

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
DRAFT - Full Board Meeting Minutes
Tuesday, September 27, 2022 – 5:30 p.m.
Howard Male Conference Room/Zoom Room**

CALL TO ORDER

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 on Tuesday, September 27, 2022 at 5:30 p.m.

PRAYER

Prayer was offered by Pastor John Shipman of St Paul Lutheran Church.

PLEDGE OF ALLEGIANCE

Chairman Robert 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: Dave Karschnick, District #3; Bill Peterson, District 4; Brenda Fournier, District #5; Kevin Osbourne, District 6; Marty Thomson, District #7; John Kozlowski, District #8; and Robert Arian, District #2. Don Gilmet, District #1 (excused, attended by zoom)

AGENDA

Moved by Commissioner Fournier and supported by Commissioner Osbourne to adopt the agenda with the following addition: 1) Chair Adrian – Memorandum of Understanding between the Alpena CRTC and Alpena County 911 Dispatch Center. Motion carried.

PUBLIC COMMENT

Edna Sornenson of Alpena addressed the Board to show her support for Animal Control Officer Michelle Reid with discussion on funding for Animal Control.

Penny Boldrey of Alpena expressed her support for Officer Reid and her staff and asked the Board to please consider Officer Reid's request for more funding and to add onto the building for more space.

Tom Pelkey of Alpena is a volunteer at the shelter and supports Officer Reid's need for more funding and space because there is very limited room for the animals.

Myra DeCaire and her daughter both of Alpena stated there is no room for all the animals at the shelter and it is too crowded. She is willing to help fundraise so the shelter can get more space.

Kevin Ginter of Alpena expressed his concern regarding the Alpena Township Fire Department "staying in place" and being able to respond for the safety of the citizens.

CONSENT CALENDAR

- A) **Finance Ways & Means Committee Meeting Minutes – September 13, 2022 (*Minutes only)**

B) **Personnel Committee Meeting Minutes – September 14, 2022**

C) **Courts & Public Safety Committee Meeting Minutes – September 15, 2022**

ACTION ITEM #CPSC-1: The committee recommends approval of the MAC Administrator Agreement (10.02.22/09.30.23) with MAC Administrator Attorney Bill Pfeifer in the amount of \$1,000 per month with monies coming out of line item #260-282-803 each month on the first day of each month (October 1, 2022 to September 30, 2023). This has had attorney review.

ACTION ITEM #CPSC-2: The committee recommends approval of the Public Defender Contract (10.01.22/09.30.23) in the amount of \$45,571.92 per month beginning on the 1st day of each month of (October 1, 2022 through September 30, 2023). This has had state approval and attorney review.

ACTION ITEM #CPSC-3: The Committee recommends approval to amend the Ambulance Fund Fiscal Policy to increase reimbursement for Medical First Responder and Emergency Medical Technician education from \$500 to \$750 per student as presented.

ACTION ITEM #CPSC-4: The Committee has reviewed and recommends approval of the draft 2023 Ambulance Fund budget as presented to be included in the Alpena County 2023 budget.

D) **Facilities, Capital & Strategic Planning Committee Meeting Minutes – September 21, 2022**

ACTION ITEM #FCSPC-1: The Committee recommends authorization for the County Administrator to assemble a request for proposal on any disposition of the DHHS Building including lease with/without option to purchase and bring back to Committee for review as presented.

(Pulled – Not approved on Consent Calendar)

INFORMATIONAL ONLY:

Parks Commission Meeting Minutes – July & August 2022 (*No Action needed)

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

FCSPC #1 – DHHS BUILDING RFP

Commissioner Kozlowski presented the DHHS Building RFP for more discussion. The Board agreed on leasing rather than selling the building. Motion was made by Commissioner Kozlowski and supported by Commissioner Thomson to approve the action item below. Roll call vote was taken: AYES: Commissioners Peterson, Fournier, Osbourne, Thomson, Kozlowski, Karschnick, and Adrian. NAYS: None. Commissioner Gilmet, excused. Motion carried.

ACTION ITEM #2: The Committee recommends authorization for the County Administrator to assemble a request for proposal on any

disposition of a DHHS building lease and bring back to Committee for review as presented.

NEMCSA ANNUAL REPORT

NEMCSA Communication and Development Director Frances Ommani presented NEMCSA’s 2021 annual report to the board. NEMCSA was created in Alpena in 1968 and extends out to 22 counties providing 35 programs to people in all stages of their life. Chair Adrian and Commissioner Karschnick thanked Frances for all of their great work at NEMCSA.

ANNUAL SALES REPORT

Alpena County Treasurer Kim Ludlow presented the annual sales report reporting there were 16 foreclosed properties in 2020 and all were sold at public auction with a net proceed of \$301,468.09. Treasurer Ludlow stated claimants can still come forward and then it is the judge’s determination to act upon and these funds must stay in the Tax Foreclosure Sale Fund and has restricted uses. Motion was made by Commissioner Kozlowski and supported by Commissioner Osbourne to receive the annual property foreclosure sales report from the Treasurer. Motion carried.

