

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
February 23, 2021
1:00 p.m.
Merchants' Building, Alpena County Fairgrounds**

The Alpena County Board of Commissioners meeting was called to order by Chairman Robert Adrian on Tuesday, February 23, 2021 at 1:00 p.m.

PRAYER

Prayer was offered by Pastor Marlon Smith of Huron Shores Fellowship.

MOMENT OF SILENCE

Chairman Adrian noted that flags are flying at half-mast around the Country and asked for a moment of silence in memory of those who lost their lives to COVID-19, specifically the 45 Alpena County residents.

PLEDGE OF ALLEGIANCE

Board Chairman Robert 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: Donald Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Bill Peterson, District #4; Kevin Osbourne, District #6; Marty Thomson, District #7. Commissioners Excused: Brenda Fournier, District #5; John Kozlowski, District #8.

AGENDA

Moved by Commissioner Karschnick and supported by Commissioner Gilmet to adopt the agenda as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

PUBLIC COMMENT

None.

CONSENT CALENDAR

Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – January 26, 2021

- B) **Housing/Public Conservator Adhoc Committee** – February 2, 2021
- C) **IT Committee** – February 10, 2021
- D) **Airport Committee** – February 11, 2021

ACTION ITEM #AC- 1: The Committee recommends the Airport Minimum Standards be presented to the Full Board for acceptance and have an effective date of 1 March, 2021.

- E) **Ambulance Committee** – February 12, 2021

ACTION ITEM #AMB-1: The Committee recommends to approve distribution from the First Responders Calls line item, #210-651-803.001, appropriated on a quarterly basis as presented:

City of Alpena:	\$50,000.00
Alpena Township:	\$39,000.00
Green Township:	\$6,000.00
Hubbard Lake Township:	\$3,000.00
Long Rapids Township:	\$4,000.00
Maple Ridge Township:	\$3,000.00
Sanborn Township:	\$6,000.00
Wilson Township:	<u>\$6,000.00</u>
	\$117,000.00

ACTION ITEM #AMB-2: The Committee recommends we approve an additional \$7,500.00 for the disposable/consumable supplies budget line item, #210-651-727.001, as presented.

ACTION ITEM #AMB-3: The Committee recommends we approve adjusting the road sign line item, #210-651-977.002, down to \$2,000.00, as presented.

ACTION ITEM #AMB-4: The Committee recommends to approve an agreement with the Road Commission to provide \$2,000.00 toward public/private road signs, per the Ambulance Fund Policy.

- F) **Building Maintenance Recreation & Insurance Committee** – February 16, 2021

ACTION ITEM #BMRIC-1: The Committee recommends to approve to advertise the (RFP) Request for Proposal with proposed changes, and upon approval of Committee for submission of bids as presented. This has had attorney review.

- G) **Court Committee** – February 16, 2021

ACTION ITEM #CC-1: The Committee recommends to approve the Bylaws for the Public Defender's Office as presented.

ACTION ITEM #CC-2: The Committee recommends to approve the Articles of Incorporation for the Public Defender's Office and to submit for a license to the regulatory affairs office.

ACTION ITEM #CC-3: The Committee recommends to approve the job posting for the Public Defender and authorize the MAC Administrator to advertise for the position as presented.

H) **Finance Committee** – February 17, 2021

ACTION ITEM #FM-1: The Committee recommends to approve the new Postage meter lease with Pitney Bowes (term 60 months at \$135.98 per month or \$407.94 every quarter) for the Prosecutor's Office located in the County Annex Building with new equipment. Current lease expires June 2021.

ACTION ITEM #FM-2: The Committee recommends to approve the 2021 Michigan Department of Natural Resources Marine Grant Renewal application for the Sheriff's Office in the requested amount of \$12,143.00 (\$7,793.00 wages & benefits, \$600 oil changes and minor maintenance, \$3,750 for fuel to include boats and tow vehicles) with no County match if Federal funding is awarded and \$3,035.75 (25% County match) if State funding is awarded and authorize the Chairman of the Board to sign all pertinent documents. This is in the 2021 budget per Sgt. Ritter.

ACTION ITEM #FM-3: The Committee recommends to approve the bid from First Responder Solutions in the amount of \$26,354.16 (3 year warranty) for the purchase of the TruNarc Drug Testing System with monies coming out of the Stonegarden grant line item #101-312-977.002 (Budgeted line item for \$26,021.00) with remaining amount of \$333.16 to be paid out of miscellaneous expense line item #101-301-956.000.

ACTION ITEM #FM-4: The Committee recommends to approve the quote from Lamar Advertising in the amount of \$5,000 and the quote from WBKB TV 11 in the amount of \$17,172.50 (two projects for the Veterans Office) using County Veterans Service Fund Grants as follows:

Marketing billboards: Lamar Advertising for 8 billboards \$5,000 starting March 1, 2021 through end of September 2021

Television Commercial: WBKB TV 11 for filming/airing of marketing commercial starting March 1, 2021 through end of September 2021. The funds for these projects have already been approved and received as part of the County Veterans Service Fund Grant from the State of Michigan.

