

COURTS & PUBLIC SAFETY COMMITTEE
DRAFT - MEETING MINUTES
Monday, June 19, 2023 – 4:00 p.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Chair
Burt Francisco
Travis Konarzewski (Sitting in for Jesse Osmer)
Bill Peterson (zoom)

Others Present: Mary Catherine Hannah, County Administrator
Kim MacArthur, County Board Assistant
Sheriff Erik Smith
Kim Elkie, EM/E911 Director
Al Rapson, Assistant EM/E911 Director
Michelle Reid, Animal Control
Edna Sorenson
Beth Pelkey
Nancy McSwain
LuAnne Benac
Myra DeCaire
Lynn Bunting, County Board Assistant (zoom)
Kim Ludlow, County Treasurer (zoom)
Steve Schulwitz, Alpena News (zoom)
Audra Cole, Animal Control (zoom)
Bob Reid (zoom)
Phil Heimrel, True North Radio (zoom)
Cynthia Muszynski, Prosecutor (zoom)
Carla Yuchasz, (zoom)
Catherine Murphy, Register of Deeds (zoom)
Michelle McGirr, Deputy Clerk (zoom)
Cindy Johnson, (zoom)
Jennifer Mathis, Human Resource Specialist (zoom)
Kim Schultz, Chief Deputy Clerk (zoom)
Christie Williams, Deputy Clerk (zoom)

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

MOTION TO ADOPT AGENDA

Moved by Commissioner Francisco and supported by Commissioner Konarzewski to adopt the agenda as presented. Motion carried.

INFORMATION ITEM: Juvenile Officer Janelle Mott was unavailable to present May's Child Care Fund Monthly Report to the Committee.

INFORMATION ITEM: Emergency Management and E911 Director Kim Elkie presented a memo to the Committee requesting approval to seek sealed bids for the disassembling and removal of the legacy communications tower. This was not included in the contract for construction of the new tower. After further discussion, Director Elkie reported the recommendation was made to leave the tower where it is for the time being in case there is an opportunity for lease revenue. Director Elkie would like to table the request at this time. She gave the Committee a brief update on her department, and reported the new tower is not yet operational.

INFORMATION ITEM: Administrator Hannah presented the Committee with the results of the Animal Control Survey. Of the 232 responses that were received, a few were duplicates and in less than 5% of responses were a handful of people that skipped email or did not enter a complete address. Those responses were left in the results but can be pulled if the Committee would like. Administrator Hannah discussed a few of the questions:

1. Do you believe that the current Alpena County Animal Control location best meets the needs of the program?

The answers to this question were about equal with “yes” and “no”, and “maybe” came in with the largest portion. Most people feel that animal control does a good job but there is a need for improvement in terms of the facility. Being located at the fairgrounds there have been concerns with campers and renters of the merchants building and it’s not the best location for animals that need recovery or have health issues to be around all the activity.

2. What is the most important service that Alpena County Animal Control provides?

Investigating animal abuse and neglect was the largest response to this question.

3. If the County were to amend its current Animal Control Ordinance – what changes/additions do you think would be important for the community?

The biggest response was dealing with cats. Our current ordinance only deals with dogs, but we could include cats if the County chooses to do so.

Administrator Hannah reported overall the survey was very balanced. There are 29,000 people that live in Alpena County but only 232 responses came in.

Administrator Hannah presented the Committee with costs from the general fund to run this program. The deficit for 2023 is estimated at \$79,000 and without donations would be higher.

Administrator Hannah reported the current shelter software has inconsistent use. There is data that is good but some of it is not up to date so a report cannot currently be pulled to see where animals are coming from and what their disposition is. Chair Kozlowski discussed policies and how the Commissioners cannot get good information if the information is not properly tracked.

Sheriff Erik Smith reported he went to a training in Gaylord along with Undersheriff Cash Kroll, Officer Michelle Reid and Audra Cole. Of the 83 counties in Michigan all of them do things differently and we need to build a program that works best for our County. Sheriff Smith believes their office should be the enforcement piece of animal control rather than a civilian doing the enforcement. He reported that Officer Reid does a good job keeping costs down with donations and

more. He would like to get policies and procedures set which could mirror the ordinance and get animal control running the way it should be.

