

FINANCE WAYS & MEANS COMMITTEE  
MEETING MINUTES

Tuesday, October 14, 2025 – 9:30 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Board Chairman  
Bill Peterson, Vice Chair/Finance Chair, excused  
William LaHaie  
Dan Ludlow  
Lucille Bray  
Brenda Fournier  
Todd Britton  
Travis Konarzewski (zoom)

Others Present: Keri Bertrand, County Clerk  
Jesse Osmer, County Administrator  
Cindy Cebula, County Treasurer  
Sheriff Erik Smith  
Kim Elkie, Emergency Management and E911 Director

**CALL TO ORDER**

Chairman John Kozlowski called the meeting to order at 9:30 a.m.

**ROLL CALL**

Roll call was taken: All committee members present except Commissioners Peterson and Konarzewski were excused.

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

**ADOPT AGENDA**

Moved by Commissioner LaHaie and supported by Commissioner Fournier to adopt the agenda as presented. Motion carried.

**PUBLIC COMMENT**

None.

**BILLS TO PAY**

INFORMATION ITEM: Chairman Kozlowski presented the bills to pay for approval.

|                             | SUBMITTED:   | APPROVED:    |
|-----------------------------|--------------|--------------|
| General Funds & Other Funds | \$150,126.49 | \$150,126.49 |

Moved by Commissioner Britton and supported by Commissioner Ludlow to approve paying the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**2025 Apportionment Report**

Equalization Director Ted Somers presented the 2025 Apportionment Report for review and approval.



Moved by Commissioner Bray and supported by Commissioner LaHaie to recommend approval of the 2025 Apportionment Report as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of the 2025 Apportionment Report and to authorize the Chairman of the Board and County Clerk to sign all pertaining documents as presented.**

### **COUNTY TREASURER MONTHLY REPORTS**

Treasurer Cindy Cebula presented the monthly financial reports for September 2025.

Moved by Commissioner Fournier and supported by Commissioner Britton to approve receiving and filing of the monthly Treasurer's Reports for September 2025 as presented. Motion carried.

### **ROAD COMMISSION MEMBER WAGES**

County Administrator Jesse Osmer presented a memo that will be sent to the Road Commission with a breakdown of salary and meeting payment changes for FY26 in regard to a 5 member board instead of a 3 member board. The per diems will be kept the same at \$30 and \$60, as well as mileage, dues, registrations, and travel. There is one correction on the memo on line 1, that should read \$2,700 annually and not monthly.

Moved by Commissioner Fournier and supported by Commissioner Bray to recommend approval of the Road Commission member wage memo as presented. Roll call vote was taken: AYES: Commissioners Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: Commissioner LaHaie. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of the Road Commission Salary and Per Diem Changes for FY2026 as presented.**

### **MGT IMPACT SOLUTIONS AGREEMENT**

Administrator Osmer presented MGT Impact Solutions renewal agreement. MGT conducts our allocation audit each year which breaks down what each department is spending in other departments or areas of the county. This report is required by the state. There is a slight increase in the agreement of \$250 for next year and a \$500 increase for years 2027, 2028, and 2029. Administrator Osmer inquired with other County Administrators and overwhelmingly, most other counties are using MGT and were satisfied with their services.

Moved by Commissioner Britton and supported by Commissioner Ludlow to recommend approval of the MGT Solutions Agreement as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #4: The Committee recommends approval of the MGT Solutions Agreement effective October 12, 2025, for services performed for fiscal years 2025 through 2029 in the amounts of \$9,000.00 for 2025; \$9,250.00 for 2026; and \$9,500.00 for years 2027, 2028, and 2029 as presented.**

### **FRONT LAWN SCULPTURE**

Administrator Osmer reported at the Intergovernmental Council Meeting he was approached by Tim Kuhnlein with Thunder Bay Arts Council about placing a commemorative sculpture on the lawn for the 250<sup>th</sup> birthday of the United States. The sculpture would most likely be an eagle and could go to the left of



the sidewalk where the tree is missing. Once the sculpture is drafted it would go before the Facilities Committee for review before coming to the Full Board.

