

COURTS & PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
Thursday, April 21, 2022 – 4:00 p.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Kevin Osbourne, Chair  
Don Gilmet  
Brenda Fournier

Others Present: Mary Catherine Hannah, County Administrator  
Lynn Bunting, County Board Assistant  
Kim MacArthur, County Board Assistant  
Sheriff Steve Kieliszewski  
Undersheriff Erik Smith  
Kim Elkie, 911/Emergency Manager Director  
Julie Riddle, The Alpena News  
Bill Forbush, City Fire Chief  
Steve Mousseau, IT Director  
Julie Miller, Deputy Chief, Public Defenders Office  
Bill Pfeifer, MAC Administrator (zoom)  
Catherine Murphy, Register of Deeds  
Steve Smigelski, Airport Manager (zoom)  
Kim Ludlow, County Treasurer (zoom)  
Barb Klimaszewski, State MIDC Rep (zoom)  
Keri Bertrand, County Clerk (zoom)  
Janelle Mott, Juvenile Officer (zoom)  
Mark Hansen, Charter Township Fire Chief

CALL MEETING TO ORDER

Chair Kevin Osbourne called the meeting to order at 4:00 p.m.

MOTION TO CHANGE AGENDA

Moved by Commissioner Gilmet and supported by Commissioner Fournier to adopt the agenda with the following change: 911/EM Director Kim Elkie to present after MAC Administrator Bill Pfeifer. Motion carried.

INFORMATION ITEM: Bill Forbush, City Fire Chief, passed out information and gave an update on the purchase of a used 2018 ambulance. The budgeted amount for an ambulance is \$200,000. A 2018 used ambulance was found at a cost of approximately \$142,000 and an additional \$10,000 will be needed to remark and re-equip the vehicle. Currently the department has a 2015 ambulance that is out of service with a resale rate. Chief Forbush will present to City Council. Motion made by Commissioner Osbourne and supported by Commissioner Gilmet. Roll call vote was taken. AYES: Commissioners Gilmet, Fournier, and Osbourne. NAYS: None. Motion carried.

**ACTION ITEM #1: The committee recommends approval of a used 2018 ambulance in the amount of \$142,000 plus an additional \$10,000 to equip as presented, originally budgeted at \$200,000.**

INFORMATION ITEM: MAC Administrator Attorney Bill Pfeifer gave an update on the FY23 MIDC Grant Application (10.01.22/09.30.23) reporting the application is similar to last year and the only change is who will do the indigency screening and he recommends moving this into the Public Defender's Office. He recommended adding a full-time social worker to help with the indigency screening. Motion was made by Commissioner Gilmet and supported by Commissioner Fournier to recommend the below action item. Roll call vote was taken. AYES: Commissioners Gilmet, Fournier, and Osbourne. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of the FY23 MIDC Grant Application (10.01.22/09.30.23) in the amount of \$774,867.98 with a County match of \$164,640.01 and authorize the Board Chairman or County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.**

INFORMATION ITEM: County Administrator Hannah presented issue with privacy concerns raised regarding attorney meeting room at the new jail and 2 of the 3 white noise machines have been installed to help soundproof the attorney room and all work was done in house. Administrator Hannah reported that additional paneling was ordered to stop the echoing and MIDC can help fund this project with receipts for work done being sent to Attorney Bill Pfeifer to review for submission.

INFORMATION ITEM: County Administrator Mary Catherine Hannah presented the scenarios on the Emergency Manager position recommendation from Personnel Committee. Administrator Hannah reported that it was recommended to hire an Assistant 911/Emergency Director at 20 hours a week at \$19.79 per hour with no benefits with overtime as needed with approval. Kim Elkie, 911/Emergency Manager Director, presented additional money would be needed for training with budgeted money coming from both 911 and Emergency Manager funds. Motion made by Commissioner Gilmet and supported by Commissioner Fournier to approve a recommendation to send proposal as outlined by Administrator Hannah to Finance Ways and Means. Roll call vote was taken: AYES: Commissioner Fournier, Gilmet, and Osbourne. NAYS: None. Motion carried.

INFORMATION ITEM: Kim Elkie, 911/Emergency Manager Director, presented the need for a signal booster at the Alpena Township Fire Station.