Chair Kozlowski reported Board Chairman Bill Peterson had asked himself, Commissioner Francisco and Commissioner Fournier to be part of an ad hoc committee and would like for them to be part of getting those policies developed. They could also look into the software to find out the capacity of the program.

Deputy Reid reported they can use PetPoint software for everything, but they have no time to enter all the information because they are so busy. The animals they bring into the shelter are neglected and abused and the shelter is the best life those animals know to date. They only improve, become better and become adoptable and get the best care possible. They do not leave the shelter until they are fully vaccinated including boosters, microchipped and rabies shot and are spayed or neutered if they are age appropriate.

Administrator Hannah will send out some scheduling notes to get started on the ad hoc committee meetings.

More discussion was made on PetPoint and what it can do. PetPoint was purchased for a one-time cost of \$500 and is not the friendliest software. There are other programs that could be considered but they can be costly. Deputy Reid reported each dog has a file with all information, but it is not all entered in PetPoint.

Officer Reid offered to come to this meeting each month to give a monthly report.

Commissioner Konarzewski agreed that if she could come in each month to give her report that would be beneficial for the Commissioners to make good decisions for the people they represent in the County.

Chair Kozlowski allowed Kayla Grace to approach the podium for comment.

INFORMATION ITEM: Administrator Hannah presented the attorney contract for the Committee to review and give authority to open discussions with the attorneys for contract renewal. The current contract will expire on December 31, 2023. Administrator Hannah would like to do a new contract as attorneys have dropped off and came on. There is discussion at the state level to move some juvenile cases handled in this contract over to the Public Defender's Office which would be covered under the MIDC contract. Until we see the exact language as to which cases will get moved, it will make it harder on this contract. She does not anticipate that legislation to be through before the end of the year. Motion was made by Commissioner Francisco and supported by Commissioner Konarzewski to allow the County Administrator to begin contract negotiation with the attorneys that are interested in renewal and under what conditions. Motion carried.

INFORMATION ITEM: Administrator Hannah presented a request from AMA/ESD Superintendent Justin Gluesing asking to renew a memorandum of understanding with Alpena County/DHD4 to use the DHD4 facility as an emergency evacuation site. The current memorandum of understanding will expire in November. Motion was made by Commissioner Francisco and supported by Commissioner Konarzewski to recommend the action item below. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the Memorandum of Understanding between AMA ESD (Pied Piper

School) and DHD#4 for use of the facility in the event of a school emergency and authorize the Chairman of the Board and/or the County Administrator to sign all pertaining documents as presented.

INFORMATION ITEM: Administrator Hannah reported she is working with Fire Chief Rob Edmonds on the contract for services and reported some of the contract language and the language in the fund don't match up exactly and they are in the process of cleaning that up. Fire Chief Edmonds reported that they are in the process of decommissioning one ambulance in which the County will receive back.

INFORMATION ITEM: Chair Kozlowski presented the Ambulance Fund Monthly Report to receive and file. Motion was made by Commissioner Francisco and supported by Commissioner Konarzewski to receive and file the monthly Ambulance Fund Report as presented. Motion carried.

INFORMATION ITEM: Chair Kozlowski presented the Medical Examiners Monthly Reports and the Veterans Affairs Office Monthly Report to receive and file. Motion was made by Commissioner Konarzewski and supported by Commissioner Francisco to receive and file the monthly Medical Examiners Reports and Veterans Affairs Office Monthly Report as presented. Motion carried.

OTHER DISCUSSION:

Commissioner Francisco reported there is nothing new to report for Juvenile Justice.

***Next Meeting: Monday, July 17, 2023 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Konarzewski and supported by Commissioner Francisco to adjourn the meeting. Motion carried. The meeting adjourned at 5:40 p.m.

John Kozlowski, Chair

Kimberly MacArthur, Board Assistant

kvm