

**FINANCE WAYS & MEANS COMMITTEE**  
**DRAFT - MEETING MINUTES**  
Tuesday, July 11, 2023 – 9:30 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Bill Peterson, Chair  
Burt Francisco, Vice Chair  
William LaHaie  
Jesse Osmer  
Robin Lalonde (Excused)  
Brenda Fournier  
Travis Konarzewski  
John Kozlowski

Others Present: Mary Catherine Hannah, County Administrator  
Kim MacArthur, County Board Assistant  
Keri Bertrand, County Clerk  
Kim Ludlow, County Treasurer  
Wes Wilder, County Maintenance Superintendent (zoom)  
Ted Somers, Equalization Department  
Steve Schulwitz, The Alpena News  
Lt. Sharp, HUNT  
Sheriff Erik Smith  
Bob Adrian  
Jennifer Mathis, County HR Specialist (zoom)  
Phil Heimerl, True North Radio (zoom)  
Michelle McGirr, Deputy Clerk (zoom)  
Christie Williams, Deputy Clerk (zoom)  
Catherine Murphy, Register of Deeds (zoom)  
Cindy Cebula, Chief Deputy Treasurer (zoom)  
Steve Smigelski, Airport Manager (zoom)  
Kim Elkie, 911-EM Director  
Al Rapson, 911-EM Assistant Director  
Gerald Fournier, Drain Commissioner  
Janelle Mott, Juvenile Officer (zoom)

**CALL TO ORDER**

Finance Chair Burt Francisco called the meeting to order at 9:30 a.m.

**ROLL CALL**

Roll call vote was taken: All committee members present except Robin Lalonde, excused.

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

**ADOPT AGENDA**

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve the agenda with the addition of the HUNT Byrne Justice Assistance Grant as presented. Motion carried.

**BILLS TO PAY**

County Clerk Keri Bertrand presented the bills to pay.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$298,281.29	\$298,281.29

Commissioner Kozlowski inquired about two charges from the Commissioner's Office Visa. Administrator Hannah reported those two charges were for Parks and are coded to Sunken Lake Park. In the future when transitioning to the new credit card system, Parks will be able to charge with their own card.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve to pay the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski and Francisco. NAYS: Commissioner Kozlowski. Commissioner Lalonde, excused. Motion carried.

INFORMATION ITEM: Commissioner Fournier reported she attended a Parks and Recreation meeting and discussion was made on funding for the Long Lake Boat Launch Project. They are short on funding, and she would like to recommend using ARPA funds to help get the project done. Bob Adrian reported they would use the money to help match the grant and if any unforeseen costs come up this money will be there if needed. There are currently no ARPA funds budgeted for this project.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners Osmer, Peterson, Fournier, Konarzewski, Kozlowski, LaHaie, and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #2: The Committee recommends approval to use ARPA Funds up to \$50,000 to cover the contingency and matching funds for the Long Lake Park Boat Launch Project to take full advantage of DNR matching grants.**

INFORMATION ITEM: Sheriff Erik Smith presented the Presque Isle Electric Communities First Fund Grant Application for approval on behalf of Undersheriff Cash Kroll. Undersheriff Kroll has been attending meetings regarding training on preparing for school violence. There was a financial limitation to the schools, and they were unable to move forward with this training. Undersheriff Kroll feels it would be very beneficial and found grant funding with no County match.

Moved by Commissioner Osmer and supported by Commissioner Peterson to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners Peterson, Fournier, Konarzewski, Kozlowski, LaHaie, Osmer, and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of the Presque Isle Electric Communities First Fund Application in the amount of \$6,000 for the identifying and intercepting School Violence through Cyber-Investigations with no County match. Total project cost is \$8,500 with pending Exchange Club of Alpena \$1,500 funding and pending Alpena Public Schools \$1,000 funding as presented. This has Grant Review Committee approval.**

INFORMATION ITEM: Dt/Lt. Stuart Sharp, HUNT, presented the 2024 HUNT Byrne Jag Grant Renewal Application for approval. This grant would be utilized for administrative assistance and vehicles for the non-state police members.

Moved by Commissioner Peterson and supported by Commissioner Konarzewski to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners Fournier, Konarzewski, Kozlowski, LaHaie, Osmer, Peterson and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #4: The Committee recommends approval of the 2024 HUNT Byrne Jag Grant Renewal Application in the amount of \$99,377.00 with no County match and authorize the Chairman of the Board to sign all pertaining documentation as presented. This has Grant Review Committee approval.**

INFORMATION ITEM: Finance Chair Burt Francisco, on behalf of Referee Kim Schultz, presented the Community Impact Grant for the Juvenile Division for approval.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners Konarzewski, Kozlowski, LaHaie, Osmer, Peterson, Fournier and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #5: The Committee recommends approval of the Juvenile Division to apply for the Community Impact Grant from the Community Foundation of Northeast Michigan in the amount of \$5,000 for a self-defense, anti-violence program. The deadline to apply is July 15, 2023. This has been sent for Grant Review Committee approval.**

## **COUNTY TREASURER**

Treasurer Kim Ludlow presented the monthly report for June 2023. The budget should be at 49.59%. Revenues are at 31.55% and Expenditures are at 51.12%. Moved by Commissioner Fournier and supported by Commissioner Osmer to approve receiving and filing of the monthly Treasurer's Report for June 2023 as presented. Motion carried.

Treasurer Ludlow presented the Second Quarter Budget Adjustments for approval.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners Kozlowski, LaHaie, Osmer, Peterson, Fournier, Konarzewski and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #7: The Committee recommends approval of the Second Quarter Budget Adjustments for 2023 as presented.**

Treasurer Ludlow presented a request to increase the appropriation to the Indigent Defense Fund.

