

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE  
MEETING MINUTES

Wednesday, March 13, 2024 – 9:00 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, (Chair)  
Brenda Fournier  
Bill LaHaie  
John Kozlowski

Others Present: Jennifer Mathis, Interim County Administrator/HR Specialist  
Kim MacArthur, Board Assistant  
Wes Wilder, Maintenance Superintendent  
Capt. Cade MacArthur, CRTC  
Maj. Anthony Hylko, CRTC  
Mayor Cindy Johnson, NMMMA/Recycling  
Steve Smigelski, Airport Manager  
Steve Mousseau, IT Director  
Adam Koivisto, MSU Extension (zoom)  
Cindy Cebula, Chief Deputy Treasurer (zoom)  
Lynn Bunting, Board Assistant (zoom)  
Phil Heimerl, True North Radio (zoom)  
Catherine Murphy, Register of Deeds (zoom)  
Tim Ludlow, Assistant Maintenance Superintendent (zoom)  
Chuck LeFebvre, Planning Commission (zoom)

CALL TO ORDER

Chair Travis Konarzewski called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ADOPT AGENDA

Chair Konarzewski presented the agenda for approval. Motion to approve agenda by Commissioner LaHaie and supported by Commissioner Fournier with the addition of 1) Presentation from Maj. Anthony Hylko as presented. Motion carried.

INFORMATION ITEM: Airport Manager Steve Smigelski gave the Committee an update on the airport:

- Totals for February are slightly down from last year but expected to be up in March with Spring Break.
- One aircraft was charged a ramp fee in January. There were other aircraft that came in, but they were just stopping to see what was happening at the airport and to check out the new FBO.
- Yesterday was the most general aviation activity that the Airport Manager has seen on the ramp in 3 years.
- Discussion on 2024 Fuel Sales.

- OshKosh Snow Blower is still down. Pump and motor have been repaired and they are waiting for them to be delivered back to Alpena.
- MDOT has named Alpena County Regional Airport the Air Carrier of the Year.
- Secondary Award from National Concrete Institute on the concrete end with the CRTC.
- Currently have a Request for Proposal out for bids for EAS contract.
- The final CARES Reimbursement was sent to MDOT. There was \$6.36 remaining of the \$3.8 million dollars that was allocated.
- Current Projects include: Remark Airfield Markings (in closeout process); Security Gate Replacement (in closeout process); Design/Construct T Hangars; Rehabilitate RWY 1-19, Shoulders, and Lighting (in closeout process); Acquire SRE

The new project for the South End will begin on April 6, 2024.

Chair Konarzewski inquired on the dates for this summer's Northern Strike. Maj. Anthony Hylko reported Northern Strike will officially take place August 6-19, but aircraft and personnel may show up a week and half earlier. Chair Konarzewski is currently working with the Alpena County Road Commission to repave the road into the airport from M-32 to the gate. He would like to see this happen as late as possible until major activities are done at the airport to lower the impact on the brand-new blacktop.

INFORMATION ITEM: Airport Manager Smigelski presented an updated lease agreement between Alpena County and Northeastern Michigan Materials Management Authority (NMMMA) for review. NMMMA would like the following changes made to the lease agreement:

- The start date (which is adjustable).
- Remove under "Rent" the clause that states "LESSOR may accelerate up to TWO (2) YEARS rent in the event the LESSEE is NINETY (90) DAYS DELINQUENT".
- NMMMA will go into greater detail as to what is being recycled at the facility.
- NMMMA would like to change the termination clause from 30 days to 120 days and change from 14 days to 120 days to vacate the premises.
- The construction time frame of 1 year changed to 2 years from the start of construction.

