

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
FULL BOARD MEETING MINUTES**

December 17, 2019

3:00 p.m.

**Public Hearing on 2020 Budget**

Chairman McRoberts opened the floor at 3:00 p.m. and asked if there were any public comments for the Public Hearing on the 2020 Budget and, with there being none, he closed the floor at 3:01 p.m.

The Alpena County Board of Commissioners met and was called to order by Board Chairman Brad McRoberts in the Howard Male Conference Room in the County Annex building in the City of Alpena on December 17, 2019 at 3:02 p.m.

**Prayer**

Prayer was offered by Pastor Jim Erickson of Immanuel Lutheran Church.

**Pledge of Allegiance**

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

**Roll Call**

Roll was called, the following Commissioners were present: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and McRoberts. Absent: None.

**Agenda**

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

**Public Comment**

Deputy Mike Lash spoke on the retirement issues and requested that the County Board set up a Retirement Steering Committee.

**Consent Calendar**

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**  
Regular Session – November 26, 2019
- B) **IT Committee** – December 4, 2019

ACTION ITEM #IT-1: The Committee recommends we approve the renewal contract with MERIT Network for one year (01.01.20/12.31/20) for a 30Mbps package in the amount of \$1,896.00 of which the cost will be split between the County (2/3 cost) and the City (1/3 cost) with monies coming out of line item #101-958-833 as presented.

ACTION ITEM #IT-2: The Committee recommends we approve the IT Director Steve Mousseau to be a representative for the County on the Northeast Michigan Fiber Consortium as presented.

ACTION ITEM #IT-3: The Committee recommends we approve to extend Jeanette Tolan's contract for 2 months (December 2019 and January 2020) and to present to the Finance Committee for approval. This will be readdressed at the January 2020 IT Committee meeting.

C1) **Personnel Committee** – December 4, 2019

ACTION ITEM #PM-1: The Committee recommends that Ashley Borchard be appointed to the Planning Commission - Transportation, Public Works, and Safety for a three-year term from 1/1/20 - 12/31/22.

ACTION ITEM #PM-2: The Committee recommends that Fred Wegmeyer be reappointed to the Planning Commission - Agriculture, Forestry, and Land Use for a three-year term from 1/1/20 - 12/31/22.

ACTION ITEM #PM-3: The Committee recommends that we reappoint Chuck LeFebvre to the Planning Commission - Community & Economic Development for a three-year term from 1/1/20 - 12/31/22.

ACTION ITEM #PM-4: The Committee recommends that we appoint Pamela Kirchoff to the Alpena County Parks Commission for the remainder of a term starting immediately and ending 12/31/21.

ACTION ITEM #PM-5: The Committee recommends that we reappoint Jeff Kowalski to the Alpena County Parks Commission for a three-year term from 1/1/20 - 12/31/22.

ACTION ITEM #PM-6: The Committee recommends we appointment Barbara Cornell to the Department of Health & Human Services Board for a three-year term from 1/1/20 - 12/31/22.

C2) **Personnel Committee** – December 10, 2019

ACTION ITEM #PM-1: The Committee recommends that we change the Probate Register position from hourly to salary effective January 1, 2020.

ACTION ITEM #PM-2: The Committee recommends that we switch to Alpena Agency - Accident Fund for worker's comp coverage in 2020 and then for 2021 put worker's comp out for bid.

C3) **Personnel Committee** – December 16, 2019

ACTION ITEM #PM-1: The Committee recommends to approve non-union, appointed and elected officials receiving a \$.45 per hour increase for 2020.

ACTION ITEM #PM-2: The Committee recommends we approve 2020 wages set at \$47,775 for the Public Conservator with additional duties as back up for Home Improvement.

ACTION ITEM #PM-3: The Committee recommends to approve a 2020 wage increase of \$1,600 for the Probate Register.

ACTION ITEM #PM-4: The Committee recommends that the Commissioners do not receive a salary increase for 2020.

D) **Animal Control Adhoc Committee** – December 6, 2019

E) **Airport Committee** – December 10, 2019

ACTION ITEM #AC-1: The Committee recommends paying the first quarter invoice from Alpena Ground Services in the amount of \$60,555.00 from line number 295-536-801.000 in January 2020.

ACTION ITEM #AC-2: The Committee recommends a proposal to SkyWest of \$4.00/sq. ft. as a starting point for negotiation purposes for the lease space of the new terminal.

ACTION ITEM #AC-3: The Committee recommends proposing a lease rate of \$399.95/month to Crossroads Auto Rental for leasing counter space in the new terminal, this rate also includes 10 parking lot spaces for rental cars.

F) **Finance/Building Maintenance & Recreation Committee** – December 11, 2019

	SUBMITTED:	APPROVED:
General Fund & other funds	\$37,566.54	\$37,566.54

ACTION ITEM #FM-1: The Committee recommends we approve the contract with Russ Rhynard as Temporary Part-time Assistant Prosecuting Attorney as presented.