Moved by Commissioner LaHaie and supported by Commissioner Konarzewski to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners, LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #8: The Committee recommends approval to increase the appropriation to the Indigent Defense Fund by \$100,000.00 for the Deficit Elimination Plan as presented.**

**COUNTY ADMINISTRATOR**

Administrator Hannah presented discussion on the recommendation from the Pool Work Group for the RFP for conceptual design services at the APlex for a pool. She had forwarded the Commissioners a confirmation letter from the Besser Foundation regarding their donation along with a note from the Michigan Sports Commission. An updated spreadsheet on funding was sent to them as well. If the County is willing to contribute \$3,250, they will have all the necessary funds for the design service. Based on other community donors and individuals that may still donate, this amount could be reduced as well as the \$20,000 that was asked for from the Youth and Recreation Committee. Administrator Hannah spoke with Alpena Public Schools Superintendent Dave Rabbideau and because of restrictions for school funding, they are unable to contribute funding in the pool design phase as it does not have a direct impact on the schools. Construction would have an impact on the schools so if there is a construction phase, he felt that they would be able to contribute.

Moved by Commissioner Konarzewski and supported by Commissioner Peterson to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners Peterson, Konarzewski, LaHaie and Francisco. NAYS: Osmer, Fournier, Kozlowski. Commissioner Lalonde, excused. Motion carried.

**ACTION ITEM #9: The Committee recommends approval for the award of the RFP for Conceptual Design Services to C2ae and for a County contribution of \$3,250 to take advantage of all matching funds of partner organization to cover fees as presented.**

INFORMATION ITEM: Chair Francisco presented the request to transfer \$1.5 million from the Delinquent Tax Revolving Fund to the Airport MDOT Runway Project Fund 482. The \$1.5 million will be transferred back to the Delinquent Tax Revolving Fund when the grant reimbursements have been completed.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below as presented. Commissioner Konarzewski requested to be recused from the vote due to conflict of interest. Motion was made by Commissioner Peterson and supported by Commissioner LaHaie to allow Commissioner Konarzewski to recuse himself from the vote due to conflict of interest. Motion carried. Commissioner Kozlowski also reported due to conflict of interest it has been worked out that he will no longer be signing any invoices that come through. Roll call vote was taken: AYES: Commissioners, Peterson, Fournier, Kozlowski, LaHaie, Osmer and Francisco. NAYS: None. Commissioner Lalonde, excused. Motion carried.

**BUDGET ADJUSTMENTS**

Adjustments for review and approval:

1. Pay Michigan Townships Association County Membership Dues

**ACTION ITEM #1: The Committee recommends approval to increase the 2023 budgeted line item #101-704-955.004 by \$1,880 to pay the Membership Dues (July 1, 2023 to June 30, 2024) in the amount of \$2,500 and to authorize the Treasurer to make the necessary adjustments as presented.**

## 2. Transfer Request – Sheriff’s Office

**ACTION ITEM #2: The Committee recommends approval to authorize the Treasurer to increase the 2023 budgeted line item #101-301-803.001 Deputy Training by \$1,000 for the refund received for Deputy Training as presented.**

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

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

Moved by Commissioner LaHaie and supported by Commissioner Konarzewski to rise and report. Motion carried. The committee meeting closed at 10:21 a.m.

### **FINANCE WAYS & MEANS RECOMMENDATIONS**

Board Chairman Bill Peterson presented the Action Items from the Finance Ways & Means Committee for board approval. Moved by Commissioner Fournier and supported by Commissioner Francisco to approve all the Action Items from the Finance Ways & Means Committee meeting as recommended. Roll call vote was taken: AYES: Commissioners Konarzewski, Kozlowski, LaHaie, Osmer, Fournier, Francisco and Peterson. NAYS: None. Commissioner Lalonde, excused. Motion carried.

### **CONSENT CALENDAR**

Board Chairman Bill Peterson presented the Consent Calendar for approval.

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – June 27, 2023 (\*Minutes only)**
- B) **Personnel Committee Meeting Minutes – July 6, 2023**

Moved by Commissioner Kozlowski and supported by Commissioner LaHaie to approve the Consent Calendar which includes actions as listed above and filing of all reports as presented. Roll call vote was taken: AYES: Commissioners Kozlowski, LaHaie, Osmer, Fournier, Francisco, Konarzewski and Peterson. NAYS: None. Commissioner Lalonde, excused. Motion carried.

### **BEAVER LAKE DAM & LONG LAKE DAM UPDATES**

Drain Commissioner Gerald Fournier provided updates and photos on the dams at Beaver Lake and Long Lake. The Beaver Lake Dam will have steps and a handrail installed for safety. The weeds are becoming an issue at that dam as well.

The Long Lake Association installed a new gate at the Long Lake Dam. Gerald inspects the work done and the state inspects every 3 years.

Commissioner Osmer recommended looking into grant funding if the weeds at Beaver Lake are invasive. Administrator Hannah will reach out Huron Pines and work with the Drain Commissioner to see if there is an opportunity to address the issue.

## **PUBLIC COMMENT**

None.

Administrator Hannah gave a quick update on the runway at the Airport. There have been issues with delays on the runway but they hope to reopen the 725 Runway on July 22<sup>nd</sup> and the 119 Runway on August 1<sup>st</sup>.

**\*Next Finance Ways & Means Committee Meeting: Tuesday, August 8, 2023, at 9:30 a.m. in the Howard Male Conference Room/Zoom Room**

## **ADJOURNMENT**

Moved by Commissioner Osmer and supported by Commissioner Kozlowski to adjourn the meeting. Motion carried. The meeting adjourned at 10:37 a.m.

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Bill Peterson, Board Chairman

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Keri Bertrand, County Clerk

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