

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
DRAFT Full Board Meeting Minutes
Thursday, April 26, 2022 – 1:00 p.m.
Howard Male Conference Room/Zoom Room**

The Alpena County Board of Commissioners met and was called to order by Chairman Robert Adrian in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Thursday, April 26, 2022 at 1:00 p.m.

PRAYER

Prayer was offered by Pastor Jim Erickson of Immanuel Lutheran Church.

PLEDGE OF ALLEGIANCE

Board Chairman Adrian called for the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Roll was called with the following Commissioners present: Don Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Commissioner Bill Peterson, District 4; Commissioner Brenda Fournier, District #5; Commissioner Kevin Osbourne, District 6; Marty Thomson, District #7; and John Kozlowski, District #8.

LETTER OF RECOGNITION

Chairman Adrian read aloud and presented a Letter of Recognition to Former Emergency Manager Mark Hall, which included a summary of his employment with the County of Alpena. He was thanked for his service to the County and to this board for his hard work and dedication. Mark thanked the board for their acknowledgement and expressed his gratitude for serving the citizens of Alpena County.

AGENDA

Moved by Commissioner Fournier and supported by Commissioner Gilmet to adopt the agenda with the addition of Dennis Schultz presenting to the board. Motion carried.

CORRESPONDENCE

Motion made by Commissioner Gilmet and supported by Commissioner Thomson to approve correspondence received and filed. Motion carried.

PUBLIC COMMENT

Stan Mischley, Alpena County Recycling Manager, presented the upcoming County Wide Clean-up Day Saturday May 7th at the Alpena County Fairgrounds and the area wide Electronics Day in June.

Commissioner Peterson thanked Sheriff Kieliszewski for his 35 years of service to Alpena County and congratulated Sheriff on his upcoming retirement May 20, 2022.

CONSENT CALENDAR

A) **Finance Ways & Means Committee** – April 12, 2022

B) **Facilities, Capital & Strategic Planning Committee** – April 13, 2022

ACTION ITEM #FCSPC-1: The Committee recommends approval of expenses incurred for work for an overhang for the back door on the new jail building to help with snow/ice issues in the winter and authorize the County Maintenance Superintendent up to \$900 for expenses to come out of the Jail Levy Fund and labor to be done by the County Maintenance Department as presented.

C) **Personnel Committee** – April 19, 2022

ACTION ITEM #PC-1: The Committee recommends approval of new hire District Court Administrator salary starting wage at \$52,132.

ACTION ITEM #PC-2: The Committee recommends approval to hire a part-time Assistant 911 Director/Emergency Manager at \$20 per hour at 20 hours per week with no benefits.

Removed from consent calendar.

ACTION ITEM #PC-3: The Committee recommends approval to appoint Kim Elkie as full-time Emergency Manager recombining position with 911 Director.

D) **Courts & Public Safety Committee** – April 21, 2022

ACTION ITEM #CPSC-1: The committee recommends approval of a used 2018 ambulance in the amount of \$142,000 plus an additional \$10,000 to equip as presented; originally budgeted at \$200,000.

Removed from consent calendar.

ACTION ITEM #CPSC-2: The Committee recommends approval of the FY23 MIDC Grant Application (10.01.22/09.30.23) in the amount of \$774,867.98 with a County match of \$164,640.01 and authorize the Board Chairman or County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

ACTION ITEM #CPSC-3: The committee recommends approval of the purchase of a signal booster for Alpena Township Fire Station in the amount of \$295 monies to come from the 911 fund line item #261-325-970.003.

ACTION ITEM #CPSC-4: The committee recommends approval of a budget adjustment for overpayment of ARPA Supplemental Funds in the amount of \$2,394.73 with monies to come from line item #101-426-528 and authorize the Treasurer to make the necessary budget adjustments to pay invoice #551-596921 in the amount of \$2,394.73 as presented.

Moved by Commissioner Thomson and supported by Commissioner Gilmet to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: Commissioner Kozlowski. Motion carried.

