

COURTS & PUBLIC SAFETY COMMITTEE MEETING  
**DRAFT MINUTES**

Thursday, February 17, 2022 – 4:00 p.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Kevin Osbourne, Chair  
Don Gilmet  
John Kozlowski (sitting in for Brenda Fournier)  
Bob Adrian, guest

Others Present: Mary Catherine Hannah, County Administrator  
Lynn Bunting, County Board Assistant  
Steve Schulwitz, The Alpena News  
Mark Hall, Emergency Services Coordinator  
Sgt. JP Ritter, Sheriff's Office  
Sheriff Steve Kieliszewski  
Undersheriff Erik Smith  
Bill Pfeifer, MAC Administrator (zoom)  
Bruce Johnson, WATZ (zoom)  
Marcia Burns, Circuit Court Administrator (zoom)  
Janelle Mott, Juvenile Officer (zoom)  
Kim Elkie, Central Dispatch Director (zoom)  
Bonnie Friedrichs, County Clerk (zoom)  
Kim Ludlow, County Treasurer (zoom)  
Phil Heimerl, True North Radio (zoom)  
Cindy Cebula, Chief Deputy Treasurer (zoom)  
Liz Skiba, District Court Administrator (zoom)

Chair Kevin Osbourne called the meeting to order at 4:05 p.m.

INFORMATION ITEM: Chair Kevin Osbourne presented the EMS Training Reimbursement requests from Maple Ridge Township Fire Department and Sanborn Township Fire Department for approval. Moved by Commissioner Gilmet and supported by Commissioner Kozlowski to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski and Osbourne. NAYS: None. Commissioner Fournier, excused. Motion carried.

**ACTION ITEM #1: The Committee recommends we approve the following Individuals from Maple Ridge Township Fire Department for EMS Training Reimbursement upon meeting all the criteria required in the Ambulance Fund Policy as follows: Edward Hoskinson, Melissa Hoskinson, Mike Mousseau, and Erin Ripolle, and approve the following individuals from Sanborn Township Fire Department as follows: Nicholas Golbeck in the amount of \$500 each for a total amount of \$2,500 with monies to come out of the Ambulance Fund as presented.**

Discussion and recommendation to forward to the board for a budget adjustment request as there are no monies budgeted for 2022 in the Ambulance Fund/Training Reimbursement line item.

INFORMATION ITEM: Chair Osbourne presented the Distribution of 2022 First Responder Calls for approval with monies budgeted for 2022. Moved by Commissioner Kozlowski and supported by Commissioner Gilmet to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski and Osbourne. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends we approve the distribution from the First Responder Calls line item #210-651-803.001, appropriate on a quarterly basis as presented:**

<b>City of Alpena:</b>	<b>\$50,000.00</b>
<b>Charter Township of Alpena:</b>	<b>\$39,000.00</b>
<b>Green Township:</b>	<b>\$ 6,000.00</b>
<b>Hubbard Lake Township:</b>	<b>\$ 3,000.00</b>
<b>Long Rapids Township:</b>	<b>\$ 4,000.00</b>
<b>Maple Ridge Township:</b>	<b>\$ 6,000.00</b>
<b>Sanborn Township:</b>	<b>\$ 6,000.00</b>
<b>Wilson Township:</b>	<b><u>\$ 6,000.00</u></b>
<b>Total:</b>	<b>\$117,000.00</b>

INFORMATION ITEM: Sheriff Steve Kielizewski presented a proposal for the Emergency Manager position and what could be offered for the future of emergency management services for Alpena County. Sheriff Kieliszewski gave a background of Sgt. Ritter's qualifications and experience working in the Sheriff's Office. Emergency Manager Mark Hall gave a background on what he has done and is doing currently and reported on Sgt. Ritter's accomplishments and leadership experience that he could offer for this position.

Discussion on dual roles on 911 and Emergency Manager positions and splitting the duties into two. Administrator Hannah reported both job descriptions were approved and recommended to get a policy decision to the Personnel Committee.

Chair Osbourne reported that he spoke with Otsego, Alcona, Presque Isle and Montmorency Counties to see what they do for the Emergency Manager position for their counties and shared with the committee that they are all different.

Discussion and recommendation to discuss further at the next Courts & Public Safety Committee meeting in March on options available.

INFORMATION ITEM: MAC Administrator Attorney Bill Pfeifer reported the FY21 MIDC Grant is closed out with more monies left over to roll into next budget year. Administrator Pfeifer reported that for the FY22 MIDC Grant the Public Defender's Office is operating. MAC Administrator Pfeifer gave an update on the first quarter financial reports.

Administrator Pfeifer reported on the status of the FY23 MIDC Grant Application stating that the application is similar to the FY22 MIDC Grant except that there are two new items: 1) State expecting independent from judiciary and 2) New indigent standard with the state asking courts not be involved any more effective 10.01.22 on who is doing or affiliated with the public defender office and add a person on the new indigency standard funded by state with this part of

grant at no cost to the County. Bill informed the committee that MIDC State Representative Barb Klimaszewski will be meeting in person in March on site and would like to meet Administrator Hannah as well.

INFORMATION ITEM: County Administrator Mary Catherine Hannah reported on the coordination with the Court Security Committee with safety protocols, issues, and training. Administrator Hannah reported she received a notice from District Court Administrator Elizabeth Skiba requesting to meet quarterly and Administrator Hannah recommended to review what the Court Security Committee does and coordinate with a Capital Improvement Plan on what the commissioners need to do.

District Court Administrator Elizabeth Skiba reporting on what the Supreme Court mandates and sent the Administration Order to establish a Courthouse Security Committee to Administrator Hannah and informed the committee that there needs to be a designated chair for that committee. Administrator Skiba will send a meeting notice when the Court Security Committee meeting will be held.

INFORMATION ITEM: Discussion on camera systems throughout the County buildings and Commissioner Gilmet informed the committee that if the cost will be more than \$10,000 to place this item on the Capital Improvement Plan.

INFORMATION ITEM: Administrator Hannah presented a Probate Court request letter to be appointed to counsel and the attorney contract has been completed. The committee discussed and recommended to file and when comes up for renewal put letter with proposals. Moved by Commissioner Gilmet and supported by Commissioner Kozlowski to mark letter received and filed and when the attorney contract comes up due to put letter with proposals. Motion carried.

INFORMATION ITEM: Administrator Hannah reported the Animal Control Ordinance has been discussed last year and would like to get updated and bring back for discussion and approval. Emergency Manager Mark Hall informed the committee that the Animal Control Ordinance affects how dispatch handles animal complaints and this ordinance merges with 911 policies and procedures for animal control. Discussion and recommendation to discuss further and to do on a rabies/vaccination timeframe.

**\*Next Meeting: Thursday, March 10, 2022 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

#### ADJOURNMENT

Moved by Commissioner Kozlowski and supported by Commissioner Gilmet to adjourn the meeting. Motion carried. The meeting adjourned at 5:13 p.m.

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Kevin Osbourne, Chairman

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Lynn Bunting, Board Assistant

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