

FINANCE WAYS & MEANS COMMITTEE  
MEETING MINUTES  
Tuesday, April 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  
Brenda Fournier  
Travis Konarzewski  
John Kozlowski

Others Present: Mary Catherine Hannah, County Administrator  
Lynn Bunting, County Board Assistant  
Keri Bertrand, County Clerk  
Kim Ludlow, County Treasurer  
Sgt. JP Ritter, Sheriff's Office  
Wes Wilder, County Maintenance Superintendent  
Ted Somers, Equalization Department  
Steve Schulwitz, The Alpena News  
Mayor Matt Waligora  
Sheriff Erik Smith  
Ken Lobert, Ossineke Township Supervisor  
Anne Gentry, Alpena DDA Director  
Kim Elkie, 911/EM Director  
Cynthia Muszynski, Prosecutor  
Jennifer Mathis, County HR Specialist (zoom)  
Phil Heimerl, True North Radio (zoom)  
Amanda Repke, Deputy Treasurer (zoom)  
Dan Perge, Veterans Affairs Counselor (zoom)  
Michelle McGirr, Deputy Clerk (zoom)  
Kim Schultz, Family Division Referee (zoom)  
Kim MacArthur, County Board Assistant (zoom)  
Christie Williams, Deputy Clerk (zoom)  
Catherine Murphy, Register of Deeds (zoom)

Board Chairman Bill Peterson asked for a moment of silence for Commissioner Dave Karschnick who passed away last night. Chair Peterson asked for flags to be flown half mast until after the funeral.

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.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ADOPT AGENDA

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve the agenda with the following changes: 1) Public Comment moved from end of Agenda to after adoption of Agenda, and 2) Item #3 under County Administrator – Sheriff & Undersheriff MERS Retirement move to after Action #8 (Services Agreements with Target Alpena and Alpena DDA, and before Treasurer’s Report. Motion carried.

PUBLIC COMMENT

Alpena City Mayor Matt Waligora presented the City of Alpena’s Statement of Formal Objection to and appeal of the Resolution to Adopt the 2023 County Equalization Report as the city does not feel that the increase in value to the Industrial Class properties in the city reflects the true market values for that class. Mayor Waligora reported that the city will work towards finding a solution to resolve.

Anne Gentry, Alpena DDA Director, thanked the Economic Development Adhoc Committee for working with the DDA on an agreement to work towards the boundary expansion in the city.

**BILLS TO PAY**

County Clerk Keri Bertrand presented the bills to pay.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$ 91,806.41	\$ 91,806.41

Moved by Commissioner LaHaie and supported by Commissioner Fournier to pay all bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

INFORMATION ITEM: Sgt. JP Ritter, Sheriff’s Office, presented the ORV Purchase request to the board for approval reporting that he obtained three quotes with the cost of \$24,000 covered by the state grant and the balance of \$266.54 covered in their 2023 budget. Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval to purchase a 2023 Polaris Ranger side by side for the Sheriff’s Office in the amount of \$24,266.54 from County Wide Power Sports with \$24,000 to come out of line item #101-306-977.001 ORV Equipment Purchase and \$266.54 to come out of line item #101-301-934.000 Vehicle Maintenance. The Sheriff’s Office obtained two quotes (attached) and \$24,000 from the MDNR ORV Vehicle Enforcement Grant.**

INFORMATION ITEM: Sgt. Ritter presented the FY23 Stonegarden Grant Renewal Application for approval. Moved by Commissioner Fournier and supported by Commissioner Osmer to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of the MSP Border Patrol FY23 Operation Stonegarden Grant Renewal Application for the Sheriff's Office in the amount of \$113,534 with no County match. This has been sent to the Grant Review Committee for approval.**

