

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
Tuesday, November 25, 2025 – 1:00 p.m.
Howard Male Conference Room/Zoom Room**

PUBLIC HEARING OPEN FOR PUBLIC COMMENT REGARDING THE PROPOSED 2026 BUDGET AT 1:00 P.M.

No Comments.

PUBLIC HEARING CLOSED AT 1:00 P.M.

CALL TO ORDER

The Alpena County Board of Commissioners met, and the meeting was called to order by Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, November 25, 2025, at 1:00 p.m.

PLEDGE OF ALLEGIANCE

Chairman Kozlowski 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: Bill LaHaie, District #1; Dan Ludlow, District #2; Lucille Bray, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Todd Britton, District #6; Travis Konarzewski, District #7; and John Kozlowski, District #8.

ANIMAL CONTROL STATEMENT

County Administrator Jesse Osmer provided a statement on behalf of the board and county. On Monday, November 24th, the Alpena County Sheriff's Department released their Animal Control Officer from employment effective immediately. During a walkthrough along with the chairman of the board to the animal control facility making sure staff had what they needed in the interim, it was made clear that operations will continue as normal. Administrator Osmer reported there was false information being put out on social media and through the community.

AGENDA

Moved by Commissioner Peterson and supported by Commissioner Britton to adopt the amended agenda as presented. Motion carried.

PUBLIC COMMENT

None.

BILLS TO PAY

Chairman Kozlowski presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$162,878.69	\$162,878.69

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

PUBLIC CONSERVATOR BUDGET ADJUSTMENT

Administrator Osmer presented budget adjustment requests on behalf of the Public Conservator's Office for review and approval.

Moved by Commissioner Fournier and supported by Commissioner Bray to approve the Public Conservator's budget adjustments as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #2: Recommendation to approve the Office of the Public Conservator budget adjustments as follows:

- **\$233.00 from Program Assistant line item #101-278-702.000 to Office Supplies line item #101-278-727.000**
- **\$400.00 from Program Assistant line item #101-278-702.00 to Postage line item #101-278-728.000**

JUVENILE DIVISION BUDGET ADJUSTMENT

Administrator Osmer presented a budget adjustment request on behalf of the Juvenile Division for review and approval.

Moved by Commissioner Fournier and supported by Commissioner Bray to approve the Juvenile Division's budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #3: Recommendation to authorize the County Treasurer to make the necessary budget adjustments to transfer funds in the amount of \$150,000 to the Sheriff's Office per the Family Division's Enhanced Funding Agreement as presented.

CONSENT CALENDAR

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) Finance Ways & Means Committee Meeting Minutes – November 12, 2025

B) Courts & Public Safety Committee Meeting Minutes – November 17, 2025

ACTION ITEM #CPSC-1: The Committee recommends approval of the Michigan Department of Transportation performance resolution as presented.

ACTION ITEM # CPSC-2: The Committee recommends approval to adopt Judge Black’s Interim Firearm Policy pending full board approval as presented.
Not approved on the Consent Calendar.

C) Facilities, Capital & Strategic Planning Committee Meeting Minutes – November 19, 2025

ACTION ITEM #FCSPC-1: The Committee recommends approval to subordinate the existing Home Improvement loan #005-03-HI as presented.

ACTION ITEM #FCSPC-2: The Committee recommends approval of placing the “Eagle has Landed” sculpture on the courthouse lawn opposite corner of the Veterans Memorial, pending any issues with the location as presented.

ACTION ITEM #FCSPC-3: The Committee recommends approval to allow Food Bank of Eastern Michigan organizer Courtney Holmes regular use of the Alpena County Fairgrounds to conduct monthly food bank operations while working with the Maintenance Superintendent and County Administrator as presented.

ACTION ITEM #FCSPC-4: The Committee recommends approval to offer Alpena Rink Management a 1-year lease extension allowing the county time to determine the best plan moving forward, ensuring there are sufficient funds to maintain Northern Lights Arena as presented.

INFORMATIONAL

Parks & Recreation Committee Meeting Minutes – October 8, 2025

Moved by Commissioner Konarzewski and supported by Commissioner Britton to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

#CPSC-2: INTERIM FIREARM POLICY

Commissioner Ludlow asked for more discussion on the interim firearm policy. Administrator Osmer clarified that the judge can already approve or deny requests by law for the courtrooms. There would

need to be discussion beyond this interim policy if the board would want to have a policy on approving for county grounds.

Moved by Commissioner Peterson and supported by Commissioner Fournier to move forward with the stipulation of forming a committee for further discussion as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: Commissioner Ludlow. Motion carried.

ADOPTION OF 2026 BUDGET

Administrator Osmer presented the 2026 Budget for adoption. He met with former County Clerk Bonnie Friedrichs on her questions regarding the budget and Chair Kozlowski thanked the individual that came to the Treasurer's Office to review the budget.

Moved by Commissioner Fournier and supported by Commissioner Ludlow to approve the 2026 Budget as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #4: Recommendation to approve and adopt the 2026 Budget as presented.

TREASURER RESOLUTIONS & RECOMMENDATIONS

Administrator Osmer presented the Treasurer's resolutions and reserve recommendations for adoption. These are all procedural and allow for the operations of the various funds that the county works within.

Moved by Commissioner Britton and supported by Commissioner Peterson to approve Treasurer's resolutions and reserve recommendations as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #5: Recommendation to approve the resolution for the Component Funds.

