

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – April 27, 2021
Public Hearing – April 27, 2021
Special Session – May 12, 2021
Special Session – May 20, 2021

B-1) **Jail Adhoc Committee** – May 3, 2021

B-2) **Jail Adhoc Committee** – May 17, 2021

B-3) **Jail Adhoc Committee** – May 24, 2021 (minutes to be emailed)

C) **Building Maintenance Recreation & Insurance Committee** – May 4, 2021

D) **Personnel Committee** – May 11, 2021

ACTION ITEM #PM-1: The Committee recommends to approve Kim Schultz, current Family Court referee, as the new 88th District Court Magistrate, an employee of Alpena County, as presented, with 21 hours weekly for an annual salary of \$21,689.80.

ACTION ITEM #PM-2: The Committee recommends to approve the Sheriff's Office request to hire two part-time certified police officers to work the patrols for the DNR grants received by the County, as presented.

ACTION ITEM #PM-3: The Committee recommends to rescind the County of Alpena COVID-19 Preparedness and Response Plan adopted May 26, 2020, as presented.

ACTION ITEM #PM-4: The Committee recommends to approve the 2021 County of Alpena COVID-19 Preparedness and Response Plan, as presented.

E) **Housing & Public Conservator Committee** – May 12, 2021

ACTION ITEM #HPCC-1: The Committee recommends to approve Resolution #21-16 – Fair Housing Resolution, as presented.

F) **Airport Committee** – May 13, 2021

ACTION ITEM #AC-1: The Committee recommends that the PFC Reserve account be reimbursed for funds borrowed to pay RS&H invoices 2100047000-1 in the amount of 25,500.00. The funds would be drawn from 295-000-001 Cash- Airport Fund and go to 295-00-002 Cash Savings. The reimbursement would flow from 295-595-390 Fund Balance and then to 295-595-383 PFC Charges Reserve.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$1,830.00 from line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay RS&H invoice 2100025001-5.

ACTION ITEM #AC-3: The Committee recommends granting Great Lakes Air waivers for Lavatory Services, Ground Power, and Aircraft.

ACTION ITEM #AC-4: The Committee recommends that the Airport not enter into a 25 year lease with EAA but enter into a 5-year lease with the option of a 5-year renewal. Effective June 12, 2021

ACTION ITEM #AC-5: The Committee recommends the transfer of \$4,302.00 from line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay Change Order 1.

ACTION ITEM #AC-6: The Committee recommends the transfer of \$8,871.00 from line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay Change Order 2.

G) **Court Committee** – May 18, 2021

H) **Finance Committee** – May 19, 2021

ACTION ITEM #FM-1: The Committee recommends to approve the bid from Contract Paper Group (CPG) for the purchase of 180 cases of copy paper in the amount of \$5,076.00 (the lowest bid) with monies coming out of 101-228-727, as presented.

ACTION ITEM #FM-2: The Committee recommends to approve the Michigan State Housing Development Authority (MSHDA) Neighborhood Enhancement Program (NEP) Grant in the amount of \$37,125.00, including an administrative fee of \$3,712.50, with no County match, as presented, and authorize the Chairman of the Board to sign all pertinent documents.

ACTION ITEM #FM-3: The Committee recommends to approve a budget adjustment and authorize the Treasurer to transfer \$3,000.00 from the Contingency Fund line item #101-941-955.000 into the Public Advocacy Fund line item #101-999-995.000 to include hiring two attorneys at 20 hours each at \$75.00 per hour with \$1,500.00 each for a total of \$3,000.00 and a contingency if the case goes to trial to send back to the Committee for discussion.

ACTION ITEM #FM-4: The Committee recommends to adopt Resolution #21-15 Credit Card Policy as amended, providing credit cards to elected officials and appointed department heads with responsibilities as outlined.

I) **Administrator Adhoc Committee** – May 20, 2021

ACTION ITEM #AAC-1: The Committee recommends approving the Administrator job description and to proceed with advertising to hire a County Administrator with existing Adhoc. Committee setting up the process.

ACTION ITEM #AAC-2: The Committee recommends setting a pay range of \$85,000 to \$115,000 for a County Administrator position pending experience and qualifications.