ACTION ITEM #FM-2: The Committee recommends we approve the contract with Phil Seguin as Special Investigator as presented.

*(This item was not approved in the Consent Calendar.)*

ACTION ITEM #FM-3: The Committee recommends we approve making the Crime Victim Rights full-time position, 101-370-701, a salaried position as permitted in accordance with the attorney opinion from John Gretzinger, contingent on the Crime Victim’s Rights grant being able to fully support the same at no cost to the County.

ACTION ITEM #FM-4: The Committee recommends we approve the contract extension with Jeanette Tolan for 2 months (December 2019 and January 2020) and to readdress at the January 2020 IT Committee meeting as presented.

ACTION ITEM #FM-5: The Committee recommends we approve the Sheriff's Office bid recommendation to accept the Contract with Canteen Services for the inmate food service in the amount of \$2.55 per inmate/sack meals, \$6.50 per Kosher meals, and \$1.25 per Medical Snack with monies coming out of line item #101-301-817 effective January 13, 2020 for five (5) years thereafter extending for additional one (1) year period on a year-to-year basis upon mutual agreement as presented. This has had attorney review.

ACTION ITEM #FM-6: The Committee recommends we authorize the Sheriff's Office to sell two diesel generators and authorize the Treasurer to create a new line item for this as presented.

ACTION ITEM #FM-7: The Committee recommends we approve the Maintenance Superintendent's recommendation to accept the bid from Youngs Flooring in the amount of \$17,785.93 and approve the project to be completed in 2020 with an adjustment recommendation presented to Finance in January 2020.

ACTION ITEM #FM-8: The Committee recommends we authorize Wes Wilder, Maintenance Superintendent, to order the filters needed for the pool with monies coming out of the building and grounds fund for January 2020 and bring to the Finance Committee in January 2020 to authorize the Treasurer to make the necessary adjustments as presented.

ACTION ITEM #FM-9: The Committee recommends we approve the Spence Brothers Invoice for the new airport terminal in the amount of \$118,585.39 with monies coming out of line item #481-595-975 as presented.

ACTION ITEM #FM-10: The Committee recommends we approve the Emergency Services Coordinator's recommendation for 7500 Consoles and Fire Service 800 MHz integration project with an estimated cost of \$594,398.00 with cost allocation backout as follows:

7500 consoles		\$473,503.00
Down payment	from 211-000-390 fund balance	\$250,000.00
Balance to finance		\$223,503.00
Five yearly payment	from 211-325-970	\$49,781.49
Lease rate		3.59%
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G4 Unication pagers		\$61,675.00
Down payment	from 211-000-390 fund balance	\$6,167.50
Balance to finance		\$55,507.50
Five yearly payment	from 211-325-970	\$12,906.01
Lease rate		5.240%
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MPSCS Fee	from 211-000-394 technology-r	\$19,750.00
Equature/Recorder interface	from 211-000-394 technology-r	\$2,200.00
800 MHz Siren Solution	from 211-000-394 technology-r	\$17,120.00
Fiber connections	from 211-000-394 technology-r	\$350.00/\$450.00 Mo

In compliance with Alpena County bid policy, the 7500 consoles through Motorola Solutions are the only approved MPSCS direct-connect solution at this time, making this purchase fall under the single-source criteria policy.

ACTION ITEM #FM-11: The Committee recommends we approve the Granger Pay Application #10 Invoice for the new jail for November 2019 in the amount of \$433,356.71 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-12: The Committee recommends we authorize the District Health Department #4 to apply for the 2020 Medical Marihuana Operation and Oversight Grant Renewal Application on behalf of the County in the amount of \$9,746.00 (with County Administrative Fees of \$250) for education and outreach and to authorize the Board Chairman to sign the grant application as presented.

ACTION ITEM #FM-13: The Committee recommends we approve the Youth & Recreation Committee's recommendation for a language change in the 2019 Youth & Recreation Grant Agreement with APS - AHS KAPUT with no monetary differences as presented.

ACTION ITEM #FM-14: The Committee recommends we approve the Sheriff's Office bids received to purchase 2 new ATV's to be funded by the Department of Natural Resources ORV Grant with no County match and will present their recommendation to the Full Board as presented.

ACTION ITEM #FM-15: The Committee recommends we authorize the Sheriff's Office to sell the 3 vehicles that the Sheriff's Office had assigned to the CRTTC division and place out for bids as presented.

ACTION ITEM #FM-16: Recommendation to adopt the 2020 Budget Policy, regarding fiscal policies and that they be part of the 2020 budget.

ACTION ITEM #FM-17: Recommendation to approve the resolution for the Component Unit Proprietary Funds.

ACTION ITEM #FM-18: Recommendation to approve the resolution for the General Fund.

ACTION ITEM #FM-19: Recommendation to approve the resolution for the Special Revenue Funds.

ACTION ITEM #FM-20: Recommendation to approve the resolution for the Debt Service Funds.

