

BUILDING MAINTENANCE RECREATION & INSURANCE COMMITTEE MEETING  
MINUTES

Tuesday, September 7, 2021 – 4:00 p.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Chair  
Marty Thomson  
Kevin Osbourne  
Don Gilmet  
Bob Adrian, guest

Others Present: Penny Wahoski, Fair Board  
Tammy Sumerix-Bates, County Executive Manager  
Wes Wilder, County Maintenance Superintendent  
Lynn Bunting, Board Assistant  
Undersheriff Erik Smith  
Norm Sommerfeld, Plaza Pool  
Dakota Sommerfeld  
Elaine Sommerfeld, Plaza Pool  
Brad Boelter, Plaza Pool  
Sheriff Steve Kieliszewski  
Phil Heimerl, True North Radio  
Jenny Walker, Lappan Agency  
Lorna Greene, Lappan Agency  
Kim Ludlow, Treasurer  
Keri Bertrand, Clerk's Office

Commissioner Kozlowski called the meeting to order at 4:01 p.m.

INFORMATION ITEM: Commissioner Osbourne invited Jenny Walker and Lorna Greene of Lappan Agency to present an update on County Health insurance. Jenny Walker and Lorna Greene of Lappan Agency gave an update on the County insurance and informed the Committee that they can get information for the budget for 2022 in the next couple of weeks. Chair Kozlowski reported the budget process starts in October.

INFORMATION ITEM: Norm Sommerfeld, Plaza Pool, presented his new staff: Kim Bolanowski, Elaine Sommerfeld, Brad Boelter, and Jennifer Johnson at Plaza Pool. He reported they have a new schedule and will be adding more classes, as they now have more instructors and lifeguards. Norm reported they will keep the same hours and will not be adding more hours. He informed the Committee of the activities and classes they will be having at the pool.

INFORMATION ITEM: Wes Wilder, Maintenance Superintendent, passed out his 2022 Budget requests to the Committee for review and discussion. Wes reported that there has been an increase in the power bill due to the demand charge for having the fair of approximately \$2,000 per month.

1) Proposal from Weinkauf for the Health Department A/C condenser failed and need a primary

compressor changed out as their A/C Unit is out. Wes reported the G&K estimate is to change one of them and if he only replaces one AC unit then Weinkauff's estimate can be cut in half at around \$5,600. Wes reported that the Health Department has 3 AC units and recommends to replace one that is not working. Tammy informed the Committee that there is a Health Department budget, and they have some monies in their budget for some projects. Treasurer Ludlow informed the Committee the A/C unit is approved and reported there is \$74,000 left that is budgeted to spend this year.

2) Discussion on the compressors at the District Health Department. Wes reported he has two quotes: G&K to change just one of the compressors at \$7,825 and Weinkauff to change just one around \$5,600; to change two at \$9,634. Wes stated that he could do one for now and maybe replace the other one in the spring if needed. Moved by Commissioner Osbourne and supported by Commissioner Kozlowski to recommend to replace both compressors from Weinkauff. Roll call vote was taken: AYES: Commissioner Osbourne. NAYS: Commissioners Thomson, Gilmet and Kozlowski. Motion failed.

Moved by Commissioner Thomson and supported by Commissioner Gilmet to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Osbourne, Thomson, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends to replace one of the compressors, if freon is an item, and to hire Weinkauff Plumbing & Heating and not to exceed \$5,000 with testing being additional for the Health Department A/C Unit as presented.**

3) Discussion and recommendation to get the animal control building roof done this year. Treasurer Kim Ludlow informed the Committee that if the cost is over \$5,000 it comes out of the 631 Building Fund.

4) Wes presented an estimate from Omega Signs for LED flood lighting at the Courthouse to replace existing 250-watt Mh ground fixtures in the amount of \$4,998.00 (includes installation) with a 5- year warranty. Discussion to add into budget for 2022 or look to see what the cost is for this year. Wes reported that he did get the electrical boxes taken care of with no exposed wiring. Discussion on number of LED lighting. Wes reported that he will have electrician look to see how they are wired in. Discussion to put the lighting on the budget 2022 wish list for capital improvement and have Wes also get an estimate to put a pole by the mailbox for lighting. Wes reported that he will put it together and get it in with the budget requests for 2022.

INFORMATION ITEM: Commissioner Osbourne presented an update to the Alpena County Horse Development – 4H update reporting that he was not able to secure the meeting with Sienna and will schedule at a later date. Kevin reported that he will inform the Committee if he gets this scheduled and give an update.

INFORMATION ITEM: Chair Kozlowski presented the discussion for the Fairgrounds Caretaker position. Tammy reported there are some applications that came in and will be setting up interviews.

INFORMATION ITEM: Chair Kozlowski presented the budget items for 2022 discussion for

the Equipment & Replacement Fund, NLA Fund, Plaza Pool Fund, and Equipment Maintenance Fund.