INFORMATION ITEM: Sgt. Ritter presented the request to purchase two SHOX boat seats and is fully funded by the Stonegarden Grant. Moved by Commissioner Fournier and supported by Commissioner Konarzewski to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #4: The Committee recommends approval of two new SHOX boat seats for the Sheriff's Office in the total amount of \$11,505.40 (\$5,402.70 plus \$700 shipping fee) from Johnson Hicks Marine with funds to come from the FY21 Operation Stonegarden Grant budgeted expense line item #101-312-977.006. The Sheriff's Office obtained two quotes and recommended purchasing the two new boat seats from Johnson Hicks Marine.**

INFORMATION ITEM: Finance Chair Burt Francisco presented the payment request for the Airport's Primary Airport Services Invoice. Moved by Commissioner Fournier and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #5: The Committee recommends approval of the Primary Airport Services Invoice #1132-05 payment request in the amount of \$59.95 to be paid from the PFC Charges Reserve line item #295-000-383.000 and expense from line item #295-595-805.000 as presented.**

INFORMATION ITEM: Ted Somers, Equalization Director, presented the 2023 Equalization Report and Resolution #23-09 for approval and explained the process to the board.

**RESOLUTION TO ADOPT THE 2023 COUNTY EQUALIZATION REPORT AS SUBMITTED:**

WHEREAS, the Equalization Department has examined the assessment rolls of the 8 Townships and 1 City within Alpena County to determine whether the real and personal property in the respective Townships and City has been equally and uniformly assessed; and

WHEREAS, based on this examination and studies it conducted, the Equalization Department has prepared and presented to the County Board of Commissioners the attached 2023 Equalization Report; and

WHEREAS, said Equalization Report presents recommended County equalized valuations for each of the 8 Townships and 1 City within the County; and

WHEREAS, the recommended County equalized valuations were determined by adding to or deducting from the assessed valuations of taxable property in the 8 Townships and 1 City within the County an amount which represents true cash value.

NOW, THEREFORE BE IT RESOLVED, that the Alpena County Board of Commissioners accepts and adopts the recommended County equalized valuations presented in the 2023 Equalization Report prepared by the Alpena County Equalization Department for a total 2023 equalized valuation of real and personal property of \$1,444,356,346 with the breakdown of equalized valuation by property classification as follows:

Agricultural Real Property	\$107,531,800
Commercial Real Property	\$142,739,400
Industrial Real Property	\$50,749,485
Residential Real Property	\$1,065,892,600
Timber Cut-over Real Property	\$0
Developmental Real Property	\$0
Total Real Property	<u>\$1,366,913,285</u>
Total Personal Property	<u>\$77,443,061</u>
Total Real and Personal Property	<u>\$1,444,356,346</u>

BE IT FURTHER RESOLVED, that the Alpena County Board Chairperson and the County Clerk are authorized to sign the report; further, that the County Equalization Director is authorized to represent Alpena County at both preliminary and final State Equalization sessions, if deemed necessary.

Moved by Commissioner Kozlowski and supported by Commissioner Konarzewski to approve the 2023 Equalization Report and above Resolution #23-09 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**COUNTY ADMINISTRATOR**

Administrator Mary Catherine Hannah presented the Resolution to increase the Recycling Surcharge as an informational item and for discussion. Administrator Hannah reported that the

new authority, Northeast Michigan Materials Management Authority, manages the local recycling facility and is required by the state to follow the statute not to exceed \$25 recycling surcharge per household. Administrator Hannah reported that the state passed the law materials management with the County required to have a plan and if not done the state will come in and do the plan to meet the statute requirement. Interlocal Agreements with the City and Townships in Alpena County are required to be passed and brought to the County before a Resolution can be passed by the board to increase the surcharge. Administrator Hannah informed the board that the new facility will be able to process materials for surrounding communities to utilize and the revenue will help the facility and the County as the biggest cost is transportation to Emmet County to process materials currently. Discussion and concern shared amongst the Commissioners on increase being only Alpena County taxpayers and recommend to also be other County and communities sharing in this increase. Treasurer Ludlow reported on surcharge funds through the years with the most recent increase in 2018 with a Resolution passed at that time.

