

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS**

DRAFT

**Full Board Meeting Minutes
September 29, 2021 – 5:30 p.m.
Howard Male Conference Room and Zoom Conference Call**

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 Wednesday, September 29, 2021 at 5:30 p.m.

PLEDGE OF ALLEGIANCE

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

PRAYER

Prayer was offered by Elder Terry Denmark of the First Assembly of God in Alpena.

ROLL CALL

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

AGENDA

Moved by Commissioner Peterson and supported by Commissioner Fournier to adopt the agenda with the following addition: 1) Part-time clerical vacancy at MSU Extension office. Roll call vote: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski and Adrian. NAYS: None. Excused: Commissioners Gilmet and Osbourne. Motion carried.

RESOLUTION OF TRIBUTE

Chairman Adrian read aloud and presented a Resolution of Tribute to Executive Manager Tammy Sumerix-Bates, which included a summary of her 36½-year employment with the County of Alpena. She was thanked for her service to the County and to this Board. Tammy thanked the Board for their acknowledgement and wished them much success in serving the County.

COUNTY ADMINISTRATOR

Chairman Adrian introduced Mary Catherine Hannah, the new Alpena County Administrator.

PUBLIC COMMENT

Thea Lucas addressed the Board with a payroll and reimbursement question.

Jerry Kaschner spoke regarding ditch drainage affecting his property on Werth Road.

Edna Sorenson addressed the Board regarding support for Animal Control.

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – August 31, 2021
Special Session – September 14, 2021

- B) **Building Maintenance Recreation & Insurance Committee** – September 7, 2021

ACTION ITEM #BMRIC-1: The Committee recommends to replace one of the compressors, if freon is an item, and to hire Weinkauf Plumbing & Heating and not to exceed \$5,000 with testing being additional for the Health Department A/C Unit as presented.

- C) **Airport Committee** – September 9, 2021

- D) **Personnel Committee** – September 14, 2021

ACTION ITEM #PM-1: The Committee recommends to authorize filling the Crime Victim Compensation Fund Navigator position with the pay scale as follows with 100% grant funding, as presented.

Start	Step 1	Step 2	Step 3	Step 4	Step 5
\$16.83	\$17.23	\$17.63	\$18.02	\$18.42	\$18.82

ACTION ITEM #PM-2: The Committee recommends to approve the staffing recommendations for District Court as presented by the District Court Administrator: Danielle Kollen to Senior District Court Clerk effective 1/1/22; Jessica Konarzewski to District Court Clerk (Traffic Clerk) effective 1/1/22 and a new District Court Clerk (Collections/Probation Clerk) to start December 6, 2021, as presented.

ACTION ITEM #PM-3: The Committee recommends to approve filling the vacancy of Probation Officer/Treatment Court Case Manager, as presented.

ACTION ITEM #PM-4: The Committee recommends to approve the contract for temporary prosecuting attorney services with monies coming from budgeted but unused wages and authorize the Chairman of the Board to sign the contract, as presented.

- E) **Housing & Public Conservator Committee** – September 15, 2021

- F) **Finance Committee** – September 15, 2021

ACTION ITEM #FM-1: The Committee recommends to approve the FY2022 Child Care Fund Budget Proposal in the amount of \$1,069,825.00 for the Juvenile Division, as presented.

ACTION ITEM #FM-2: The Committee recommends to approve the annual renewal Active 911 invoice in the amount of \$2,695.00 with this budgeted item to be paid out of line item #261-325-955.003, as presented.

ACTION ITEM #FM-3: The Committee recommends to approve the West Shore Services Invoice #29104 for the yearly maintenance agreement for the warning sirens, in the amount of \$3,320.00 from the 2021 budget line item #101-426-932 with \$2,000.00 out of the County General Fund Balance and increase by that amount #101-426-932 for the agreement to no longer cross fiscal years, as presented.

ACTION ITEM #FM-4: The Committee recommends to approve the purchase of G5 pager replacement parts (antennas, batteries and belt clips) from Tele-Rad Inc. in the amount of \$1,416.30 from line item #261-325-970, as presented. This will require a transfer from the fund balance Pager Lease Reserve #261-000-385 to E-911 Improvement #261-325-970.

