

COURTS & PUBLIC SAFETY COMMITTEE  
**DRAFT - MEETING MINUTES**  
Monday, February 27, 2023 – 4:00 p.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Chair  
Burt Francisco  
Jesse Osmer  
Bill Peterson

Others Present: Mary Catherine Hannah, County Administrator  
Kim MacArthur, County Board Assistant  
Sheriff Erik Smith  
Janelle Mott, Juvenile Officer  
Kim Elkie, EM/E911 Director  
Michelle Reid, Animal Control  
Rob Edmonds, City Fire Chief  
Wes Wilder, Maintenance Superintendent  
Cynthia Muszynski, Prosecuting Attorney  
Tom Pelkey  
Lynn Bunting, County Board Assistant (zoom)  
Kim Ludlow, County Treasurer (zoom)  
Al Rapson, Assistant EM/E911 Director (zoom)  
Steve Smigelski, Airport Manager (zoom)  
Phil Heimrel, True North Radio (zoom)  
Bill Pfeifer, MAC Administrator (zoom)  
Edna Sorensen (zoom)

**CALL MEETING TO ORDER**

Chair John Kozlowski called the meeting to order at 4:00 p.m.

**MOTION TO ADOPT AGENDA**

Moved by Commissioner Peterson and supported by Commissioner Francisco to adopt the agenda with the addition of Ambulance Purchase. Motion carried.

**INFORMATION ITEM:** City Fire Chief Rob Edmonds reported his department has an opportunity to purchase a 2018 ambulance from the Charter Township of Alpena. In the Ambulance Agreement it is stated that an ambulance may be purchased in years 2022 and 2024, but no ambulance was purchased in 2022. Chief Edmonds is asking the Committee to approve the purchase of the ambulance from the Charter Township of Alpena in the amount of \$135,000 plus an additional \$10,000 for outfitting. The ambulance is mechanically sound and there are no issues. Administrator Hannah reported there is currently enough money budgeted for this purchase. Chief Edmonds stated at some point they could look into extending the rotation of 2 years to 3 years. Motion was made by Commissioner Peterson and supported by Commissioner Francisco to recommend the action item below. Roll call vote was taken: AYES: Commissioners Osmer, Francisco, Peterson, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends to approve the purchase of a 2018 ambulance from the Charter Township of**

**Alpena in the amount of \$135,000 plus an additional \$10,000 for outfitting to be paid out of line item 210-651-972.000 Ambulance Fund Equipment/City Contract as presented. [\$200,000 Budgeted for FY23]**

INFORMATION ITEM: Juvenile Officer Janelle Mott presented January's Child Care Fund Monthly Report to the Committee. (attachment #1) Currently, the Child Care Fund is at a zero balance but is due an estimated \$120,000 from the state. Janelle is at standstill for paying bills. The Committee discussed the transfer of \$50,000 from the General Fund to the Child Care Fund. Officer Mott believes it is feasible before the end of the fiscal year that the Child Care Fund will be in a position to return the \$50,000. Motion was made by Commissioner Francisco and supported by Commissioner Peterson to recommend the action item below. Roll call vote was taken: AYES: Commissioners Francisco, Peterson, Osmer, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of a budget adjustment in the amount of \$50,000 to be transferred from the General Fund to the Child Care Fund as presented.**

INFORMATION ITEM: Discussion was made on the meeting time and day of the Courts & Public Safety Committee meetings. Court schedules interfere with certain days of the week, and it was recommended by all Committee members to have the meetings on the third Monday of each month at 4:00 p.m. and to make any needed adjustments moving forward.

INFORMATION ITEM: MAC Administrator Bill Pfeifer presented the quarterly financial status report to the Committee. The first quarter of the fiscal year for this fund ends on December 31<sup>st</sup> and the total amount spent during that first quarter was just less than \$140,000 which is about 18% of the total budget. There was an issue of not receiving the first 25% grant payment from the state and the fund was close to being overdrawn but the monies have since come in. The first quarter is usually the lowest spending quarter in the grant cycle.

INFORMATION ITEM: Sheriff Erik Smith presented a memo requesting additional in-car cameras and equipment for new patrol vehicles. Sheriff Smith updated the Commissioners that in 2022, \$112,000 was already approved for the first round of vehicles for 18 body cameras and 7 in-car cameras. The actual cost was \$114,000. There was no money budgeted in 2023 for the next 6 vehicles for cameras and outfitting. Five additional in-car cameras are needed at a cost of \$57,225 plus an additional \$114,031 will be needed for vehicle outfitting; \$76,172 was approved in 2022 for the first 8 vehicles. Sheriff Smith is asking the Committee to approve \$173,256 in addition to what was approved last year to finish this project; \$59,225 for cameras and \$114,031 for vehicle outfitting. The payment could be made all up front or by payment plan. Currently the money is budgeted out the of ARPA Fund 214. Motion was made by Commissioner Peterson and supported by Commissioner Osmer to recommend the action item below. Roll call vote was taken: AYES: Commissioners Peterson, Osmer, Francisco, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #3: The Committee recommends to approve an additional \$59,225 for in-car cameras for Sheriff's Office vehicles and an additional \$114,031 for vehicle outfitting for Sheriff's Office vehicles with monies to come from the ARPA Fund as presented.**

