

FINANCE WAYS & MEANS COMMITTEE  
MEETING MINUTES

Wednesday, November 12, 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

Others Present: Keri Bertrand, County Clerk  
Jesse Osmer, County Administrator  
Cindy Cebula, County Treasurer  
Sheriff Erik Smith  
Kim Elkie, Central Dispatch Director

**CALL TO ORDER**

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

**ROLL CALL**

Roll call was taken: All committee members present except Commissioner Peterson, excused.

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

**ADOPT AGENDA**

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to adopt the agenda with removal of the 911 Director salary discussion. Motion carried.

**PUBLIC COMMENT**

Melanie Kaszubowski of Posen, a seasonal camper at Long Lake Park, is upset with the ordinance changes. The campers feel their comments are disregarded and they were left out of the process that directly affects them. They want to feel heard, respected, and part of the community they have built.

Dana Barbeau of Ossineke, a seasonal camper at Long Lake Park, asked where the changes have come from and the reasoning they cannot keep their boat at their site. She is asking the board to take the camper's opinions into consideration.

Sharon Wirgau of Long Rapids Road has concerns about the camping ordinance especially that they cannot have decks or access the water from their sites. She is asking the board to consider the campers' issues.

Tammy Kish of Partridge Point Road does not understand the new rules and does not want to see a park where no one shows up anymore due to all the rule changes.

Tina Skiba of Alpena has many of the same concerns as the other campers, especially being able to park their boat on their lot. Having a smaller rug is also a big concern. She is asking where these regulations have come from.

## CLOSED SESSION

The Board went into closed session at 9:50 a.m. for a personnel matter and opened session at 10:13 a.m. Roll call was taken. All members present except Commissioner Peterson, excused.

*\*County Administrator Jesse Osmer noted that Sunrise Mission Director Michelle Bailey would not be presenting at today's meeting.*

## BILLS TO PAY

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

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$148,684.80	\$148,684.80

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

## COUNTY TREASURER MONTHLY REPORTS

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

Moved by Commissioner Britton and supported by Commissioner LaHaie to approve receiving and filing the monthly Treasurer's reports for October 2025 as presented. Motion carried.

## 2026 ORV LAW ENFORCEMENT GRANT APPLICATION

Sheriff Erik Smith, on behalf of Sgt. J.P. Ritter, presented the 2026 ORV Law Enforcement Grant Application in the amount of \$15,000, with no county match, for review and approval.

Moved by Commissioner Konarzewski and supported by Commissioner Britton to recommend approval of the 2026 ORV Law Enforcement Grant Application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Commissioner Peterson, excused. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of the FY26 DNR-ORV Law Enforcement Program Grant Application for the Sheriff's Office in the amount of \$15,000 with no county match, effective October 1, 2025, through September 30, 2026, and authorize the Chairman of the Board or County Administrator to sign all pertaining documents as presented. This has had Grant Review Committee approval.**

## 2026 SNOWMOBILE LAW ENFORCEMENT GRANT APPLICATION

Sheriff Smith presented the 2026 Snowmobile Law Enforcement Grant Application in the amount of \$3,450, with an organizational match of \$3,000 and a county match of \$450, for review and approval.

Moved by Commissioner Fournier and supported by Commissioner LaHaie to recommend approval of the 2026 Snowmobile Law Enforcement Grant Application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Commissioner Peterson, excused. Motion carried.

**ACTION ITEM #4: The Committee recommends approval of the FY26 Snowmobile Law Enforcement Program Grant Application for the Sheriff's Office in the amount of \$3,450 with an organizational match of \$3,000 and a county match of \$450 effective October 1, 2025,**

through April 30, 2026, and authorize the Chairman of the Board or County Administrator to sign all pertaining documents as presented. This has had Grant Review Committee approval.

#### **AMBULANCE FUND REQUEST-RADIO CONSOLE INSTALLATION**

Central Dispatch Director Kim Elkie reported when their new phone system was installed, they acquired phones for four dispatch stations, but their current configuration utilizes only three. Their Motorola 7500 radio consoles are no longer available on the market and when Roscommon recently upgraded they sold Alpena County their three used sets to support operations until the next console system becomes available in 2030. Of the three, two are designated as backups/spares, with one allocated for installation at the fourth station. Director Elkie is requesting an allocation of no more than \$68,435 (the cost may go down \$3,700 depending on if we need specific licensing) from the Ambulance Fund monies to complete the installation of the used radio console at the fourth station. This will get them by until they can purchase the next system in 2030 which will cost around a half a million dollars.

Moved by Commissioner LaHaie and supported by Commissioner Bray to recommend approving up to \$68,435 from the Ambulance Fund to install an additional console as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Commissioner Peterson, excused. Motion carried.