ACTION ITEM #FM-5: The Committee recommends to approve the purchase of MEVO Anywhere 4G Mobile Kit with 2 Phones (mobile 911 calls) from INdigital Inc. in the amount of \$6,392.38 from 2021 budget line item #261-325-970.003, as presented. (This purchase did not go out for bids due to the single source vendor.)

ACTION ITEM #FM-6: The Committee recommends to approve to fill the District Court Clerk (Collections/Probation Clerk) position and provide four weeks of training pay in the amount of \$2,400.00 to be paid from the wage line item, as presented.

ACTION ITEM #FM-7: The Committee recommends to approve Liz Skiba, District Court Administrator, for 15 hours of overtime pay, at \$35.00 per hour, over the next month to review the grants for Drug Treatment Court, as presented.

ACTION ITEM #FM-8: The Committee recommends to authorize the Treasurer to transfer \$14,437.00 from the Airport Fund Balance to #295-595-977.001 FF Overfill Equipment for installation of overfill protection equipment on the County-owned fuel farm, as presented.

ACTION ITEM #FM-9: The Committee recommends to transfer \$7,000.00 from the Contingency Fund to the Commissioners' Travel Line Item, #101-101-860, as presented.

ACTION ITEM #FM-10: The Committee recommends authorizing the Treasurer to appropriate \$10,000.00 from the Contingency Fund to the Plaza Pool for 2021 to be transferred immediately to ensure the Plaza Pool Fund does not have a Fund Deficit at the end of the year, as presented.

ACTION ITEM #FM-11: The Committee recommends to approve the Clerk's Office to convert a part-time position to full-time with \$20,000.00 to come from the Clerk's budget and approximately \$31,000.00 from the General Fund, as presented.

ACTION ITEM #FM-12: The Committee recommends to increase the Commissioners' salary by \$400.00 per month effective October 1, 2021 and no longer offer the payment in lieu of health

care. Commissioners who choose to purchase health care from the County will be responsible for 100% cost of premium. Commissioners are not eligible for HSA seed money or matching funds.

G) Court Committee – September 16, 2021

ACTION ITEM #CC-1: The Committee recommends to adopt the amended budget for the MAC Administrator for 2021.

ACTION ITEM #CC-2: The Committee recommends to approve the FY2022 MIDC Grant No. 2022-21 (10.01.21/09.30.22) in the amount of \$675,423.47 (State Grant contribution of \$513,660.66) with a County match of \$161,762.81 as presented. This has Grant Review Committee approval and attorney review.

ACTION ITEM #CC-3: The Committee recommends to approve an addendum to the current Attorney Contract for 2021 for Cristi VanMassenhove to take over for Chelsea Wallace remainder part of the 2021 Attorney Contract effective October 1, 2021 through December 31, 2021 as presented.

ACTION ITEM #CC-4: The Committee recommends to approve the Budget recommendation for 2022 as presented.

H) Ambulance Committee – September 20, 2021

ACTION ITEM #AMB-1: The Committee recommends to approve the Ambulance Fund Policy with revised changes as presented.

ACTION ITEM #AMB-2: The Committee recommends to approve to increase the Ambulance Fund training cost reimbursement from \$400 to \$500 as presented.

ACTION ITEM #AMB-3: The Committee recommends to approve the training reimbursement to Green Township in the amount of \$400 for Patrick Martin pending verification of passing the class and obtaining a license.

ACTION ITEM #AMB-4: The Committee recommends to approve the Ambulance & First Responders Millage 2022 recommended allocation and projects request for the Emergency Services Budget for 2022 as presented.

ACTION ITEM #AMB-5: The Committee recommends to transfer \$100,000 from line item #210-651-972 (Equipment/City Contract) into a reserve fund line item within the Ambulance Fund as presented.

ACTION ITEM #AMB-6: The Committee recommends to approve the 2022 Budget recommendations as presented.

I) Animal Control Adhoc Committee – September 21, 2021

ACTION ITEM #1: The Committee recommends to adopt the submitted changes to the Alpena County Animal Control Ordinance, as presented.

J) **ARPA Adhoc Committee** – September 24, 2021

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: AYES: Commissioners, Karschnick, Peterson, Fournier, Thomson, Kozlowski and Adrian. NAYS: None. Excused: Commissioner Gilmet and Osbourne. Motion carried.

