

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
January 26, 2021
1:00 p.m.**

The Alpena County Board of Commissioners meeting was called to order by Chairman Robert Adrian via Zoom conferencing on Tuesday, January 26, 2021 at 1:06 p.m.

PRAYER

Prayer was offered by Pastor Michelle Smith of New Life Christian Fellowship.

PLEDGE OF ALLEGIANCE

Board 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: Donald Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Kevin Osbourne, District #6; Marty Thomson, District #7; and John Kozlowski, District #8.

AGENDA

Moved by Commissioner Thomson and supported by Commissioner Fournier to adopt the agenda with the following additions: 1) Animal Control Officer – Dog & Kennel License Fees, 2) Commissioner Fournier – Sheriff's Office, 3) Commissioner Thomson – Pandemic Resolution. Roll Call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

PUBLIC COMMENT

None.

CONSENT CALENDAR

- A) Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – December 22, 2020
Organizational – January 4, 2021
- B) IT Committee – January 6, 2021

C-1) Personnel Committee – January 7, 2021

ACTION ITEM #PM-1: The Committee recommends that we not extend the Expanded Family Medical Leave Act (EFMLA) effective January 1, 2021.

C-2) Personnel Committee – January 14, 2021

ACTION ITEM #PM-1: The Committee recommends approval to post the Legal Secretary position in the Equalization Department, advertise, if necessary, and fill the vacancy.

ACTION ITEM #PM-2: The Committee recommends we approve the Undersheriff's request to hire a deputy to fill the vacant deputy position.

ACTION ITEM #PM-3: The Committee recommends we approve the appointments to the Older Persons Committee and the Youth and Recreation Committee for 2021-22 as follows:

Older Persons Committee:

- District #1: Jeff Kowalski
- District #2: Craig Zelazny
- District #3: Tim Taber
- District #4: Lee Britton
- District #5: Elaine Sommerfeld
- District #6: Lenore Kasubowski
- District #7: Herb Gamage
- District #8: Doris Feys

Youth & Recreation Committee:

- District #1: Linda Canfield
- District #2: Stephanie Gosselin
- District #3: Dennis Werblow
- District #4: Tony Suszek
- District #5: Tom Heise
- District #6: Tom Spaulding
- District #7: LeAnn Schultz
- District #8: Lisa Siegert

ACTION ITEM #PM-4: The Committee recommends we approve hiring Mike Kieliszewski as the Soil Erosion Officer and Home Improvement Inspector effective immediately and approve the contracts after attorney review.

ACTION ITEM #PM-5: The Committee recommends we approve additional compensation for Tim Ludlow filling in for the Assistant Maintenance Superintendent at an approximate cost of \$980.00 as per the Letter of Understanding with TPOAM.

D) Airport Committee – January 14, 2021

ACTION ITEM #AC-1: The Committee recommends the transfer of \$362.85 from Line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1102-19.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$1,438.80 from Line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1112-09.

ACTION ITEM #AC-3: The Committee recommends the transfer of \$959.20 from Line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1112-10.

E) Building Maintenance Recreation & Insurance Committee – January 19, 2021

ACTION ITEM #BMRIC-1: The Committee recommends to approve to renew the terrorism insurance coverage (01.01.21/01.01.22) and to authorize the Chairman of the Board to sign the Statement of Values and Terrorism Coverage as presented.

ACTION ITEM #BMRIC-2: The Committee recommends to approve to amend the PIP for auto insurance as advised by insurance agent (coverage reduced from unlimited to \$500,000).

ACTION ITEM #BMRIC-3: The Committee recommends to approve to extend an RFP invitation for 2 weeks to any entities interested in operating the Northern Lights Arena.

Not approved on Consent Calendar

ACTION ITEM #BMRIC-4: The Committee recommends to approve the 2021 Fairboard Agreement as presented and have the Fairboard sign prior to the Full Board meeting and authorize the Chairman of the Board to sign it. This has had attorney review.

