

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, August 20, 2025 – 9:00 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, Chair
Brenda Fournier
Todd Britton
John Kozlowski

Others Present: Jesse Osmer, County Administrator
Nick Akins, Maintenance Superintendent
Holly Akins, Fairgrounds Manager
Nicki Janish, Director of Home Improvement/Public Conservator

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

PUBLIC HEARING: Community Development Block Grant (CDBG) Program Income Funding for Emergency Repair

Home Improvement Director Nicki Janish reported once a year it is a requirement that she presents the opportunity for public comment as they close out on the fiscal year for the emergency repair program using CDBG funds and to announce what they have to spend in the upcoming fiscal year. Both pieces of information were published in a required newspaper posting.

Public Hearing open for public comment at 9:01 a.m.

No public comment.

Public Hearing closed for public comment at 9:04 a.m.

PUBLIC HEARING CLOSED

CALL TO ORDER

Chair Travis Konarzewski called the meeting to order at 9:04 a.m.

APPROVE AGENDA

Moved by Commissioner Britton and supported by Commissioner Kozlowski to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

None.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave an update on the following projects:

- Generators – Still waiting on generator quotes from Wolverine Power that were anticipated to be received mid-July. Another message has been left.

- Fire Extinguishers – Summit Fire Protection will be here September 16th for the fire extinguisher, sprinkler heads, and alarm panel maintenance.
- Department Projects – The dental offices at the Health Department will be receiving new flooring and painted walls. Upgrades and repairs will be made in the Clerk's Office, IT, and in the Howard Male Conference Room. There are still plans to seal the Annex parking lot this year.
- Shed at Health Department – County Administrator Jesse Osmer reported he has been in correspondence with the Sheriff and Denise Bryan at the Health Department. The Health Department is in the process of cleaning out the shed and will keep the Sheriff posted.
- Parks Camper – The Parks camper has been sold.

FAIR WEEK WRAP UP

Superintendent Akins and Fairgrounds Manager Holly Akins reported the fair went extremely well this year. Everything ran smoothly and there was great communication and cooperation between all. The Fair Board is having a work bee tomorrow.

HOMELESSNESS UPDATE

Administrator Osmer reported the city was recently contacted by another entity that runs a shelter in town and have set up a meeting for September 19th at 9:00 a.m. that the county will be joining. Administrator Osmer has meetings set prior to September 19th to start collection information.

SEIZED VEHICLE

Administrator Osmer reported last year Sergeant Ritter seized an older F-350 truck that was used in the commission of a crime. Sergeant Ritter was successful in the forfeiture case and the Sheriff's Office is working to get the title through the Secretary of State. The truck has a lot of miles on it and was estimated to bring in far less than \$3,000 if sold. The vehicle could be utilized by the Maintenance Department as the county salt spreader. Administrator Osmer presented a decal that would be placed on the side of the truck to show that when we confiscate vehicles in a crime, they are put to use. Commissioner Kozlowski would like the words "Seized by" to be a little larger.

Moved by Commissioner Britton and supported by Commissioner Fournier to accept ownership of the seized truck to be used by the Maintenance Department as presented. Motion carried.

ACTION ITEM #1: The Committee recommends approval to accept ownership of the seized F-350, approve acquisition of the vehicle into the Grounds and Maintenance vehicle inventory, and approve purchase of a decal to place on the truck that shows it was seized as presented.

INFORMATION ITEM: Chair Konarzewski presented the Recycling Monthly Reports to receive and file. Moved by Commissioner Kozlowski and supported by Commissioner Britton to receive and file the monthly recycling reports as presented. Motion carried.

INFORMATION ITEM: Chair Konarzewski presented the Fairground Manager's monthly reports to receive and file. Moved by Commissioner Britton and supported by Commissioner Kozlowski to receive and file the monthly Fairground Manager's reports at presented. Motion carried.

CAMPING UPDATE

Fairgrounds Manager Akins reported there were no issues with homeless campers making sure everyone was out in time for the fair to move in. Things ran a lot smoother this year than last year.

OTHER DISCUSSION

Discussion was made on the fairground's bleachers and the need for repair. The Fair Board has received a grant to replace one section of the bleachers before next year. The old boards could be used for fixing some of the beat-up boards around the arena.

The fencing that was put up by the Fair Board will be finished getting stained.

***Next Meeting: Wednesday, September 17, 2025, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Britton to adjourn the meeting with support by Commissioner Fournier. The meeting adjourned at 9:27 a.m.

Travis Konarzewski, Chair

kvm