



**Alpena County Board of Commissioners  
&  
Alpena County Planning Commission  
Meeting Minutes  
Thursday, August 24, 2023 – 2:30 p.m.  
Howard Male Conference Room**

**Commissioners Present:** Burt Francisco, Bill LaHaie, Brenda Fournier, John Kozlowski, and Bill Peterson.

**Planning Commission Members Present:** Chuck LeFebvre, Jeff Kowalski, Tammy Thomson, Kevin Osbourne, Taylor Herron, and MSU Extension Ex Officio Mary Dunckel.

**Others Present:** County Administrator Mary Catherine Hannah, County HR Specialist Jennifer Mathis (Zoom), Board Assistant Kim MacArthur (Zoom), Commissioner Travis Konarzewski (Zoom), and Board Assistant Lynn Bunting.

**Review of Draft Capital Improvement Plan (CIP)**

The County Board of Commissioners and Planning Commission Members went through the County's Draft Capital Improvement Plan (CIP). Administrator Hannah informed everyone that she is working in Munetrix with Lynn on CIP Projects for 2023, 2024 and future projects to help meet goals, further planning and if can afford the project or put in the budget and find ways to fund. Administrator Hannah informed the board and planning commission members the importance of getting everyone together to review projects and to incorporate with the master plan and recreation plan. Administrator Hannah reported that the CIP Projects are in the planning stage right now with the department heads of the County and to see if missing any projects.

Discussion on elevator in the County Annex Building and spending \$20,000 every couple of years on maintenance. Discussion on possible elevator in the County Courthouse and the needs of one but unable to put inside the building as it is a Historical Building and would need to add onto the building to incorporate an elevator.

Commissioner Konarzewski reported that he will reach out to County Maintenance Supervisor Wes Wilder on power washing the exterior of the Courthouse buildings.

Discussion of the following and the importance/needs: Replace existing filer system for Clerk's Office, Prosecutor's Office will offload huge storage off IT storage, District Health Department Upgrades for roof \$150,000 in 2025, flooring lobby interior \$75,000 in 2024, security for lobby area with code locks and restricted areas, upgrade pedestals at Fairgrounds, District Court Office Egress \$15,00 and security upgrades, and priorities for 2024 and 2025.

Further Discussion on the Fairgrounds: Merchants Building – Kitchen upgrades. Fairgrounds Electrical upgrades and panels on each barn/building. The Fair uses one week out of the year with the horse barn used more often and recommendation for a panel by itself for fair electrical usage. Discussion on Caretakers House, Restrooms for the public with updates to the bathrooms/showers and the need for more toilets for campers. Commissioner Konarzewski reported he will speak with Ryan Fairchild and Matt Camreon at Alpena Power on the electrical at the Fairgrounds and the usage of electrical with camping, barns, the fair, vendors, and recommendation for one panel for the house and one for the fair if approved and budgeted. Commissioner Konarzewski reported he will get information from Alpena Power for the next meeting.

### **Progress Report/Update to Recreation Plan**

Discussion on current Recreation Plan expiring 12.31.23 and the importance of updating as this is required for new DNR Grant Applications and current DNR Grant Agreements. Strategy Plan Session around Fairgrounds recommended. Discussion of the Grandstand footings are the main issue as the foundation is bad and the need for an engineering study or a full design of cost.



Recommendation for Parks to prioritize their CIP then bring back to the Board of Commissioners and Planning Commission for review.

Administrator Hannah reported that Wes will research information on a boom lift to do our own tree work and there will be additional training for the maintenance. Commissioner LaHaie reported that the power company has good used ones they get rid of, and the city has purchased in the past. Kevin Osbourne reported there is a Federal Government site for items available for sale at a lower cost for government entities.

**Adjournment**

The meeting adjourned at 4:20 p.m.



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Bill Peterson, Board Chairman  
Alpena County Board of Commissioners

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