F) Court Committee – January 19, 2021

ACTION ITEM #CC-1: The Committee recommends to approve a budget adjustment for the polycoms at the new Jail and allow MAC Administrator Bill Pfeifer to submit to the State.

G) Finance/Building Maintenance and Recreation Committee – January 20, 2021

ACTION ITEM #FM-1: The Committee recommends we approve the invoice from Priority Dispatch Corporation in the amount of \$5,364.00 for ProQA annual license renewal service and support for 2019 and 2020, and authorize the Treasurer to transfer \$5,364.00 from the 911 Fund Balance line item #211-000-390 to Maintenance Priority Dispatch line item #211-325-955.002, as presented.

ACTION ITEM #FM-2: The Committee recommends we approve the invoice from Priority Dispatch Corporation in the amount of \$2,700.00 for ProQA annual license renewal service and support from 1/31/2021 through 1/31/2022 with budgeted monies coming from line item #211-325-955.002, as presented.

ACTION ITEM #FM-3: The Committee recommends we approve the CORE Technology invoice in the amount of \$1,890.00 for the annual service agreement, from 1/1/2021 through 1/1/2022 with budgeted monies coming from line item #211-325-802, as presented.

ACTION ITEM #FM-4: The Committee recommends we approve the invoice from Equature/DSS Corporation for agreement for 911 recorder yearly maintenance from 1/5/2021 through 1/4/2022 in the amount of \$4,152.00 with budgeted monies coming from line item #211-325-955.004, as presented.

ACTION ITEM #FM-5: The Committee recommends we approve the invoice from Tele-Rad Inc. for upgrade to the County siren warning system as part of the 7500 console and fire service 800 MHz integration project previously approved, in the amount of \$3,600.00 with budgeted monies coming from line item #211-325-970.003, as presented.

ACTION ITEM #FM-6: The Committee recommends we approve the invoice from West Shore Services Inc for agreement for annual maintenance for the warning siren from 08/28/2020 through 9/05/2021 in the amount of \$3,320.00 with budgeted monies coming from line item #101-426-932, as presented.

ACTION ITEM #FM-7: The Committee recommends we approve the invoice from AirWave Tower Lighting Inc. for removal of antennas at Manning Hill and Scott Road, as part of the 7500 console and fire service 800 MHz integration project previously approved, in the amount of \$4,000.00 with budgeted monies coming out of line item #211-325-946, as presented.

ACTION ITEM #FM-8: The Committee recommends to approve the purchase of a 2021 Chevrolet Tahoe in the amount of \$39,165.69 from Wenzel Chevrolet using Stone Garden grant funds, as presented.

ACTION ITEM #FM-9: The Committee recommends we approve the invoice from AWC in the amount of \$2,064.00 for video cameras at the jail with monies coming from line item #402-234-980.251, as presented.

ACTION ITEM #FM-10: The Committee recommends we approve the purchase of a sandbagging machine from The Sandbagger, LLC in the amount of \$10,790.00 using Grant Funds, as presented. (\$2,000.00 has been received, the remaining grants have committed funds but are reimbursement grants.) Revenue line item #402-234-674.002, expense line item #402-235-981.007.

ACTION ITEM #FM-11: The Committee recommends we approve budget adjustments for the ORV Law Enforcement Grant as presented:

Increase ORV Law Enforcement Grant Revenue Line Item #101-306-546 by \$10,480.00;
Increase ORV Safety Officer Expenditures Line Item #101-306-702 by \$7,480.00;
Increase ORV Equipment Line Item #101-306-977.001 by \$1,500.00
Increase ORV Maintenance Line Item #101-306-934.001 by \$1,500.00.

ACTION ITEM #FM-12: The Committee recommends we table the request to hire two Corrections Officers and refer the matter to the January Full-Board meeting with additional information regarding costs to be provided.