ACTION ITEM #PC-2 HIRE A PART-TIME ASSISTANT 911 DIRECTOR/EM

Motion made by Commissioner Osbourne and supported by Commissioner Gilmet to send to Finance Committee for recommendation. Motion carried.

ACTION ITEM #CPSC-1 2018 AMBULANCE

Motion made by Commissioner Osbourne and supported by Commissioner Gilmet to recommend approval of a budget transfer of \$152,000 from the Ambulance Fund to line item #210-651-972.000 (Equipment/City Contract) to purchase a 2018 ambulance and authorize Treasurer to make necessary budget adjustment. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski, Gilmet and Adrian. NAYS: None. Motion carried.

MICHIGAN WORKS! NORTHEAST CONSORTIUM UPDATE

Marisue Moreau, Director of Michigan Works, presented an update on Michigan Works! Northeast Consortium. She reported that Michigan Works is open to the public and they offer many services with job related opportunities. Marisue reported that they also have a program, MI Career Quest, to help youth in finding job opportunities and careers.

UP NORTH PREVENTION

Chet Spencer, Up North Prevention Specialist, presented the need for awareness in the community and in area schools to educate kids about the harm with vaping, alcohol, marijuana, and other drugs.

Larry LaCross, Clinical Support with Catholic Human Services, presented the need on treating the opioid epidemic and that there is a new initiative, Hope Not Handcuffs, that connects someone with an advocate that can help them get treatment.

NATIONAL ELECTION SYSTEM

Dennis Schultz of Alpena presented to the board his concerns of the national elections system.

SEALED BID RECOMMENDATION FOR CASES OF PAPER

Steve Mousseau, IT Director, presented the recommendation to approve the bid from Image Printing for 190 case of copy paper in the amount of \$7,778.60, pending if shipping costs are included in cost. Moved by Commissioner Karschnick and supported by Commissioner Gilmet to approve the below action item. Roll call vote was taken: AYES: Commissioners Peterson, Fournier, Osbourne, Thomson, Kozlowski, Gilmet, Karschnick and Adrian. NAYS: None. Motion carried.

ACTION ITEM #4: Recommend approval of IT Director's bid recommendation from Image Printing for 190 cases of copy paper in the amount of \$7,778.60 with monies to come from line item #101.288.727.000 and if shipping and handling is not included, authorize IT Director to purchase from next lowest bid as presented.

GRANITE PHONE AND FAX SERVICES

Steve Mousseau, IT Director, presented the recommendation to partner with Granite phone & fax service and we currently use Frontier. Steve informed the board that Granite will pay the early

termination fee. Moved by Commissioner Thomson and supported by Commissioner Peterson to approve the below action item. Roll call vote was taken: AYES: Commissioners Fournier, Osbourne, Thomson, Kozlowski, Gilmet, Karschnick, Peterson and Adrian. NAYS: None. Motion carried.

ACTION ITEM #3: Recommend approval of IT Director's recommendation to partner with Granite for phone and fax services replacing current contract with Frontier and with Granite paying early termination fees of about \$1,200 with a three-year agreement as presented.

2022 EQUALIZATION REPORT AND RESOLUTION #22-10

Ted Somers, Equalization Director, presented to the board the 2022 Equalization Report and Resolution #22-10 for approval.

**RESOLUTION #22-10
TO ADOPT THE 2022 COUNTY EQUALIZATION REPORT
AS SUBMITTED**

Dated: April 26, 2022

THE HONORABLE BOARD OF COMMISSIONERS:

RESOLUTION IMPOSING 2022 SUMMER PROPERTY TAX LEVY PURSUANT TO PUBLIC ACT 357 OF 2004 AND NOTICE OF CERTIFICATION OF COUNTY ALLOCATED TAX LEVY.

WHEREAS, Alpena County is authorized under the General Property Tax Act, Public Act 206 of 1893, as amended to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004, being MCL 211.44a, to require all Michigan Counties to impose a summer tax levy.