**ACTION ITEM #5: The Committee recommends approving up to \$68,435.00 from the Ambulance Fund to 261-325-820.002 Maintenance Tele Rad to install an additional Motorola 7500 radio console in Central Dispatch and approve the Treasurer to perform any line item changes or transfers to achieve the intended action as presented. The cost is for installation/set up as the equipment is already owned by Central Dispatch.**

#### **BUDGET ADJUSTMENTS**

1) Airport – Administrator Osmer on behalf of Airport Manager Mick Higgins presented a budget transfer for review and approval. The transfer is with its own budget but being that it involves payroll must come before the board.

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

**ACTION ITEM #7: The Committee recommends approval of the Airport Manager's request to transfer funds in the amount of \$5,862.57 from Assistant Manager line item 295-595-704.000 to Fuel Farm Maintenance line item 295-595-931.001 as presented.**

2) County Administrator – County Administrator Osmer presented a budget transfer in the amount of \$900 from Professional Services to Dues and Subscriptions to pay for a MIRS subscription that will help track any type of legislation or appropriations going through the state legislature. The subscription is usually \$1,200 annually but there is a current special running for \$900 for the remainder of 2025 and all of 2026.

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

**ACTION ITEM #8: The Committee recommends approval to transfer \$900 from Professional Services line item 101-101-801.000 to Dues and Subscriptions line item 101-200-955.002 to cover MIRS subscription beginning immediately and ending December 31, 2026, as presented.**

3) Undersheriff – Sheriff Smith on behalf of Undersheriff Cash Kroll presented a request for any remaining revenue in the 2025 budget be carried over into the 2026 budget for the inmate garden.

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

**ACTION ITEM #9: The Committee recommends approval to carry over any remaining revenue of grant funds in line item 101-351-674.010 CFNEMI-Inmate Garden to the 2026 fiscal budget and approval to match the remaining amount in expense line item 101-351-933.001 Jail Veg Garden as presented.**

4) Maintenance – Maintenance Superintendent Nick Akins presented a request to transfer funds from the 711 Building Fund to the Building Grounds and Maintenance Fund. After consultation with the auditor, it was determined we can move forward with the transfer from the 245 Fund in the amount of \$35,000. The total cost of the parking lot project was approximately \$50,000. This amount was calculated by taking a percentage of space that the 711 Building uses versus the county building.

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

**ACTION ITEM #10: The Committee recommends approval to transfer \$35,000 from the 711 Building Fund (245) to the Building, Grounds & Maintenance Fund (631) — this is a reimbursement for the work done on the Annex Parking Lot and to allow for any line item changes to achieve this transfer to be conducted by the Treasurer as presented.**

5) 911 – County Administrator Osmer presented a Siren Maintenance request for review and approval noting the request would take place for the FY2026 budget. The emergency sirens are maintained and operated by 911 not by the Emergency Manager so that line item should be in the 911 fund. This will save the General Fund around \$5,000. Discussion was made on using the Ambulance Fund to pay for the annual expenditure. Administrator Osmer will check to see if those funds can be used to cover this expense.

Moved by Commissioner Bray and supported by Commissioner Fournier to recommend approval of the Siren Maintenance budget adjustment as presented. Motion carried.

**ACTION ITEM #11: The Committee recommends approval to create a Siren Maintenance expenditure line item in the 911 budget and remove Siren Maintenance expenditure line item 101-426-932.000 from the Emergency Management budget and allow the Treasurer to make all necessary adjustments as presented.**

**MOTION TO RISE & REPORT**

**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 – October 28, 2025 (\*Minutes only)**

B) **Personnel Committee Meeting Minutes – November 4, 2025**

ACTION ITEM #PC-1: The Committee recommends approval of a 3.5% pay increase for the County Administrator for FY2026 as presented.

ACTION ITEM #PC-2: The Committee recommends approval of the updated job descriptions for the Commissioner's Office and the title change from Human Resources Specialist to Deputy County Administrator as presented.

ACTION ITEM #PC-3: The Committee recommends approval of the revised payroll adjustment memo from October 7, 2025, to include the Prosecuting Attorney as presented.

Moved by Commissioner LaHaie and supported by Commissioner Britton 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, Fournier, Britton, Konarzewski and Kozlowski. NAYS: None. Commissioner Peterson, excused. Motion carried.