INFORMATION ITEM: Prosecutor Cynthia Muszynski presented a memo to the Committee about updating the Prosecutor software. The current software was created in the 1980s and will become obsolete within the next few years and the Prosecuting Attorneys Association of Michigan is looking

for a replacement prior to that software expiring. Various companies have been researched by PAAM and they have chosen their top three. Prosecutor Muszynski is recommending Karpel Solutions with a one-time rollover cost of \$71,650 with an additional annual subscription rate of \$11,625. The current software rate is \$3,600 per year. After speaking with IT Director Steve Mousseau there is concern about increased storage use and what costs may occur. The sooner new the data is stored with another company the more likelihood we can avoid those costs. Prosecutor Muszynski has a letter of support from Lt. Grimshaw at the Alpena MSP Post and will be getting more support letters and information for the Committee to review.

INFORMATION ITEM: County Administrator Mary Catherine Hannah presented discussion on Animal Control Shelter Services. Administrator Hannah proposed three options to the Committee on how to handle the Animal Control Program: 1) Keep the shelter as is and increase operation and management oversight as the program has grown and does not have a good set of policies and procedures; 2) Contract out for some level of care of the animals particularly for animals not part of law enforcement or ordinance enforcement; 3) Contract out for all services. Both Sheriff Smith and Administrator Hannah are seeking direction as to what the Commissioners would like to see as the best program for the animals and County residents. In the current ordinance, we are only required to include dogs. The County does not address any other animals in the ordinance and the question was presented as to whether we should include other animals besides dogs. Animal Control Officer Michelle Reid will get Administrator Hannah more information on budgets to bring back to the Committee for more discussion.

INFORMATION ITEM: Administrator Hannah reported that the County has received approximately \$200,000 in opioid settlement funding. Spending the money on the justice side is appropriate, but it is recommended that a good portion of the funding be spent on the prevention side. Administrator Hannah emphasized the need to utilize the funding to impact and help the whole community and will reach out to District Health Department #4 and Partners in Prevention to see what assistance is already offered in the community and what they may recommend. Presentation material will come back to the Committee for more discussion.

INFORMATION ITEM: Administrator Hannah reported Attorney Katy Conklin is withdrawing from the attorney contract which is good through the end of the year. There are currently two people interested in replacing Conklin on that contract. Motion was made by Commissioner Francisco and supported by Commissioner Osmer to post the attorney contract vacancy for the minimum required time period and to include the two current interested applicants. Motion carried.

INFORMATION ITEM: Administrator Hannah presented the MIDC Grant Renewal Agreement FY23 Cost Revision – Contract update for approval. The grant needs to be amended due the increased costs associated with upcoming trails. Motion was made by Commissioner Osmer and supported by Commissioner Francisco to recommend the action item below. Motion carried.

**ACTION ITEM #: The Committee recommends approval of the Michigan Indigent Defense Counsel FY23 Cost Revision-Contract Update in the amount of \$941,015.46 and to authorize the County Administrator to sign all pertaining documents as presented. (No amendment to County match.) This has Grant Review Committee approval.**

INFORMATION ITEM: Chair Kozlowski presented the Ambulance Fund monthly report to receive and file.

INFORMATION ITEM: Chair Kozlowski presented the Medical Examiner monthly reports to receive and file.

INFORMATION ITEM: Chair Kozlowski presented the Veteran's Affairs Office monthly reports to receive and file.

Motion was made by Commissioner Osmer and supported by Commissioner Francisco to receive and file the monthly Ambulance Fund Report, Medical Examiner Report, and Veteran's Affairs Office Report as presented. Motion carried.

INFORMATION ITEM: Commissioner Francisco discussed a letter that was written from the Alpena County Veterans Affairs Board to the Alcona County Board of Commissioners regarding the Michigan Veterans Trust Fund Application Processing. Alcona now has their own Veterans Service Officer and Alpena will no longer have to help complete applications for the Veterans Trust Fund but will continue to assist with the submission process.

OTHER DISCUSSION:

**\*Next Meeting: Monday, March 20, 2023 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Osmer to adjourn the meeting. Motion carried. The meeting adjourned at 6:18 p.m.

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John Kozlowski, Chair

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Kimberly MacArthur, Board Assistant

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