ACTION ITEM #FM-21: Recommendation to approve the resolution for the Capital Project Funds.

ACTION ITEM #FM-22: Recommendation to approve the resolution for Enterprise Funds.

ACTION ITEM #FM-23: Recommendation to approve the resolution for the Fiduciary Funds.

ACTION ITEM #FM-24: Recommendation to approve the Resolution for the Internal Service Funds.

ACTION ITEM #FM-25: The Committee recommends to authorize the Treasurer to transfer \$250,000 of the Projected UnRestricted General Fund Balance of \$420,349.58 for December 2019 that is more than 30% of the 2020 General Fund Budget to the following funds: \$200,000.00 to 631 Building & Grounds Maintenance Fund and \$50,000.00 to 402 Equipment & Replacement Fund = \$250,000.00 as presented.

ACTION ITEM #FM-26: The Committee recommends we authorize the Treasurer to pay all remaining bills for 2019 and to make necessary budget adjustments for 2019.

Moved by Commissioner Thomson and supported by Commissioner McDonald to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and McRoberts. NAYS: None. Motion carried.

#### **Contract with Special Investigator**

Commissioner Kozlowski had concerns and objections that the oath of office for the Special Investigator was not filed in the Clerk's Office.

ACTION ITEM #FM-2: The Committee recommends we approve the contract with Phil Seguin as Special Investigator as presented.

Moved by Commissioner Peterson and supported by Commissioner Karschnick to approve the above action item. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, McDonald, Thomson, and McRoberts. NAYS: Commissioners Kozlowski and Fournier. Motion carried.

#### **Employer Support of the Guard and Reserve**

MSgt. Peter Pallas, USAF Ret, presented to the Board regarding Michigan Employment of the Guard and Reserve.

#### **Medical Examiner Contract**

Board Chairman Brad McRoberts advised the board that they are working on a Medical Examiner contract.

#### **Huron Engineering and Surveying Inc**

Finance Chairman Bill Peterson presented Huron Engineering and Surveying Inc. invoice for payment.

**ACTION ITEM #1: Recommendation to approve the Huron Engineering and Surveying Inc. invoice #3432 for the New Jail Project in the amount of \$2,070.00 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.**

Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and McRoberts. NAYS: None. Motion carried.

**Bid Selection – ATV – Sheriff's Office**

Sgt. J.P. Ritter presented bid selection from recent sealed bid process for ATVs for the Sheriff's Office.

**ACTION ITEM #2: Recommendation to approve the Sheriff's Office Bid Selection for two ATVs from D's Honda Sales of Alpena in the amount of \$6,800 each (Total \$13,600) with monies coming out of line item #101-306-977.001 (ORV Purchase) for the 2020 budget as presented.**

Moved by Commissioner Fournier and supported by Commissioner Peterson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, Thomson, Kozlowski and McRoberts. NAYS: Commissioner McDonald. Motion carried.

**Public Comment**

Commissioners discussed MERS retirement and an update on the Airport.

**Recess**

The meeting was recessed at 3:42 p.m. and called back to order at 4:00 p.m.

**Roll Call**

Roll was called, the following Commissioners were present: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and McRoberts. Absent: None.

**MERS – Retirement Plan Options**

Tony Radjenovich, MERS representative, presented an update to the board on the MERS Retirement Plan Options for Alpena County (0401) Divisions 11, New from HA and Alpena County (0401) Division HA and passed out a copy of the report to the board and the public.

**Rescind Motion**

Moved by Commissioner Fournier and supported by Commissioner Adrian to rescind the action item #6 from the 11/8/19 Special Full Board meeting as follows:



**Action Item #6: Recommendation to freeze all non-union and elected officials in the MERS DB and MERS Hybrid plan and replace with MERS DC effective 1/1/2020.**

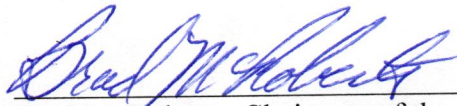
Roll call vote was taken: AYES: Commissioners Adrian, Karschnick, Peterson, Fournier, McDonald, and McRoberts. NAYS: Commissioners Thomson and Kozlowski. Motion carried.

**Retirement Committee**

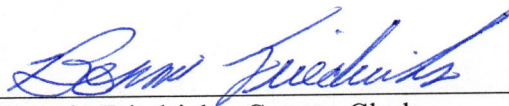
Moved by Commissioner Adrian and supported by Commissioner Fournier to authorize a standing Committee to address retirement issues which includes the Chairman of Finance Committee, the Chairman of Personnel Committee, the Chairman of the Board, one union representative from the Sheriff's Department, one union representative from 911, and one union representative from TPOAM. Motion carried.

**Adjournment**

Moved by Commissioner Karschnick and supported by Commissioner Fournier to adjourn. Motion carried. Meeting adjourned at 5:13 p.m.



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Brad McRoberts, Chairman of the Board



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Bonnie Friedrichs, County Clerk

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