### **POLL VOTE: BUDGET ADJUSTMENTS**

#### **POLL VOTE ACTION ITEM #1:**

**For the FY2025 budget, allow for the following adjustments:**

**Reverse Board Action #02 of March 25, 2025 (attached)  
Increase line item 101-351-699.284 by \$40,000**

**Allow for the transfers to occur regarding the above as necessary.**

**For the FY2026 budget, allow for the following actions to take place and the transfers to be conducted on, or after, January 1, 2026:**

**Increase 402-234-699.000 by \$230,000 (to be transferred from the 631 fund)  
Increase 677-271-699.000 by \$140,000 (to be transferred from the 631 fund)  
Decrease the 631 Fund balance from \$548,000 to \$178,000 and transfer the amounts listed above from the difference.**

**Close the 730 Fund and transfer the balance to the general fund; Create a line time for this expense in the 730 Fund and increase line item 101-969-995.017 by the balance in the 730 Fund on or about January 1, 2026.**

Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

### **PARKS ORDINANCE**

Commissioner Fournier presented the Parks Ordinance for review and asked that any questions be directed to Commissioner Ludlow as he is the Point Person for Long Lake Park. Commissioner Ludlow reported they have had some complaints, which is why the changes were made. Administrator Osmer presented the option of assigning the ordinance to an existing committee, like Facilities, or creating an ad hoc committee to review and bring back to the board. Discussion was made to form an ad hoc committee consisting of Commissioners Britton, Konarzewski, and Ludlow with Commissioner Kozlowski as ex officio to meet and work with the Parks Commission to find some resolution to the proposed changes.

### **SALE OF MAINTENANCE TRUCK**

Maintenance Superintendent Akins reported they would like to sell the repossessed dually truck that the Maintenance Department acquired that was to be used as the salt truck. The truck has 350,000 miles on it and as they performed normal maintenance discovered it was leaking oil and there is not benefit of putting money into the truck. Discussion was made to sell for \$3,000 or best offer.

Moved by Commissioner Fournier and supported by Commissioner LaHaie to approve the sale of the 1999 Ford dually truck as presented. Motion carried.

### **SPENDING FREEZE**

Administrator Osmer reported there had been discussion on putting into place a spending freeze. The spending freeze would go into effect at the close of business on Friday and remain through the rest of this year. If an item is a necessity to conduct business that would be acceptable, but things like tape, staplers, and pencils would be frozen.

Moved by Commissioner Konarzewski and supported by Commissioner Bray to approve a spending freeze beginning end of business day Friday, November 14<sup>th</sup> through the end of the year as presented.

### **2026 BOARD POLICES**

Administrator Osmer presented a draft copy of the 2026 Board Policies for review. A final copy will be presented at a future meeting for adoption.

### **FY2026 BUDGET – SECOND READING**

Administrator Osmer provided the commissioners two sheets to replace outdated sheets for their binders and presented a general fund change list that shows what page, and what the amount and change was.

- There is a possible 60% increase for electricity for FY2026, and an adjustment was made for a 30% increase, but there is money in the contingency fund to cover the difference if needed.
- Adjustments were made to Victims' Rights Services and instead of being in the negative \$2,012 it is down to negative \$700.
- It was discovered that in the recent appropriations bill a line item was in there for public safety program and we will be getting \$43,351 in additional funds from the state for public safety.
- Addition of the Finding Your Way Home pilot program in the amount of \$5,000 which assists people that have come to Alpena seeking work services but are unable to return home on their own.

Other highlights:

- The 2026 budget restores the Sheriff's budget which was by \$215,000 in FY2025.
- Restoration of contractual work with HUNT.
- Restoration of our partnership with Target Alpena.
- Improvements to the Alpena County Fairground roadways.
- Improvements to the County Parks.
- Installation of 6 new diving blocks at the Alpena County Plaza Pool.
- New partnership with the APlex for our emergency shelter project.
- Addition of a full time Emergency Manager.
- New t-hangers at the Alpena County Regional Airport.
- New pilot program Finding Your Way Home.

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve the FY2026 Budget for public display as presented. Motion carried.

**ACTION ITEM #13: Recommendation to approve the 2026 Budget for Public Display as presented.**

**CORRESPONDENCE**

Chair Kozlowski presented a letter addressed to the Courts and Public Safety Committee. The letter will be discussed at the next Courts and Public Safety Committee meeting.

**PUBLIC COMMENT**

Sharon Wirgau of Long Rapids Road asked in regard to the decks to at least let the campers have what they use now until the grass is planted and leveled for a decent inhabit. She resents being called a complainer as she is the voice of many campers' opinions not just her own. Many people are unable to attend these meetings, and she has the luxury of time. She hopes to meet in the middle as camping should be fun and we need to get back to that.

Commissioner Bray commented on the state parks and how strict their rules are.

Melanie Kaszubowski responded to a comment that it was just Long Lake Park seasonal campers that were complaining about the rules. She can provide a list of names and numbers of campers from Beaver Lake and Sunken Lake that are also not happy with the new rule changes. To say it is only Long Lake campers that are having issues is not fair or correct.

Bob Lang of Alpena, a seasonal camper at Long Lake Park, thanked the board for creating the ad hoc committee to look at all the issues and he hopes they listen to the concerns that have been raised over the last several months and include the campers in the reconsiderations.

**ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Bray to adjourn the meeting. Motion carried. The meeting was adjourned at 11:30 a.m.

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John Kozlowski, Board Chairman

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Keri Bertrand, County Clerk

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