Moved by Commissioner Fournier and supported by Commissioner Bray to recommend approval on moving forward with the process of a potential sculpture for the courthouse lawn as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #5: The Committee recommends approval to move forward with the process of a potential sculpture for the courthouse lawn provided by Thunder Bay Arts Council commemorating the 250<sup>th</sup> birthday of the United States. The design will be submitted to the Facilities Committee for review and approval before coming to the Full Board as presented.**

#### **EMERGENCY MANAGER POSITION**

Administrator Osmer reported a motion was made by Commissioner Konarzewski to bring the Emergency Management discussion back to this board. In the meantime, there was a meeting with Presque Isle County where Nic Modrzynski was chosen as the Emergency Manager candidate. Shortly thereafter, Presque Isle decided to back out. Should the board want to move forward with the hiring there is a budget adjustment request on this agenda in the amount of \$10,000 to get through the end of the year with a start date of November 3<sup>rd</sup>. The full amount has been budgeted for 2026 and we can still reach out to other counties for partnership in the meantime if interested.

Moved by Commissioner Fournier and supported by Commissioner Ludlow to approve the hire date of November 3<sup>rd</sup> for Nic Modrzynski as the full time Emergency Manager as presented. Roll call vote was taken: AYES: Commissioners Ludlow, Bray, Fournier, and Britton. NAYS: LaHaie and Kozlowski. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #6: The Committee recommends approval of the hire date of November 3, 2025, for Nic Modrzynski as the full time Emergency Manager for Alpena County as presented.**

#### **VISA CREDIT LIMIT INCREASES**

Administrator Osmer presented two memos with requests to increase the credit limits on the newly distributed credit cards each to \$5,000.00.

Moved by Commissioner Britton and supported by Commissioner Fournier to recommend approval to increase the credit limit of the new department HPC Visa limit for 911 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #7: The Committee recommends approval of the 911 Director's request to raise 911's new department HPC Visa credit card to a \$5,000.00 credit limit as presented.**

Moved by Commissioner Britton and supported by Commissioner Bray to recommend approval to increase the credit limit of the new department HPC Visa limit for the Airport as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #8: The Committee recommends approval of the Airport Manager's request to raise the Airport's new department HPC Visa card to a \$5,000.00 credit limit as presented.**



## **BUDGET ADJUSTMENTS**

1) Sheriff's Office – Undersheriff Cash Kroll had written a grant to the Community Foundation for \$5,000.00 for the inmate garden and was awarded \$2,500.00. Through grants, donations and partnerships the garden will not cost the county any money. The garden will have raised beds and will benefit inmates in the IGNITE Program as an educational opportunity.

Moved by Commissioner Fournier and supported by Commissioner Bray to recommend approval of the Undersheriff's budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #9: The Committee recommends approval of the Undersheriff's budget adjustment request to increase revenue line item 101-351-647-010 CFNEMI-Inmate Garden by \$2,500.00 and increase expense line item 101-351-933.001 Jail Veg Garden by \$2,500.00 as presented.**

2) 911 – 911 Director Kim Elkie reported when paperwork was submitted for approval of the project, the language was not provided to take the funds from the Ambulance Fund for the CAD integration. The \$5,340.00 covers the cost of the implementation and first year's subscription.

Moved by Commissioner LaHaie and supported by Commissioner Bray to recommend approval of the 911 Director's budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #10: The Committee recommends approval of the budget adjustment from the Ambulance & Emergency Services System Millage (210-000-390.000) to 911's budget line item 261-325-970.003 Ambulance Fund Expenditures in the amount of \$5,340.00 as presented.**

3) Emergency Management – Director Elkie reported that 911 has covered half of the repairs that were made to the vehicle and for Emergency Management to be able to pay the other half she is requesting \$910 be transferred from Support Hours from the Emergency Management budget to the vehicle maintenance line. This will have no impact on the General Fund.

Moved by Commissioner Bray and supported by Commissioner Fournier to recommend approval of the Emergency Management budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #8: The Committee recommends approval of the budget adjustment of \$910 from 101-426-704.000 Support Hours to 101-426-934.000 Vehicle Maintenance to cover 50% of the previously approved repairs, with 911 covering the other 50%, as presented.**

4) Maintenance – Administrator Osmer presented a maintenance budget adjustment to pay for the parking lot work at the Annex. IT has a project they are not yet finishing, and those funds were planned to be used on this project.

Moved by Commissioner Fournier and supported by Commissioner Ludlow to recommend approval of the Maintenance budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.



**ACTION ITEM #9: The Committee recommends approval of the budget adjustment to transfer \$50,100.00 from line item 402-234-995.265 to line item 631-265-975.071 and pay C&C Excavating Invoice #191 in the amount of \$50,065.00 for parking lot work performed at the Annex Building as presented.**

5) Budget Use of Funds – Administrator Osmer reported this motion has already been approved by the board, but did not include the word “transfer”.