RESOLUTION #21-22
ALPENA COUNTY HAZARD MITIGATION PLAN ADOPTION

Mark Hall, Emergency Services Coordinator, presented Resolution #21-22 Alpena County Hazard Mitigation Plan adoption. Upon adoption by the County, the plan goes to participating entities (Townships and City) for their adoption. The plan must be reviewed, updated and adopted every 5 years. Mark pointed out that a pandemic was not on the radar when the plan was created; however, he anticipates such an event will be included on the next update.

Resolution #21-22
County 2021 Hazard Mitigation Plan Adoption
Alpena, Michigan

A RESOLUTION OF THE ALPENA COUNTY ADOPTING THE 2021 ALPENA COUNTY
HAZARD MITIGATION PLAN

WHEREAS the Alpena County Board of Commissioners recognizes the threat that natural hazards pose to people and property within Alpena County; and

WHEREAS Alpena County has prepared a multi-hazard mitigation plan, hereby known as *2021 Alpena County Hazard Mitigation Plan* in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the *2021 Alpena County Hazard Mitigation Plan* identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Alpena County from impacts of future hazards and disasters; and

WHEREAS adoption by the Alpena County Board of Commissioners demonstrates their commitment to the hazard mitigation and achieving the goals outlined in the *2021 Alpena County Hazard Mitigation Plan*.

NOW THEREFORE, BE IT RESOLVED THAT: The *2021 Alpena County Hazard Mitigation Plan* is hereby adopted as an official plan of the County of Alpena. The content of this document, together with all maps attached to and contained herein are hereby adopted by the Alpena County Board of Commissioners as the *2021 Alpena County Hazard Mitigation Plan* on this 29th day of September 2021.

Moved by Commissioner Thomson and supported by Commissioner Peterson to

approve above Resolution #21-22 as presented. Roll call vote: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Excused: Commissioners Gilmet and Osbourne. Motion carried.

RESOLUTION #21-25
MICHIGAN'S PUBLIC SAFETY COMMUNICATIONS SYSTEM
INTEGRATION AGREEMENT

Mark Hall, Emergency Services Coordinator, presented Resolution #21-25 Michigan's Public Safety Communications System Integration Agreement.

RESOLUTION #21-25

Michigan's Public Safety Communications System Integration Agreement

At the September 29, 2021 meeting of the Alpena County Board of Commissioners, the following Resolution was offered:

BE IT HEREBY RESOLVED the Alpena County Board of Commissioners approves the Michigan's Public Safety Communications System Integration Agreement with Alpena County, and

BE IT FURTHER RESOLVED that Mary Catherine Hannah, Alpena County Administrator, is authorized to sign the aforementioned Agreements.

Moved by Commissioner Peterson and supported by Commissioner Fournier to adopt Resolution #21-25. Roll call vote: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Excused: Commissioners Gilmet and Osbourne. Motion carried.

BEAVER LAKE DAM PROJECT UPDATE

Drain Commissioner Gerald Fournier along with Warren Miller, Spicer Group Project Manager for the Beaver Lake Dam Project, provided an update. A topographic survey has been completed. Soil borings are being reviewed. Preliminary designs for structure replacement are being developed. Construction is currently planned for Fall 2022, after Labor Day.

GUARDIAN AD LITEM PROGRAM

Shawn Wygant, representing PsychLaw, provided a presentation to the Board on a pilot program utilizing forensic mental health professionals as guardian ad litem versus attorneys. With the Full Board of Commissioners being the final step of any approval, Mr. Wygant was encouraged to contact the judges and Alpena County Court Committee as well as perhaps talk with appropriate legislators for their potential support.

ALLBAND COMMUNICATIONS

Ron Siegel, General Manager of Allband Communications Cooperative, presented to the Board regarding broadband options utilizing American Rescue Plan Act of 2021 (ARPA) funds to provide internet to underserved areas in the County. Allband has committed \$1.2 million and is requesting the County to match ARPA funds being dedicated at the townships' level.