Cindy Johnson with NMMMA reported they recently had a meeting with their consultants and asked the Committee to consider some of their concerns. There is currently a funding gap they are working on and will need to find more grant dollars or take out a loan. If they take out a loan and the bank has an issue with something in the lease would the Committee be open to amendments. There was discussion on removing Section 14 which states "In the event the lease is terminated, LESSEES shall have the right, and upon LESSOR'S demand, the obligation to remove the facility and any foundation or slab upon which it sits and to restore the premises to its original condition by leveling and reseeding ground cover. In the event any structure is left with the LESSOR'S permission, it shall become the property of the LESSOR". Commissioner Kozlowski agreed that it is not realistic to take down the facility. It benefits the County and could be sold or leased to someone else.

Discussion was made on the Committee considering a longer lease period than 25 years as it would look more attractive to a banker having a longer lease.



Cindy Johnson will submit a memo of the requested changes to the Airport Manager for distribution to the Committee for further review.

Discussion was made to include in the contract to have a Phase 1 Environmental Baseline Assessment established prior to anything taking place and possibly another 10 years down the road even if the County had to pay as the lessor. This would establish a baseline as to what is there now and provide legal documentation stating there is currently no containment. Airport Manager Smigelski reported as part of their preconstruction they may be doing their own environmental study, but the board could require another one in 10 years. NMMMA can provide a copy of that study to the Board. Chair Konarzewski will work with the Airport Manager to prepare for the Full Board for review.

Discussion was held on Section 17 Pronouns and what the purpose of it is and how it makes this a better lease. Interim Administrator Jennifer Mathis will speak with Prosecutor Cynthia Muszynski for further information if this language needs to be included.

INFORMATION ITEM: Maintenance Superintendent Wes Wilder updated the Committee on the following projects:

1. Restrooms at Fairgrounds: Work is near completion. There will be some paint that needs to be touched up in the spring.
2. Merchants Building: Repairs are ongoing and currently the showers and restrooms are being painted. The floor grinding will be finished today.
3. Pool Heating System Repairs: An exhaust fan has already been replaced and the rest of the parts will be in on March 27th.
4. Repair of Ceiling in Small Courtroom: Before the roof was replaced there was some leakage damage. Project is not high dollar but time consuming with all the detail built in.

Superintendent Wilder reported Relay for Life rented 54 lots at the fairgrounds for August 3<sup>rd</sup> and submitted a request to the Fairgrounds Manager to have the \$270 total booking fee waived. Commissioner Kozlowski reported that Campspot is the one that charges that booking fee, and it will still need to be paid regardless of if the fee is waived. Chair Konarzewski reported that he will donate the \$270 to pay for the booking fee for Relay for Life so the County will not have to waive the fee.

INFORMATION ITEM: Maj. Anthony Hylko and Capt. Cade MacArthur with the CRTC gave a presentation to the Committee requesting a lease agreement amendment with the CRTC. One proposed change they would like addressed is Joint Use Flying Facilities vs Exclusive Use Flying Facilities. At the airport there are joint use facilities which are open to the Air National Guard, general aviation, and FAA vs those facilities that are exclusive use for the Air National Guard. They would like to change the number of airfield infrastructure that is currently shared use to exclusive use. The other proposed change is the austere training space that is available to the Air National Guard, military service members, and civil partners. To improve the ability to train they would like to utilize land that is part of the Alpena County Regional Airport.



The current lease is for 50 years and was signed in August 2012 which identifies Air National Guard leased boundaries and assets, including exclusive use areas. The Airport Joint Use Agreement (AJUA) was signed in 2015 and is good through 2025 and identifies how joint use facilities will be operated and maintained.

Maj. Hylko presented a map of the current leased boundaries for the Air National Guard at the CRTC. Not included in the current lease is approximately 725,000 sq ft of additional airfield pavements outside of the boundary that per the AJUA is the responsibility of the County for maintaining. There are significant portions of the pavements that are degrading but the Air National Guard does not have the authority to legally maintain them. Maj. Hylko is not able to procure funding because, as the lease is written today, they do not own them. Exclusive use does not mean they cannot be used if there is an emergency. This would give Maj. Hylko the authority to reinvest in this airfield infrastructure.

