

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE MEETING
DRAFT MINUTES

Monday, February 7, 2022 – 12:00 p.m. Noon
Howard Male Conference Room/Zoom Room

Commissioners Present: Don Gilmet, Chair
Marty Thomson
Kevin Osbourne
Brenda Fournier
Bob Adrian

Others Present: Mary Catherine Hannah, County Administrator
Lynn Bunting, County Board Assistant
Wes Wilder, County Maintenance Superintendent
Steve Schulwitz, The Alpena News (by zoom)
Bonnie Friedrichs, County Clerk
Steve Smigelski, Airport Manager (by zoom)
Chuck LeFebvre, guest
Kim Ludlow, County Treasurer (by zoom)
Janelle Mott, Juvenile Officer (by zoom)

Chair Don Gilmet called the meeting to order at 12:02 p.m. (Noon) and introduced Chuck LeFebvre, Planning Commission member, as a guest today.

PLEDGE OF ALLEGIANCE OF THE UNITED STATES OF AMERICA

INFORMATION ITEM: Chair Gilmet presented the Courthouse and Annex Roof bid documents for review. County Maintenance Superintendent Wes Wilder informed the committee that the Courthouse and Annex Building roofs are leaking. Discussion and recommendation on duralast bid separately for Courthouse and Annex Building and RFP and bid documentation needed to put out for bids. Moved by Commissioner Thomson and supported by Commissioner Fournier to recommend the below Action Item. Motion carried.

ACTION ITEM #1: The Committee recommends to authorize Chair Don Gilmet and Administrator Hannah to proceed with RFP bids for the County Courthouse and County Annex Building Roof repair/replacement.

INFORMATION ITEM: Chair Gilmet presented the land development infrastructure at the County Airport reporting that there was an environmental public comment/input done through the DEQ. Chair Gilmet gave a background history of the airport and an Huron Environmental update and presented plans for discussion, review and approval. Moved by Commissioner Fournier and supported by Commissioner Osbourne to recommend the Huron Environmental plans and to update the M32 red section and material cost and recommend to the Finance Ways

& Means Committee for approval. Roll call vote was taken: AYES: Commissioners Fournier, Thomson, Osbourne, Adrian, and Gilmet. NAYS: None. Motion carried.

INFORMATION ITEM: Chair Gilmet reported he invited the Planning Commission member Chuck LeFebvre as a guest and possible liaison from the Planning Commission to join the committee meetings to keep the Planning Commission updated on the Capital Improvement Plan. Chuck reported that he will present the request at the next Planning Commission meeting to sit on this committee as a liaison for the Planning Commission and report updates to them.

INFORMATION ITEM: County Administrator Mary Catherine Hannah presented the Parks Recreation Plan to the committee as information only at this time as project priorities and to keep in mind with the master plan.

INFORMATION ITEM: Administrator Hannah presented the Department of Health & Human Services heat pump issue for discussion. County Maintenance Superintendent Wes Wilder gave an update reporting that Weinkauff gave him a quote for replacement of the heat pump in the amount of \$9,000 and received a second quote from Control Solutions who told him that they have rebuild kits that will repair the heat pump for \$3,600. Wes reported he has ordered the kits and that Control Solutions will rebuild and that he will take this cost out of his budget.

INFORMATION ITEM: Administrator Hannah gave an update on the progress on the building inventory number system through BS&A (Capital Asset Management) and asked for committee input. Discussion on initials and letters to identify buildings and Administrator Hannah will keep the committee updated.

INFORMATION ITEM: Chair Gilmet reported on 2022 Priority Projects and the CIP process for discussion.

1. Infrastructure at the Airport.
2. New Phone System – Administrator Hannah reported that IT Director stated a cost for a new phone system \$150,000 that needs replacement for the county as the current vendor will quit supporting in 2 years and the current phone system is not easy to add extensions and lines. Administrator Hannah reported the new system will be VOIP for faster service with all cabling upgraded and will work better for the whole network and will allow the IT Director to do a full audit with the new system and he is unable to do a full audit of the current phone system. She will have the IT Director give her an updated quote for next meeting.
3. Courthouse building list of projects & Annex building list of projects and prioritize. Will get estimates until closer to project to get idea of costs. Wes will work with committee and make a list and have ready before next meeting.
4. Meeting for whiteboard priority discussion.

INFORMATION ITEM: County Clerk Bonnie Friedrichs reported she has four electriviewer filing systems that need replacing at \$80,000 each and requested to be put on the list of priorities.

Discussion and recommendation to add to the Capital Improvement Plan list of priorities and Bonnie will get some costs to them.

PUBLIC COMMENT

None.

INFORMATION ITEM: Chair Gilmet presented the next meeting date and time for discussion and recommendation. The committee recommended to change meeting dates to the second and fourth Wednesday and meeting times to 9:00 a.m.

INFORMATION ITEM: Administrator Hannah brought comparative sketches of a new study of the County buildings and old study of the County buildings and will send a slide history with a background history out to the committee for review.

Next Meeting: Wednesday, February 23, 2022 at 9:00 a.m. in Howard Male Conference Room/Zoom Room

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ADJOURNMENT

Moved by Commissioner Fournier and supported by Commissioner Osbourne to adjourn the meeting. Motion carried. The meeting adjourned at 12:50 p.m.

Don Gilmet, Chairman

Lynn Bunting, Board Assistant

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