

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – October 26, 2021
- B) **Budget Committee** – October 27, 2021
- C) **Housing & Public Conservator Committee** – November 10, 2021
- D) **Airport Committee** – November 10, 2021
- E-1) **Personnel Committee** – November 12, 2021

ACTION ITEM #PM-1: The Committee recommends to approve healthcare proposal #1 at a cost of \$586,457.00 with the County covering the 6% increase over the 2021 premium and providing \$1,000.00 HSA seed money and up to an \$800.00 match to employee contributions to HSA, as presented.

- E-2) **Personnel Committee** – November 23, 2021

ACTION ITEM #PM-1: The Committee recommends to approve the updated pay scales for the Crime Victims Rights Coordinator and Crime Victims Rights Compensation Fund Navigator (both 100% grant funded), as presented, effective December 1, 2021:

Crime Victims Rights Coordinator:

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

Crime Victims Rights Compensation Fund Navigator:

Start: \$16.21
Step 1: \$16.57
Step 2: \$16.93
Step 3: \$17.29
Step 4: \$17.65
Step 5: \$18.01

ACTION ITEM #PM-2: The Committee recommends to approve an increase of \$339.83 per month to the Drain Commissioner's salary to bring the position into parity with the County Commissioners salary and benefits, retroactive to October 1, 2021, as presented.

ACTION ITEM #PM-3: The Committee recommends to approve to pay \$25.00 stipend per day for court electronic recording in Probate Court with monies to be paid from line item #101-294-702.001, effective December 1, 2021, as presented. Liz Skiba will notify the Clerk's office who to pay.

ACTION ITEM #PM-4: The Committee recommends to post, advertise and fill the vacancies in the Maintenance Department which are due to retirement of two employees, as presented.

ACTION ITEM #PM-5: The Committee recommends to immediately post, advertise and fill the 911 Director position, as presented.

ACTION ITEM #PM-6: The Committee recommends to pay Sgt. Mike Jones his overdue longevity payment of \$1,300.00 by transferring from Base Security Fund to the General Fund, as presented.

ACTION ITEM #PM-7: The Committee recommends to approve to pay Lynn Edmonds 145 banked PTO hours at 100% value in the amount of \$2,934.80, as presented.

ACTION ITEM #PM-8: The Committee recommends to approve the Probate Register to change to a 35-hour workweek and adjust her salary accordingly to \$39,057.00, as presented. If the employee or department desires to reinstate the position to 37.5 hours, it is their responsibility to request the change through the Personnel Committee.

ACTION ITEM #PM-9: The Committee recommends to approve the Clerk to file the paperwork and order MERS Projection Studies for all bargaining divisions, as presented.

F) **Finance Committee** – November 23, 2021

ACTION ITEM #FM-1: The Committee recommends to approve \$2,000.00 to Tele-Rad Inc. for tower mapping and cleaning related to the Central Tower project with monies coming from 2021 budget line item #261-325-820.002, as presented, when the work has been completed and invoice provided.

ACTION ITEM #FM-2: The Committee recommends to approve the First Federal Foundation Legacy Grant Application in the amount of \$2,000.00 with no County match toward the purchase of a used forklift. This has Grant Review Committee approval. If the \$2,000.00 grant is awarded, approval is given to spend up to \$3,000.00 for a total of up to \$5,000.00, to include staff training and certification, as presented.

ACTION ITEM #FM-3: The Committee recommends to approve the following budget adjustments for Animal Control: Increase #101-430-801.001 Professional Services – Animal Control by \$2,500.00; increasing 101-430-727 Animal Control Supplies by \$100.00; and increasing 101-430-969.001 Misc Expense Donation Pass Thru by \$10,000.00, as presented.

ACTION ITEM #FM-4: The Committee recommends to approve the Memorandum of Agreement for Extension Services provided by Michigan State University to Alpena County, which includes Appendix A – Technical Standards for County Internet Connections, for the term January 1, 2022 - December 31, 2022, in the amount of \$47,391.00 and authorize the County Administrator to sign. This has had attorney review.

ACTION ITEM #FM-5: The Committee recommends to approve the 2022 Youth & Recreation Committee Grant Agreements as presented and authorize the County Administrator to sign them upon final approval of the 2022 budget.

ACTION ITEM #FM-6: The Committee recommends to approve the 2022 Older Persons Committee Grant Agreements, as presented, and authorize the County Administrator to sign them upon final approval of the 2022 budget.

ACTION ITEM #FM-7: The Committee recommends to approve amending the Home Improvement Budget for 2021, as presented, and request the Treasurer to create Housing MERS Unfunded Liability line item 101-200-724.024.

ACTION ITEM #FM-8: The Committee recommends to approve Mika Meyers Invoice #665258 in the amount of \$1,566.00 for legal services with monies coming out of line item #101-200-801.002 (outside attorney fees), as presented.

ACTION ITEM #FM-9: The Committee recommends to increase line item #101-820-821 by \$8,000.00 to pay MGT Consulting invoice #41743 for FY2020 Cost Allocation.

G) Building Maintenance Recreation & Insurance Committee – November 23, 2021

ACTION ITEM #BMRIC-1: The Committee recommends not to approve the Fairboard request to place a permanent fence at the Fairgrounds.

ACTION ITEM #BMRIC-2: The Committee recommends to approve the renewal with the current carrier, Alpena Agency, for 2022 with intent to go out for bids in August 2022.

ACTION ITEM #BMRIC-3: The Committee recommends to approve the Extension Lease Agreement with NEMCSA in the amount of \$2,481.24 per month (2,668 sq feet) and additional office space (12 x 12' 6") in the amount of \$139.50 per month (150 sq feet) starting December 1, 2021 through November 30, 2022 as presented.

ACTION ITEM #BMRIC-4: The Committee recommends to authorize Maintenance Superintendent Wes Wilder to use whatever help he needs to remove the ballfield materials at the Fairgrounds with approved cost not to exceed \$7,500 with monies to come out of the General Fund.

ACTION ITEM #BMRIC-5: The Committee recommends to approve replacing the water heater for the Fairboard with a 20-gallon tank water heater.

ACTION ITEM #BMRIC-6: The Committee recommends to authorize County Administrator Mary Catherine Hannah to order the Phase I and Phase II Environmental report for the old jail building & property located at 420 Johnson Street, Alpena, Michigan.