PLAZA POOL UPDATE

Brad Boelter, new Plaza Pool Manager, presented an update to the Board. He is proposing to strategically decrease the cost of membership to attract more utilization of the pool. Commissioner Kozlowski invited Mr. Boelter to present to the Building, Maintenance, Recreation and Insurance Committee, of which he serves as Chair, and requested monthly updates be sent to Mary Catherine Hannah, County Administrator.

ACTION ITEM #1: Recommendation to approve the proposed Plaza Pool rates for 2021, as presented.

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

UPDATE ON AMERICAN RESCUE PLAN ACT OF 2021

Chairman Robert Adrian provided an update on ARPA. Mary Catherine Hannah, County Administrator, is creating a scoring sheet to assist with prioritization of projects. The newly-created full-time employee in the Clerk's office will be assisting with ARPA duties, as the position will be partially funded by ARPA. The departments requesting funding will be responsible for necessary paperwork, which will flow through the Commissioners' Office for coordination. Michigan Association of Counties is recommending to not rush spending funds. There are opportunities to leverage matching grants through the State. The County Administrator is registered for an ARPA training event through NEMCOG in October.

CLERICAL VACANCY AT MSU EXTENSION OFFICE

Commissioner Thomson, Chair of Personnel Committee, presented a request to fill the part-time clerical vacancy at the Michigan State University Extension Office.

ACTION ITEM #2: Recommendation to approve to post, and advertise if necessary, and fill the part-time clerical vacancy at the Michigan State University Extension Office, as presented.

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

BOARD OF CANVASSERS APPOINTMENT

Chairman Adrian presented a request from the County Clerk's Office for an appointment to the Board of Canvassers.

ACTION ITEM #3: Recommendation to appoint Christine Brennan-Bond to the Board of Canvassers, as presented.

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

RESOLUTION #21-23
PROCLAMATION OF CONFLICT RESOLUTION DAY

Chairman Adrian presented Resolution #21-23 for adoption.

Conflict Resolution Day
Thursday, October 21, 2021
Community Mediation Services

Proclamation
RESOLUTION #21-23

Whereas, conflict resolution is a way of people solving individual disputes, as well as a means toward creating a more peaceful community, and

Whereas, our citizens possess the moral authority and power to resolve conflicts on their own, and

Whereas, the conflict resolution process empowers all individuals, families, communities, schools, businesses, and organizations to foster communication and devise solutions that are acceptable to the needs and interests of all the parties involved, and

Whereas, Michigan Public Act 260 of 1988, known as the Community Dispute Resolution Act, authorized the establishment of Community Dispute Resolution Centers throughout the state of Michigan, and

Whereas, the Michigan Supreme Court Administrative Office oversees eighteen community resolution centers, which provide trained volunteer mediators to assist in conflict resolution and

Whereas, Community Mediation Services is a center serving the counties of Alcona, Alpena, Cheboygan, Crawford, Iosco, Kalkaska, Montmorency, Oscoda, Otsego, and Presque Isle and

Whereas, community based volunteers, trained in conflict resolution, are the backbone of this program. These trained volunteer mediators provide mediation, facilitation, and conciliation when asked by their peers or ordered by the court, and

Whereas, these volunteers, serving as mediators, provide affordable, quality service that can strengthen and restore relationships by relieving parties and courts of costly litigation, resulting in less time involved to reach a mutually satisfactory solution rather than an order imposed on them by a third party, and

Whereas, the third Thursday in October is set aside as Conflict Resolution Day in recognition of the mediation process and these volunteers and to increase public awareness of constructive ways to resolve conflicts of any type, and

Now, therefore, be it Resolved that the Alpena County Board of Commissioners do hereby proclaim, **Thursday, October 21, 2021**, as Conflict Resolution Day in Alpena County, Michigan. We encourage all citizens to acknowledge the value of conflict resolution thru mediation, facilitation, and conciliation and encourage use of this form of dispute resolution and to get involved and to support their local Conflict Resolution Center.

Moved by Commissioner Peterson and supported by Commissioner Karschnick to adopt Resolution #21-23. Roll call vote: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Excused: Commissioners Gilmet and Osbourne. Motion carried.

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Fournier to adjourn. Motion carried. The meeting adjourned at 7:24 p.m.

Robert Adrian, Chairman of the Board

Keri Bertrand, Deputy County Clerk