Mark Hansen, Charter Township Fire Chief, reported the pagers sometimes do not go off due to no signal and gave a background history. Chief Hansen presented the cost for a one-way signal booster antenna at \$295 with an additional \$60-80 for shipping. (attachment) A one-way signal booster would cost \$495 plus shipping. The monies would come from the 911/Ambulance/First Responder Millage. A local company offered to put the antenna up at no cost. Commissioner Osbourne recommended trying only the antenna to see if signal improved and to have a firm price before Finance. Motion was made by Commissioner Fournier and supported by Commissioner Osbourne to recommend the below action item. Roll call was taken: AYES: Commissioners Gilmet, Fournier, and Osbourne. NAYS: None. Motion carried.

**ACTION ITEM #3: The committee recommends approval of a signal booster for Alpena Township Fire Station in the amount of \$295 monies to come from the 911 fund line item #261-325-970.003.**

INFORMATION ITEM: Kim Elkie, 911/Emergency Manager Director recommended the approval for an ACC student to observe a shift in the Central Dispatch Center as a Sit A Long Program. MSP Trooper Clark spoke with Kim and had an ACC student do a ride a long and he recommended the 911

dispatch center. Rob Mills, Director of Criminal Justice at ACC, is very interested in doing a Sit A Long Program as well. Sheriff Kieliszewski will forward Kim the information he has on the Sheriff Department's Ride A Long Program. Administrator Hannah will obtain legal review. Kim Elkie, 911/EM Director will get more information to Administrator Hannah and will then come back to the Committee in May. Tabled by committee.

INFORMATION ITEM: Kim Elkie, 911/Emergency Manager Director, presented a budget adjustment request for overpayment of ARPA Supplemental Funds in the amount of \$2,394.73. The money was received by the County on 02/28/2022. Motion was made by Commissioner Gilmet and supported by Commissioner Fournier to recommend below action item. Roll call was taken: AYES: Commissioners Gilmet, Fournier and Osbourne. NAYS: None. Motion carried.

**ACTION ITEM #4: The committee recommends approval of a budget adjustment for overpayment of ARPA Supplemental Funds in the amount of \$2,394.73 with monies to come from line item #101-426-528 and authorize the Treasurer to make the necessary budget adjustments to pay invoice #551-596921 in the amount of \$2,394.73 as presented.**

INFORMATION ITEM: Kim Elkie, 911/Emergency Manager Director, presented a budget adjustment request for the Central Tower Project. The invoice is due January 2023, but the Treasurer wants to pay in December 2022. Funds need to be adjusted with \$75,000 coming from the 911/Ambulance/First Responder and \$16,785.28 from the 911 budget. Motion was made by Commissioner Gilmet and supported by Commissioner Fournier to recommend to Finance Ways and Means to move \$15,000 to Tower reserve from 911 budget. Roll call was taken: AYES: Commissioners Gilmet, Fournier, and Osbourne. NAYS: None. Motion carried.

INFORMATION ITEM: Kim Elkie, 911/Emergency Manager Director, presented the sealed bid recommendation to accept the bid from Grand Traverse Mobile Communications for portable radios, mobile radios, and pagers in the amount of \$62,230.34. The County will match the amount of \$31,115.17 with the City and Township matching in the amount of \$31,115.17. Commissioner Osbourne recommended to put on the agenda for Finance. Motion was made by Commissioner Fournier and supported by Commissioner Gilmet to recommend to Finance Ways and Means the 911/Emergency Manager Director's recommendation for the sealed bid from Grand Traverse Mobile Communications for portable radios, mobile radios, and pagers with monies to come from line item #261-325-970.003. Roll call was taken: AYES: Commissioners Gilmet, Osbourne, and Fournier. NAYS: None. Motion carried.

INFORMATION ITEM: Administrator Hannah gave an update on the Animal Control Ordinance. Discussion was made as to when fees should be doubled for an unlicensed animal and what constitutes a person to obtain a kennel license. Administrator Hannah will speak with Deputy Michelle Reid, Animal Control Officer, and bring back to the committee for review.

**\*Next Meeting: Thursday, May 19, 2022 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Gilmet and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting adjourned at 5:33 p.m.

Kevin Osbourne  
Kevin Osbourne, Chairman

Kim MacArthur  
Kim MacArthur, Board Assistant

kvm