Administrator Hannah presented the request to transfer funds from the ARPA (American Rescue Plans Act) Fund to Northeast Michigan Materials Management Authority (NMMMA) reporting that the board passed a \$500,000 match towards the construction and development of the new MRFF Facility and the NMMMA would like to use \$100,000 of that contribution to put towards a match of the Federal Grant Allocation. Moved by Commissioner Kozlowski and supported by Commissioner Osmer to recommend the action item below. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #7: The Committee recommends approval to move \$150,000 from the ARPA Fund line item #214-209-963.001 and send to NMMMA (Northeast Michigan Materials Management Authority) as the County match for federally directed spending. This will be for engineering services for the Recycling Facility project with Huron Engineering.**

Administrator Hannah presented the recommendation from the Economic Development Adhoc Committee to review and discuss the Service Agreements with Target Alpena and the Alpena Downtown Development Authority for approval reporting the committee recommended slight changes in the agreement and this will be discussed with Target and the DDA after the board reviews. Discussion on the need for Target Alpena and the DDA marketing Alpena County with examples of marketing the Airport Lots, tenants for the District Health Department, and others in Alpena County. Discussion on whether to start the agreements in 2023 or 2024 and recommendation to table and discuss further at the next Economic Development Adhoc Committee meeting. Moved by Commissioner Konarzewski and supported by Commissioner LaHaie to table and the Economic Development Adhoc Committee meet with Target Alpena and the DDA to define the agreements and bring recommendation to the Full Board. Motion carried. Chair Travis Konarzewski of the Economic Development Adhoc Committee recommended to hold a meeting following the Facility meeting on April 19, 2023 at 10:30 am in the Howard Male Conference Room and to invite Mike Mahler of Target Alpena and Anne Gentry of the Downtown Development Authority to discuss the agreements and bring back a recommendation to the board for approval.

Administrator Hannah presented the request to move the MERS Retirement Plan category for the Sheriff and Undersheriff from B3 to B4 with no additional cost to the County. Moved by

Commissioner Peterson and supported by Commissioner Fournier to approve the request to move the Sheriff and Undersheriff MERS Retirement Plan Category from B3 to B4 with no additional cost to the County. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

### **COUNTY TREASURER**

Treasurer Kim Ludlow presented the monthly report for March 2023. The budget should be at 24.66%. Revenues are at 16.82% and Expenditures are at 26.75%. Moved by Commissioner Osmer and supported by Commissioner Fournier to approve receiving and filing of the monthly Treasurer's Report for March 2023 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

Treasurer Ludlow presented the first quarter budget adjustment for approval. Moved by Commissioner Peterson and supported by Commissioner Kozlowski to recommend the below action item. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #9: The Committee recommends approval of the First Quarter Budget Adjustments for 2023.**

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

Moved by Commissioner Konarzewski and supported by Commissioner LaHaie to rise and report. Motion carried. Committee meeting closed at 10:52 a.m.

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

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

### **Board POLL Action Item - Two Wilson Township Applications and Filing Fee**

Chair Peterson presented the POLL Action Item for the two Wilson Township Applications and Filing Fee for approval. Moved by Commissioner LaHaie and supported by Commissioner Francisco to recommend the below action item. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #11: Recommendation to approve both Wilson Township Applications and total Application Fee of \$700 with monies to be paid out of the Professional Services line item #101-200-801.000 in the County General Budget (budgeted \$5,000 with \$0 spent so far this year) for the lot splits at the Airport so that the County has a legal description to write the lease for the recycling facility and for potential sale of the front lots for**

development and for utility improvements. The front parcels along M-32 are in one parcel and all the rest are in the parent parcel with the airport/airfield.