ACTION ITEM #FM-13: The Committee recommends we approve budget adjustments for the Alpena County Department of Veterans Affairs as presented:

Increase expense line item 267-683-977.001 by \$1,550.00 (from \$500.00 to \$2,050.00);
Increase expense line item 267-683-977.002 by \$650.00 (from \$500.00 to \$1,150.00);
Increase expense line item 267-683-729.001 by \$28,500.00 (from zero to \$28,500.00)
Increase expense line item 267-683-727.001 by \$200.00 (from zero to \$200.00).

ACTION ITEM #FM-14: The Committee recommends to approve carry over of the funding from 2020 into 2021 in line item #295-536-801.003 (Short Term Storm Water Characterization Study) in the amount of \$21,057.50, as presented.

ACTION ITEM #FM-15: The Committee recommends to table the request to repay line item #295-536-625 PFC Equity Fund in the amount of \$63,500.00 (RS&H Engineering Services for 2020 projects \$25,500.00 and RS&H Terminal Land Use Study \$38,000.00) using CARES reimbursement funds, as presented.

ACTION ITEM #FM-16: The Committee recommends to approve final invoices from Team Elmer's, Pay Application 20, Change Order 13 and RS&H in the total amount of \$241,409.00 and to approve the request to transfer \$91,446.00 from the Airport Operations Fund Balance to the Airport Terminal Construction Fund to pay the invoices, as presented.

ACTION ITEM #FM-17: The Committee recommends to approve the lease agreement with Pitney Bowes for a postage meter for 60 months with monthly payment of \$134.03 billed quarterly at \$402.09.

ACTION ITEM #FM-18: The Committee recommends to table the request from the County Clerk regarding Hazard Pay and 2021 Salary Employee wages as presented, and have the County Clerk prepare costs and present to February Personnel Committee.

ACTION ITEM #FM-19: The Committee recommends we approve the Huron Engineering Invoice #4058, for the new jail in the amount of \$190.00 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-20: The Committee recommends we approve the BKV Invoices #55003, #55189, #55393, #55587 and #55793, for the new jail totaling \$42,688.36 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-21: The Committee recommends we continue to suspend charges for faxing and emailing records through March 2021, as presented.

ACTION ITEM #FM-22: On Full Board Agenda.

ACTION ITEM #FM-23: The Committee recommends we approve the Resolution #21-02 Waive Collection Fees/Senior Citizens as presented.

ACTION ITEM #FM-24: The Committee recommends we approve the Treasurer disbursing the 2021 Budgeted Child Care Blended Funding of \$150,000.00 to the Child Care Fund, as presented.

ACTION ITEM #FM-25: The Committee recommends we approve the Treasurer disbursing the 2021 Budgeted Capital Improvement Airport Bond payment appropriation of \$23,523.00 to the Airport P&I Debt Fund, as presented.

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

ACTION ITEM #BMRIC-3 – Request for Proposal

Building Maintenance Recreation & Insurance Committee Chair Kozlowski presented the following Action Item for discussion reporting the Committee met and is currently working on the language for the RFP (Request for Proposal) to manage the Northern Lights Arena.

ACTION ITEM #BMRIC-3: The Committee recommends to approve to extend an RFP invitation for 2 weeks to any entities interested in operating the Northern Lights Arena.

Moved by Commissioner Peterson and supported by Commissioner Thomson to give the BMRI (Building Maintenance Recreation & Insurance) Committee authorization to develop and advertise an RFP for NLA (Northern Lights Arena). Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

POLL ACTION ITEM – 2020 PTO

Board Chairman Robert Adrian presented the following POLL Action Item for approval.

POLL Action Item: Recommendation that 2020 PTO carryover for county employees be allowed due to COVID as recommended by the Personnel Committee and that the PTO time must be used by December 31, 2021.

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

ACTION ITEM #FM-22 – Computer Replacements

Finance Chair Bill Peterson presented the following Action Item for approval.

ACTION ITEM #FM-22: The Committee recommends we approve computer replacements and essential upgrades in the amount of \$136,024.00 with \$56,024.00 transferred from the Technology Reserve in the General Fund to the 402 Fund for Data Processing, transfer \$72,600.00 from the fund balance of the General Fund into the 402 Fund for Data Processing and increase the Data Processing line item 101-958-728 by \$7,400.00, as presented. A two-thirds vote of the Full Board will be needed.

