

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, October 5, 2022 – 9:00 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Don Gilmet, Chair
Brenda Fournier
Bill Peterson
Kevin Osbourne
Bob Adrian

Others Present: Kim MacArthur, Board Assistant
Wes Wilder, County Maintenance Superintendent
Tim McCloney, Michigan Municipal Risk Management Authority
Chuck LeFebvre, Liaison
Jake Bowen, Fairboard President
Kim Ludlow, Treasurer (zoom)
Phil Heimerl, True North Radio (zoom)
Steve Mousseau, IT Director (zoom)

CALL TO ORDER

Chair Don Gilmet called the meeting to order at 9:00 a.m.

ROLL CALL

All members present.

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

APPROVE AGENDA

Chair Gilmet presented the agenda for approval as presented. Moved by Commissioner Fournier and supported by Commissioner Peterson to adopt the agenda as presented. Motion carried.

INFORMATION ITEM: Veterans Affairs Director Dan Perge presented a renewal of the 4-year lease agreement for office space with Alpena Harborside, LLC (attachment #1). There is an increase of \$50 per month with this lease term and no other changes to the lease were made. Motion by Commissioner Peterson and supported by Commissioner Fournier to approve action item below. Roll call vote was taken: AYES: Commissioners Fournier, Osbourne, Peterson, Adrian, and Gilmet. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of Veterans Affairs Office lease renewal between Alpena Harborside, LLC and the County of Alpena for 4 years beginning January 1, 2023 and ending December 31, 2026 in the amount of \$811.67 per month and authorize the County Administrator to execute as presented.

INFORMATION ITEM: Maintenance Superintendent Wes Wilder updated the Committee on the following projects:

1. Courthouse Sanitary Sewer: Superintendent Wilder will be working with the contractor to get our portion done and the City will take care of the rest.
2. Courthouse Boiler Repair: Parts have been ordered.
3. Fairgrounds shed/tools for caretaker: Superintendent Wilder has obtained a permit and the truck barn is getting cleaned out with concrete potentially being poured next week.
4. Fairgrounds Restrooms – Block work can still be done this year. The fence will not be able to be repaired until next spring and the interior parts for the restroom are ordered and waiting for arrival.
5. DHD Air Conditioning: Waiting on parts.
6. Tower Project for 911: Project continues to move along.
7. Courthouse & Annex Roofs: Portions of both roofs are complete and work will resume tomorrow and Friday.
8. Pool Water Flow Meter: On hold until next year.
9. Annex Restroom Improvements: Will be started as soon as the fairgrounds truck barn is complete.

INFORMATION ITEM: County Administrator Mary Catherine Hannah presented the County insurance bid proposals for review. Two bid proposals were received, and Administrator Hannah invited Tim McCloney from Michigan Municipal Risk Management Authority to present to the Committee. The other bid proposal by Alpena Agency will be presented at the next meeting. MMRMA has a different model on how they do insurance and how they are structured. MMRMA Representative McCloney reported they are not an insurance company but a group of self-insured governmental entities that pool together for insurance purposes. They have a net asset distribution policy and a risk avoidance program policy that sets them apart from their competitors. Discussion and question were made on what MMRMA can do for the County. Chair Gilmet encouraged the Committee to review all information as this would be a different approach for insurance.

INFORMATION ITEM: Administrator Hannah presented discussion on the Fair Board. There were issues with the Fair Board not taking down stalls and not cleaning up the grandstands after the fair. The Fair Board also proposed to lease the horse barn for the winter season and

originally offered \$2,000 for the winter storage. Fair Board President Jake Bowen reported the horse stalls did not get taken down due to lack of communication and that they are not meant to be moved. The stalls are getting bent and banged up which is part of the reason they would like to rent the barn, so they do not need to be taken down each year. The grandstands were not cleaned due to dumpster problems. Discussion was made on the rental of the horse barn and Superintendent Wilder offered a space in the draft horse barn at no cost for this year with renegotiations of the contract for next year. Commissioner Gilmet asked that the contract be in place sooner than it was for 2022.

INFORMATION ITEM: Administrator Hannah discussed a draft lease RFP on the DHHS Building and whether to include a range of rental rates or leave open and see what is proposed. Administrator Hannah will send a proposed draft lease out with the proposal. Discussion was made that if the renter would like to do update themselves, this could impact the amount charged. The Committee agreed to carry on the with RFP with no minimum and to send to next week's Full Board meeting.

INFORMATION ITEM: Administrator Hannah presented discussion on wayfinding signage at the Courthouse and Annex buildings. Omega Electric sent in a sign quote of \$13,850.00 which does not include the building signage and interior signage for the Annex building. Fabrication of the signs will take between 6-8 weeks. Motion was made by Commissioner Peterson and supported by Commissioner Osbourne to send to Finance Ways & Means. Roll call vote was taken: AYES: Commissioners Osbourne, Peterson, Adrian, Fournier, and Gilmet. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of wayfinding signage for the Courthouse and Annex Buildings in the amount of \$13,850.00 from Omega Electric with monies to come from the Building and Grounds Fund as presented.

INFORMATION ITEM: Administrator Hannah presented the Committee with a draft of the CIP spreadsheet from Munetrix for review. The Planning Commission will review and make recommendations as far as priorities, additional projects, and timing. There will be more discussion at Full Board as part of the budget. Administrator Hannah reported the closing on the old jail building will be on October 17, 2022, and the disposition of the funds from that sale can be further discussed by the Commissioners as where they would like that money placed.

Liaison Chuck LeFebvre asked for a copy of the MMRMA documents along with the draft CIP reports.

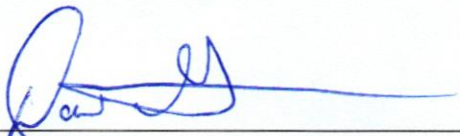
PUBLIC COMMENT

None.

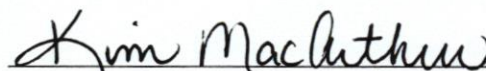
***Next Meeting: Wednesday, October 19, 2022 at 9:00 a.m. in Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting adjourned at 11:37 a.m.



Don Gilmet, Chairman



Kim MacArthur, Board Assistant

kvm