**CONSENT CALENDAR**

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – March 28, 2023 (\*Minutes only)**
- B) **Personnel Committee Meeting Minutes – April 4, 2023**

**ACTION ITEM #PM-1: The Committee recommends to approve the re-appointment of Dr. Robert Lang to the Alpena County Jury Board for a 6-year term expiring on April 20, 2029 as presented.**

Moved by Commissioner Francisco and supported by Commissioner Fournier 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 LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**PROCLAMATION – UP NORTH PREVENTION**

Chair Peterson presented the proclamation request from Up North Prevention to proclaim April as Social Responsibility Month for approval (attachment #1). Moved by Commissioner Konarzewski and supported by Commissioner Fournier to recommend the below action item. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

**ACTION ITEM #13: Recommendation to approve the Proclamation from Up North Prevention to proclaim April 2023 as Social Responsibility Month. This is a 14-County Northern Michigan effort and the deadline to submit proclamation is April 14, 2023.**

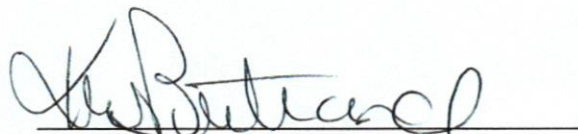
**\*Next Finance Ways & Means Committee Meeting: Tuesday, May 9, 2023 at 9:30 a.m. in the Howard Male Conference Room/Zoom Room**

**ADJOURNMENT**

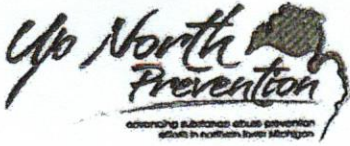
Moved by Commissioner LaHaie and supported by Commissioner Osmer to adjourn the meeting. Motion carried. The meeting adjourned at 10:57 a.m.

 4/26/23

Bill Peterson, Board Chairman



Keri Bertrand, County Clerk



# Proclamation

## APRIL 2023 IS ALCOHOL AWARENESS MONTH

Underage drinking is a national public health issue with serious implications. Although we have done much work and made progress here in northern Michigan to address this pervasive problem, there is still much more we can do. According to a study by the National Survey on Drug Use and Health, an estimated 10 million people younger than the age of 21 drank alcohol in the past month in the United States.

WHERE AS, underage drinking is a problem that affects our community, our health, and our future. It exacts a terrible toll on individuals and families, and places a costly tax burden on the community at large for law enforcement, medical services, and other social services involved in the prevention and treatment of underage drinking, and

WHERE AS, underage drinking has severe consequences, many of which parents and caregivers may not be fully aware. Consequences of underage drinking may include injury or death from accidents; unintended, unwanted, and unprotected sexual activity; academic problems; and drug use; and

WHERE AS, parents and caregivers have a significant influence on young people's decisions about alcohol consumption, especially when they create supportive and nurturing alcohol-free environments; and

WHERE AS, youth who start drinking before the age of 15 are five times more likely to develop alcohol dependence or misuse later in life than those who begin drinking at or after age 21; and

WHERE AS, alcohol use by young people is dangerous, not only because of the risks associated with acute impairment, but also because of the grave threat to their long-term development and well-being; and

WHERE AS, parents, educators, and community leaders who work with our young people every day are our best advocates for responsible decision-making; and

WHERE AS, one hundred percent of any alcohol consumed by a minor came from an adult. At one time, an adult over the age of 21 was in control of the alcohol and a minor gained access to it, and

WHERE AS, it is illegal for adults to knowingly allow their child's friends to drink alcohol in their home, even with the permission of the friends' parents, and adults have the authority and should have the responsibility to take steps to reduce the likelihood that their homes will become venues for underage drinking, and

NOW, THEREFORE BE IT RESOLVED, we, \_\_\_\_\_ (organization) of the County of \_\_\_\_\_ a Community Committed to UNDERAGE DRINKING PREVENTION, do hereby proclaim that April 2023 is Social Responsibility Month. We also call upon all parents, citizens, homeowners and property owners to host gatherings responsibly and take measures to eliminate access of alcohol to persons under the age of 21.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023

County of \_\_\_\_\_

Authorized Official Signature \_\_\_\_\_

(Print name): \_\_\_\_\_

(Print title): \_\_\_\_\_