BE IT FURTHER RESOLVED that pursuant to Public Act 357 of 2004, the Alpena County allocated tax shall be levied and collected on July 1, 2022, allocated after application of the "Headlee" millage reduction fraction, of 4.7763 mills for summer tax levy.

BE IT FURTHER RESOLVED, that the Treasurer of each City and Township in Alpena County is directed to account for and deliver the County allocated tax collections for 2022 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED that this Resolution constitutes certification of the levy of County allocated tax on July 1, 2022, allocated after application of the "Headlee" millage reduction fraction, of 4.7763 mills for summer.

NOW, THEREFORE, BE IT RESOLVED that the total 2022 millage rate for July 1st, 2022 for Alpena County of 4.7763 is hereby adopted; and

BE IT FURTHER RESOLVED that the 2022 Alpena County July levy shall be as follows:

Totals: 4.7763

BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this resolution by first-class mail to the Treasurer of each City and Township in Alpena County, and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk be authorized to sign the form L-4029 2022 Tax Rate Request with the above mentioned millages, and

WHEREAS, The County Revenue will be reduced due to the State distribution to Alpena County of the Convention Facility and Health and Safety Facility payment, and

NOW THEREFORE BE IT HEREBY RESOLVED, that this Resolution be adopted by the Alpena County Board of Commissioners, at the regular meeting on April 26, 2022.

Moved by Commissioner Fournier and supported by Commissioner Gilmet to adopt Resolution #22-10 as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski, and Adrain. NAYS: None. Motion carried.

TAX RATE REQUEST FORM L-4029

Equalization Director Somers presented the tax rate request form L-4029 for approval. Motion was made by Commissioner Karschnick and supported by Commissioner Thomson to approve the Tax Rate Request Form L-4029 as presented. Roll call vote was taken. AYES: Commissioners Thomson, Kozlowski, Gilmet, Karschnick, Peterson, Fournier, Osbourne, and Adrian. NAYS: None. Motion carried.

BILLS TO PAY

Clerk Keri Bertrand presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$38,509.42	\$38,509.42

Moved by Commissioner Karschnick and supported by Commissioner Osbourne to pay all bills as submitted. Roll call vote was taken: AYES: Commissioners Kozlowski, Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, and Adrian. NAYS: None. Motion carried.

REPORTS OF REGULAR COMMITTEES

Facilities, Capital & Strategic Planning Committee Update – Chair Don Gilmet reported the committee met and discussed the following: 1) Courthouse & Annex Roof Replacements out for Bids; 2) Working on a disposition of the jail; and 3) Boys and Girls Club building discussion.

Courts & Public Safety Committee Update – Chair Kevin Osbourne reported the committee met and discussed the following: 1) Approval of new ambulance; and 2) Changes in the Court Administration Department for Montmorency County.

Personnel Committee Update – Chair Marty Thomson reported the committee met on and discussed the following: 1) Acceptance of District Court Administrator’s salary. 2) Appointing Kim Elkie as full-time Emergency Manager; and 3) Approval of a part-time Assistant Director.

APPOINTMENT TO PLANNING COMMISSION

Chair Robert Adrian presented the recommendation to approve the Chairman of the Board’s appointment of Earl Martin to the Planning Commission – Citizen at Large. Moved by Commissioner Gilmet and supported by Commissioner Fournier to approve the Chairman’s recommendation of appointment of Earl Martin to the Planning Commission Citizen at Large as presented. Motion carried.

CLOSED SESSION

Moved by Commissioner Fournier and supported by Commissioner Gilmet to go into Closed Session for Litigation updates. Motion carried. Closed Session at 2:21 p.m. and Opened Session at 2:53 p.m.

ROLL CALL

Roll was called with the following Commissioners present: Don Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Commissioner Bill Peterson, District 4; Commissioner Brenda Fournier, District #5; Commissioner Kevin Osbourne, District 6; Marty Thomson, District #7; and John Kozlowski, District #8.

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Karschnick to adjourn. Motion carried. The meeting adjourned at 2:54 p.m.

Robert Adrian, Chairman of the Board

Keri Bertrand, County Clerk

kvm