1) Tammy reported that \$4,000 in NLA is put in every year in Building/Additions & Improvements in case it is needed. Chair Kozlowski reported that NLA still has a contract and a policy in place with Alpena Rink Management.

Treasurer Ludlow informed the committee that anything that is not spent in the 2021 budget does not automatically move forward to the 2022 budget year. Kim reported that if they want to spend in 2022 then they need to put it in their 2022 budget.

2) Tammy reported that \$35,000 is needed to repair courthouse annex steps as a previous approved budget item for 2021 and will need to be put in 2022 budget if not completed in 2021. Wes reported that he would like to put out for bids this year for the steps at the annex building.

3) Wes reported that he will get estimates for the courthouse roof, parking lot sealant, DHHS items and put \$5,000 for aging equipment needs for the 2022 budget. Wes informed the committee that he wants to do the flooring for the Health Department this year.

4) Tammy reported that any hardware for IT comes out of equipment fund and does not come out of the IT budget in the general fund. She noted that the IT director is responsible for what software and hardware is needed and puts together for the budget and was discussed at the last IT Adhoc Committee meeting.

INFORMATION ITEM: Wes reported on the status of the six water coolers stating that in the downstairs breakroom in the Courthouse he would need to remove one upper cabinet and one lower cabinet and replace the counter to install one water cooler. He noted that the County Annex Building has three water coolers and there will be three in the Courthouse with one on each floor. Wes reported that there are height issues with the drains on two floors of the Courthouse and Friend of the Court, as these water coolers are all wall mounted. Wes reported he is working on and is still buying bottled water until water coolers are installed. The Committee discussed and recommended that Wes proceed with all remaining water coolers at his discretion in moving forward.

INFORMATION ITEM: Chair Kozlowski reported Commissioner Fournier asked him to inform the committee that there are no grab rails to help in the lady's restroom in the Howard Male Conference Room. Wes reported that he can add a couple grab rails to the restrooms. Discussion and recommendation on both restrooms being handicap accessible and for Wes to put together a plan on the bathrooms to get both bathrooms ADA compliant in the Howard Male Conference Room and to put the estimates in the budget for 2022.

INFORMATION ITEM: Chair Kozlowski reported the signs over in the County Annex Building parking lot need replacing. Wes reported that he is working on matching with the Courthouse parking lot and that the signs have been purchased with posts for the annex parking lot and he will get them installed with painted yellow stripes, blue stripes, and the signs with posts in the shop will get put in. He noted that the annex parking lot will be up more towards Chisholm Street as the back doors will be locked with no public access to the back of the County Annex Building.

INFORMATION ITEM: Sheriff Steve Kieliszewski gave an update to the committee on the closure of the old jail reporting they went through the contents at the old jail last week and noted that there are quite a few items still in there with boxes of forms, old police reports, bills, and photographs to be disposed of. Sheriff Kieliszewski reported that he needs either County Maintenance to shred the documents or hire a private contractor for shredding. Steve informed the committee that he has had some interest in purchasing items at the old jail. Discussion to sell items at the old jail and what does not sell remove or keep and sell with the old jail building.

Discussion on document destruction for County Maintenance, Sheriff's Office, District Court, and any County Office that needs it.

INFORMATION ITEM: Commissioner Osbourne reported on the easement issues at the airport stating that it is county property and that this person has been using and has also left logs on county property recommend to have three no trespassing signs put up. The committee discussed and recommended to have the airport put up no trespassing signs and recommend that Russ Rhynard, county legal attorney representative, send a letter to the person and have them remove their logs off county property and if they want to use county property to get permission first with insurance in place.

INFORMATION ITEM: Bob reported that two different communities had accidents at their fair and shared his concerns stating that going forward to police the fair or have inspections of rides prior to community events. Discussion on the fair not a county event but is still on county property and proof of insurance from the amusement company for the fair event. Tammy reported the County gets a copy of the fairboard insurance with the County listed as an additional insured. The Committee recommended to get more of a legal idea and investigate further with being placed on the January or February agenda with Steve Wilson attending.

INFORMATION ITEM: Wes informed the Committee that there are three dumpsters and some trash barrels on the ground left over from the fair and has not heard from anyone yet and wanted the committee to be aware. Commissioner Osbourne reported as the Fairboard representative for the County that he will contact the Fairboard on this.

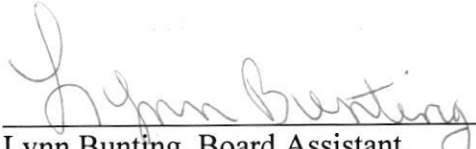
**Next Meeting: Tuesday, October 5, 2021, at 12:00 p.m. (noon) in the Howard Male Conference Room**

ADJOURNMENT

Moved by Commissioner Osbourne and supported by Commissioner Gilmet to adjourn the meeting. Motion carried. The meeting adjourned at 6:19 p.m.

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John Kozlowski, Chairman



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Lynn Bunting, Board Assistant

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