ACTION ITEM #6: Recommendation to approve the resolution for the General Fund.

ACTION ITEM #7: Recommendation to approve the resolution for the Special Reserve Fund.

ACTION ITEM #8: Recommendation to approve the resolution for the Debt Service Fund.

ACTION ITEM #9: Recommendation to approve the resolution for the Capital Project Funds.

ACTION ITEM #10: Recommendation to approve the resolution for the Enterprise Funds.

ACTION ITEM #11: Recommendation to approve the resolution for the Internal Funds.

ACTION ITEM #12: Recommendation to approve the Treasurer's Reserve recommendations for 2025.

911 DIRECTOR SALARY

Administrator Osmer had provided the board with as much information as possible regarding salary for the 911 Director. At this point it is up to board to determine how they would like to move forward.

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve removing \$5,000 from the 911 Director's salary until additional training is completed for becoming a certified dispatcher in which the \$5,000 will be added back to the annual salary as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Peterson, Fournier, Britton, and Konarzewski. NAYS: Commissioners Ludlow and Kozlowski. Motion carried.

ACTION ITEM #13: Recommendation to approve decreasing the 911 Director's salary by \$5,000 until completion of the dispatcher training in which the \$5,000 will be added back into the annual salary as presented.

RETRACT PORTION OF BOARD ACTION #15 FROM 10.30.25

Administrator Osmer reported the portion of the board action stating that the general fund paying the Sheriff's Office \$10,000 on or after January 1, 2026, will need to be retracted as the money was already incorporated in the 2026 budget for the Sheriff's Office.

Moved by Commissioner Konarzewski and supported by Commissioner Bray to approve retracting a portion of Board Action #15 from 10.30.25 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #14: Recommendation to retract the last portion of Board Action #15 from October 30, 2025, stating, "In return, the Alpena County General Government fund will pay the Alpena County Sheriff \$10,000 from line item #101-200-977.014 to line item #101-301-693.001 on or after January 1, 2026."

MSU EXTENSION ANNUAL REPORT

MSU Extension District 14 Director Adam Koivisto presented the Michigan State University Extension annual report. During the past year there were 249 programs accessed by Alpena County residents. MSU Extension has reached almost 21,000 on social media; 3,400 through direct programming in Alpena County; and 5,800 in indirect programming.

Alpena's 4-H Program Coordinator Michelle Eagling reported they were able to give over \$10,000 in scholarships here in Alpena County. They were able to put in a garden at Lincoln School where students learned about natural resources, bees, pollination and planted seeds. This was a large project, and they received a lot of support from the community.

Director Koivisto highlighted that MSU Extension provides continuing education training for everyone that has a pesticide license. Anyone that applies pesticides in the state is required to have a license through MDARD. In addition to the 28 inperson sessions around the state, they have added an online version.

COMMUNITY CORRECTIONS GRANT

NE Michigan Community Corrections Program Manager Jessica VanWulfen presented Resolution #25-23 for the FY26 Community Corrections grant application for review and approval. The grant was approved in June, but due to the government shutdown, it was held up a bit. They were able to secure \$221,000 this year.

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve Resolution #25-23 for the FY26 Community Corrections grant application as presented. Motion carried.

ACTION ITEM #15: Recommendation to approve Resolution #25-23 FY26 Community Corrections Grant Application of the Northeast Michigan Council of Governments as presented.

PFC PROGRAM MANAGEMENT SUPPORT SERVICES

Airport Manager Mick Higgins presented a renewal contract of PFC Program Management Support Services with RS&H for review and approval. The term is for one year and has already been budgeted. This is reimbursed through MDOT.

Moved by Commissioner Konarzewski and supported by Commissioner Peterson to approve the PFC Program Management Support Services contract with RS&H as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #16: Recommendation to approve the PFC Program Management Support Services contract with RS&H for one year (12.31.25 through 12.31.26) as presented.

REPORTS OF SPECIAL OR AD HOC COMMITTEES

Facilities, Capital & Strategic Planning Committee Update: Chair Konarzewski reported the committee approved a one-year lease for Alpena Rink Management to give the board time to decide on how to move forward with the rink. Airport reports were also discussed.

Courts & Public Safety Committee Update – Chair Bray reported the committee discussed Flock Safety and a letter that was received from a local law firm on security issues in the courts. There will be a committee put together to begin discussions on how to proceed with the security issues.

Personnel Committee Update – No update.

UNFINISHED BUSINESS

Administrator Osmer reported during discussion on selling the Boys and Girls Club parcel, the board voted to go ahead and approve with 3 stipulations: 1) Ensuring there would still be an easement down to the water; 2) Keeping the county apprised of any bids that come in; and 3) Making sure the county is not liable for any environmental cleanup associated. The attorney for the Boys & Girls Club got back to us this morning and all 3 stipulations were met.

PUBLIC COMMENT

Sharon Wirgau of Long Rapids stated their deck is 14 x 20 and the new ordinance that is being proposed shows a max of 14 x 14. Having a deck down or having a big tent will both have the same impact and kill the grass. She is asking for the size of the deck to be taken out.

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner LaHaie to adjourn the meeting. Motion carried. The meeting was adjourned at 1:49 p.m.

John Kozlowski, Chairman of the Board

Keri Bertrand, County Clerk