BUDGET ADJUSTMENTS

1. Animal Control Expenses – Sheriff Erik Smith presented the action item below for approval.

ACTION ITEM #1: Recommendation to increase the 2022 budgeted line item #101-430-969.001 Miscellaneous Expense by \$10,000 to cover over expenditure in the amount of \$1,479.52 as well as: scheduled spay/neuter surgeries and to purchase and install one additional outdoor kennel at the shelter. Revenue to cover this increase is covered by additional donations as shown in memo of 9/20/2022.

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

BILLS TO PAY

Clerk Keri Bertrand presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$ 149,659.62	\$ 149,659.62

Moved by Commissioner Karschnick and supported by Commissioner Thomson to pay all bills as submitted. Roll call vote was taken: AYES: Commissioners Osbourne, Thomson, Kozlowski, Karschnick, Peterson, Fournier and Adrian. NAYS: None. Commissioner Gilmet, excused. Motion carried.

CRTC MEMORANDUM OF AGREEMENT

Emergency Manager/E911 Director Kim Elkie presented a memorandum of agreement between the Alpena Combat Readiness Training Center and Alpena County Central Dispatch. The CRTC reached out to Director Elkie about the shutting down their 911 service at the base and reverting those calls to central dispatch. Alpena CRTC sent the MOA for legal review on their end and have requested us to do the same. Director Elkie recommends the agreement as the number of calls they would receive is very minimal. Motion was made by Commissioner Thomson and supported by Commissioner Osbourne to approve action item below. Roll call

vote was taken: AYES: Commissioners Thomson, Kozlowski, Karschnick, Peterson, Fournier, Osbourne, and Adrian. NAYS: None. Commissioner Gilmet, excused. Motion carried.

ACTION ITEM #3: Recommendation to approve proceeding with Memorandum of Agreement between the Alpena Combat Readiness Training Center and Alpena County Central Dispatch and authorize County Administrator to review and approve final agreement, pending legal review, as presented.

REPORTS OF REGULAR COMMITTEES

Facilities, Capital & Strategic Planning Committee Update – Chair Don Gilmet reported County Administrator Mary Catherine Hannah is moving forward with a CIP spreadsheet from Munetrix and will have available for next Facilities meeting. The building projects such as roofs and courthouse steps were reported on by Maintenance Superintendent Wes Wilder and are all moving along expeditiously.

Courts & Public Safety Committee Update – County Administrator Hannah reported there were minor updates to the Ambulance Fund Policy and will be brought back to next Committee meeting.

Personnel Committee Update – Chair Thomson reported there is still an ongoing labor negotiation with District Court. Administrator Hannah has been working on healthcare and with a significant increase in Priority Health, Blue Cross is coming in with much better pricing. Administrator Hannah is working with the Health Steering Committee and more discussion will be had with the Personnel Committee. Administrator Hannah reported Human Resource Specialist Jennifer Mathis is working on first draft of a revised personnel handbook.

UNFINISHED BUSINESS AND GENERAL ORDERS

Administrator Hannah reported she was supposed to meet with Pool Manager Norm Sommerfield, but he was unable to meet with her. Treasurer Kim Ludlow passed out a pool fund deficit memo to the board. Administrator Hannah presented a memo from Pool Director Kim Bolanowski that states what they are currently working on at the pool. Treasurer Ludlow has been holding bills for the pool, waiting for a cashflow to catch up and recommends to appropriate \$10,000 to the pool immediately to help get through to the end of the year. Motion was made by Commissioner Karschnick and supported by Commissioner Thomson to recommend the action item below. Roll call vote was taken: AYES: Commissioners Kozlowski, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Commissioner Gilmet, excused. Motion carried.

ACTION ITEM #4: Recommendation to approve County Treasurer to appropriate \$10,000 to the Plaza Pool to be transferred immediately as presented.

Chair Adrian addressed the memo from Pool Director Kim Bolanowski. Administrator Hannah stated the Director is very enthusiastic about the programs that are happening at the pool. The swim program funded by the Youth & Recreation is starting soon which has revenue associated with it as does pool rental with the Schooners which just started back up. They do have additional revenue sources that will start to flow in.

CORRESPONDENCE

Chair Adrian discussed a letter received regarding the content of the minutes reported from a 2019 Airport meeting and asked that the correspondence be attached to those minutes from that meeting.

PUBLIC COMMENT

Kevin Ginter of Alpena returned the podium and expressed the need for citizens of Alpena Township to vote for the upcoming millage.

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Kozlowski to adjourn. Motion carried. The meeting adjourned at 6:46 p.m.

Robert Adrian, Chairman of the Board

Keri Bertrand, Clerk

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