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

IT ADHOC COMMITTEE

Commissioner Osbourne recommended that the IT Committee investigates ways to allocate some monies out of the individual department funds for their 2022 Budget for IT reserves.

Moved by Commissioner Osbourne and supported by Commissioner Peterson that the IT Committee review funding solutions for future IT budgetary needs. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

CORRECTION OFFICERS

Finance Chair Peterson presented the following Action Item for approval.

ACTION ITEM: Recommendation to approve that two correction officers be hired with monies to come out of the Sheriff's Department budget and adjusted at the end of the year if necessary as recommended by the County Treasurer and County Clerk.

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

COUNTY CLERK ANNUAL REPORT

County Clerk Bonnie Friedrichs presented the annual report for the Clerk's Office attachment #1). Commissioners commended the Clerk's Office as well as all County Offices on doing a good job.

ANIMAL CONTROL OFFICER – WAIVE DOUBLING DOG LICENSE FEES

Animal Control Officer Deputy Michelle Reid presented the request to waive the doubling of the dog license fees this year for 2021 due to COVID restrictions impacting the community financially and that compliance is an issue if the fees are doubled. Deputy Reid reported the rabies vaccination clinic that they hosted last year went well and with the opportunity to purchase dog licenses there was a great advantage for the citizens.

Moved by Commissioner Fournier and supported by Commissioner Gilmet to recommend to approve to waive the doubling of the dog license fees for 2021 and that the fees will stay the same price through December 31, 2021. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

SHERIFF'S COUNTY SEAT

Commissioner Fournier reported she would like to know what the County needs to do to be compliant with the Sheriff moving out of the county seat. Chairman Adrian reported he spoke with Attorney Gretzinger with Executive Manager Tammy Sumerix-Bates and he informed them that the Sheriff can establish an office in the city and that the hours and staffing is determined by the Sheriff. Tammy will contact Attorney Gretzinger to request to have him send them a written opinion.

PANDEMIC RESOLUTION

Commissioner Thomson presented the pandemic resolution from Kalkaska County recommending the Board of Commissioners support a pandemic resolution for Alpena County and he read the resolution to the board.

Moved by Commissioner Thomson and supported by Commissioner Kozlowski to recommend to approve a pandemic resolution for Alpena County as presented and authorize the Chairman of the Board and County Clerk to sign it. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Kozlowski. NAYS: Commissioner Adrian. Motion carried.

HEALTH DEPARTMENT – COVID UPDATE

Board Chairman Adrian gave an update on the Health Department Vaccine Clinics. Commissioner Thomson reported that Alpena County received reimbursement through a MEDC CDBG Grant for the Health Department Clinics.

MEDC CDBG

Finance Chair Peterson reported that two payments have been received from the MEDC CDBG Grant that Alpena County applied for some local nonprofit organizations. Commissioner Thomson gave an update to the board reporting that they continue to work on the Emergency Storage Building and Morgue Unit project for Alpena County.

SPECIAL ADHOC COMMITTEE APPOINTMENTS

Chairman Adrian appointed an Adhoc Housing and Public Conservator Committee with the following members: Commissioner Thomson-Chair, Commissioners Karschnick and Gilmet.

Moved by Commissioner Fournier and supported by Commissioner Peterson to concur with the Chairman's appointments. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

FAIRBOARD LIAISON APPOINTMENT

Chairman Adrian appointed Commissioner Osbourne as a Liaison to the Fairboard.

Moved by Commissioner Thomson and supported by Commissioner Fournier to concur with the Chairman's appointment. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

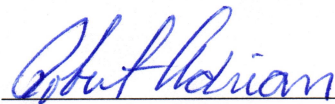
PUBLIC COMMENT

None.

ADJOURNMENT

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

Meeting adjourned at 2:36 p.m.



Robert Adrian, Chairman of the Board



Bonnie Friedrichs, County Clerk