Moved by Commissioner Fournier and supported by Commissioner Britton to recommend approval of the budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #10: The Committee recommends approval to complete the transfer of the previously approved budget adjustment as follows:**

**Increase line item 101-301-702.002 by \$25,000.00**  
**Increase line item 101-351-702.008 by \$25,000.00**  
**Increase line item 402-234-699.000 by \$50,000.00**  
**Increase line item 677-271-699.000 by \$100,000.00**

6) Emergency Management – Administrator Osmer presented a budget adjustment request to move \$10,000.00 into the EM Director’s budget. The money will be taken from two Commissioners line items that have an overage with no meetings or events happening between now and the end of the year.

Moved by Commissioner Fournier and supported by Commissioner Britton to recommend approval of the budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

**ACTION ITEM #11: The Committee recommends approval of the following budget adjustment request for the Emergency Manager position:**

**Increase line item 101-426-703.000 EM Director by \$10,000.00**  
**Decrease line item 101-101-725.000 Committee Meetings by \$5,000.00**  
**Decrease line item 101-101-955.001 Registrations by \$5,000.00**

#### **MOTION TO RISE & REPORT**

Moved by Commissioner LaHaie and supported by Commissioner Fournier to rise and report. Motion carried.

#### **CONSENT CALENDAR**

Board Chairman John Kozlowski presented the consent calendar for board approval:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – September 23, 2025 (\*Minutes only)**
- B) **Personnel Committee Meeting Minutes – September 2, 2025**



ACTION ITEM #PC-1: The Committee recommends approval of the Airport Manager's request to not fill the Assistant Airport Manager position but fill a full-time secretarial position instead at 40 hours per work week with a base salary of \$35,000 as presented.

ACTION ITEM #PC-2: The Committee recommends approval to revert to the previous way of accruing earned sick time and include part-time employees to also qualify to accrue earned sick time as presented.

ACTION ITEM #PC-3: The Committee recommends approval of the payroll adjustments as presented.

Moved by Commissioner Bray and supported by Commissioner Ludlow to approve the Consent Calendar as listed above and filing of all reports as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski and Kozlowski. NAYS: None. Motion carried.

### **AIRPORT COMMITTEE MEETINGS TO FACILITIES**

Chair Kozlowski reported the Airport Committee was formed again so the commissioners could receive regular updates. Since the beginning of this year things have been going smoothly at the airport and we are now at a point where the airport meetings can go back to the Facilities meetings beginning in November of this year.

### **POLL VOTE – HEALTH BENEFITS**

Chair Kozlowski presented the following poll vote as informational:

#### **POLL VOTE ACTION ITEM #1: Recommendation to approve the following:**

**Opening up the HMO-500 as an option to all staff for FY26 and the county will absorb the premium increases; HSA will be offered as follows: 1) The county will absorb the premium increases; 2) The county will offer the following seed money: \$2,000 for family, \$1,500 for double, and \$1,000 for single. If employed on or before June 30, 2025, it will be paid in a lump sum in January 2026. If employed on or after July 1, 2025, payments will be prorated monthly beginning in January 2026. The county will match up to the following: Family at \$3,000, double at \$2,000, and single at \$1,000.**

Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Konarzewski. NAYS: Commissioner Kozlowski. Motion carried.

### **PARKS ORDINANCE**

Commissioner Bray presented an updated Parks Ordinance for review and approval. There were a few grammatical errors found throughout the ordinance and Commissioner Bray will get those corrections made.

Moved by Commissioner Ludlow and supported by Commissioner Bray to approve the updated Parks Ordinance with the errors corrected as presented. Motion carried.

### **ROAD COMMISSION APPOINTMENT**

Chuck Hein will go to the Clerk's Office after the meeting to be sworn in effective January 1, 2026.

### **PUBLIC COMMENT**

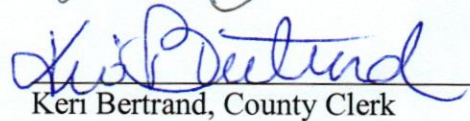
Director Elkie thanked the board for their vote for the Emergency Manager position. She feels confident that her and Nic will work well together and make both programs the best that the citizens deserve.

### **CLOSED SESSION**

The Board went into closed session at 10:15 a.m. for personnel and contract matters and opened session at 12:01 p.m. Roll call was taken. All members present except Commissioners Peterson and Konarzewski, excused.

### **ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to adjourn the meeting. Motion carried. The meeting was adjourned at 12:02 p.m.

  
\_\_\_\_\_  
John Kozlowski, Board Chairman  
\_\_\_\_\_  
Keri Bertrand, County Clerk

kvm