 as presented.

PUBLIC COMMENT

None.

CLOSED SESSION


The Board went into closed session for a Personnel Issue at 11:16 a.m. and opened session at 11:46 a.m. Roll call was taken: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski present.

ADJOURNMENT

Moved by Commissioner LaHaie and supported by Commissioner Britton to adjourn the meeting. Motion carried. The meeting was adjourned at 11:47 a.m.



John Kozlowski, Board Chairman



Keri Bertrand, County Clerk

kvm