\*Commissioner Kozlowski requested to be abstained from any voting.

Maj. Hylko addressed the second request which is to make use of undeveloped land that belongs to Alpena County. There is a large area of land to the east side of the airport and historically they have used portions of the area to simulate austere training areas with no formalized agreement. They are proposing as part of the same lease amendment to lease some of this existing airport land to use for low impact training. Types of training could include: Bare base set up and tear down; Land navigation; Dismounted patrol training; Convoy training; Counter UAS; Base defense; Medical field care; Working with degraded GPS & communications and search and rescue. There would be no built infrastructure and the training would occur mostly in the summer months no more than a half dozen times a year with 10-50 people at a time. This would make the CRTC one of the most impressive ANG training locations in the ANG Bureau's portfolio.

Discussion was made about any effect this would have on Mr. Canfield, a private landowner that currently has land access. Maj. Hylko reported that any time units come to the CRTC they provide briefings which would include discussion that there is a private landowner with an easement to access his property.

Motion was made by Commissioner Fournier and supported by Commissioner LaHaie to recommend approval from the Facilities Committee to move to the Full Board for final approval. Maj. Hylko will give a brief presentation to the Board at the March 26, 2024, meeting. Roll call vote was taken: AYES: Commissioners Fournier, LaHaie, and Konarzewski. NAYS: None. Motion carried.

INFORMATION ITEM: Commissioner Kozlowski presented discussion on the agreement with MSU Extension. MSU Extension District Director Adam Koivisto reported under their current insurance policy it does not allow them to add any entity as an additional insured therefore Alpena County cannot be added. Interim Administrator Mathis reported the County's insurance agent said that not having the County as an additional insured was not normal. Adam stated that if one of their employees' negligence caused a building to be burned down for example, MSU would be liable, but they cannot name Alpena County as an additionally insured entity. MSU Extension is requesting that an indemnification clause be modified from a single sided indemnification to a mutual indemnification. Commissioner Kozlowski asked that MSU

Extension send in their proposed changes to the agreement, and the County can go back to our insurance agent for further discussion.

INFORMATION ITEM: Commissioner Kozlowski reported the Equalization Department had contacted him regarding the County Use Vehicle. There was concern with the vehicle not being marked, that this may cause issues when working in the field with people not being receptive to an unmarked vehicle.

Motion was made by Commissioner Kozlowski and supported by Commissioner Fournier to recommend approval for the County Use Vehicle to be decaled as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Fournier, Kozlowski, and Konarzewski. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the Equalization Department's request for the County Use vehicle to be decaled by Omega Electric and be paid out of line item 101-200-934.000 Vehicle Maintenance as presented.**

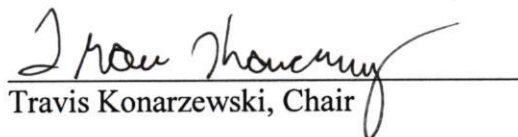
INFORMATION ITEM: Chair Konarzewski presented the Recycling Monthly Reports for review. Motion was made by Commissioner LaHaie and supported by Commissioner Fournier to receive and file the monthly Recycling Reports as presented. Motion carried.

INFORMATION ITEM: Chair Konarzewski presented the Fairgrounds Monthly Report for review. Motion was made by Commissioner LaHaie and supported by Commissioner Kozlowski to receive and file the monthly Fairgrounds Report as presented. Discussion was made on temporary camping at the fairgrounds during fair week. Last year Fairgrounds Manager Patrick Martin applied for a temporary camping permit with the Health Department and asked for approval to do so again this year, if needed. The Committee gave verbal approval for him to seek a temporary permit again for fair week. Motion carried.

**\*Next Meeting: Wednesday, April 17, 2024, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Motin to adjourn the meeting was made by Commissioner LaHaie and supported by Commissioner Fournier. The meeting adjourned at 10:45 a.m.

  
Travis Konarzewski, Chair

kvm