ACTION ITEM #FM-5: The Committee recommends we approve the BKV Group Invoice #55963 for the new jail in the amount of \$8,817.18 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-6: The Committee recommends we approve the Huron Engineering Invoice #4101 for the new jail in the amount of \$543 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

Not Approved on the Consent Calendar

ACTION ITEM #FM-7: The Committee recommends to approve the annual lease payment in the amount of \$49,700.00 with Motorola Solutions Credit Company, LLC for 7500 Console (Emergency Services) with monies coming out of line item #211-325-970.003 from the 2021 budget.

I) **Personnel Committee – February 17, 2021**

ACTION ITEM #PM-1: Recommendation to post, advertise and fill the clerical vacancy in the Prosecutor's Office immediately. Funding for this position is in the budget.

ACTION ITEM #PM-2: Recommendation to fill the Jail Administrator vacancy immediately. Funding for this position is in the budget.

ACTION ITEM #PM-3: Recommendation to fill the Bailiff vacancy immediately. Funding for this position is in the budget.

ACTION ITEM #PM-4: Recommendation to fill the Deputy position immediately. Funding for this position is in the budget.

Action Item #PM-5 is not on the Consent Calendar

ACTION ITEM #PM-6: The Committee recommends to pay Roy Wekwert an additional \$208.00 for covering as 911 Director during Mark Hall's absence, as presented.

ACTION ITEM #PM-7: The Committee recommends to approve clerical assistance for the 911 Director/Emergency Services Coordinator if funds become available.

ACTION ITEM #PM-8: The Committee recommends that the Veterans' Office be open 8:00 a.m. to 4:30 p.m. consistent with the VA Clinic and all County facilities.

ACTION ITEM #PM-9: The Committee recommends to approve the purchase of MERS service credit time by Cash Kroll and Lisa Wisniewski, as presented.

ACTION ITEM #PM-10: The Committee recommends to reaffirm Board Action #102720.04 and to not pay any additional hazard pay.

Action Item #PM-11 is not on the Consent Calendar

Moved by Commissioner Thomson and supported by Commissioner Peterson 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, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

ACTION ITEM #FM-6

Action Item #FM-6 was pulled from the Consent Calendar. No action was taken as the invoice was withdrawn by Huron Engineering.

POLL ACTION ITEM #1 – IT Purchases

Board Chairman Robert Adrian presented the following POLL Action Item for approval. The POLL was taken to qualify for reimbursement through grants with deadline of Thursday, February 18, 2021.

POLL #1: Recommend to approve the IT Director's request to purchase computers using the MIDEal contract and getting reimbursement from the COVID grants. These Computers include Circuit Court, District Court, Probate Court COVID Grants and General Fund Departments for approximately 51 computers, 42 monitors and 4 laptops. All of this has been budgeted through COVID Grants and Equipment Fund.

Moved by Commissioner Karschnick and supported by Commissioner Osbourne to approve the above POLL Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

#PM-5 - JAIL RECEPTIONIST

Commissioner Marty Thomson, Chairman of the Personnel Committee, presented the following Action Item for discussion.

ACTION ITEM #PM-5: The Committee recommends we authorize hiring of a receptionist for the jail with funding to be taken out of the Sheriff's budget and adjusted later, if necessary.

Moved by Commissioner Thomson and supported by Commissioner Peterson to approve the above Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

#PM-11 - PART-TIME DEPUTY CLERK

Commissioner Marty Thomson, Chairman of the Personnel Committee, presented the following Action Item for discussion.

ACTION ITEM #PM-11: The Committee recommends to approve the Clerk's office to add a part-time Deputy Clerk position up to 19 hours per week at the union rate of pay with no Benefits and to amend the budget accordingly by moving funds from the Concealed Weapons Budget into the general fund, as presented.

Moved by Commissioner Thomson and supported by Commissioner Karschnick to approve the above Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

CLERICAL ASSISTANCE FOR 911 DIRECTOR

Commissioner Marty Thomson, Chairman of the Personnel Committee, presented the following Action Item for discussion.

ACTION ITEM #2: The Committee recommends to approve \$5,000.00 in overtime wages for Clerical Assistance for the 911 Director, as presented.

Moved by Commissioner Thomson and supported by Commissioner Peterson to approve the above Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

RESOLUTION #21-04 – SPECIAL ELECTION FOR 911 SURCHARGE

Mark Hall, Emergency Services Coordinator, presented Resolution #21-04 for approval.

COUNTY OF ALPENA RESOLUTION #21-04
CALLING A SPECIAL ELECTION
FOR THE PURPOSE OF SUBMITTING TO THE ALPENA COUNTY ELECTORS A
QUESTION OF WHETHER THE COUNTY MAY LEVY 911 SURCHARGE
JANUARY 2022 TO DECEMBER 2026

At a full board meeting of the Board of Commissioners of the County of Alpena, Michigan, held on the 23rd day of February 2021 at 1:00 p.m., Eastern Daylight Savings Time, in the Alpena County Merchant Building in Alpena, Michigan there was:

PRESENT: Commissioner Robert Adrian, Commissioner Don Gilmet, Commissioner Dave Karschnick, Commissioner Bill Peterson, Commissioner Kevin Osbourne and Commissioner Marty Thomson.

EXCUSED: Commissioner Brenda Fournier, Commissioner John Kozlowski.

The following preambles and resolution were offered by Commissioner Peterson and seconded by Commissioner Gilmet.

WHEREAS, the County of Alpena, Michigan (the “County”) has deemed it necessary to place before the electors of Alpena County to continue to assess a monthly 911 surcharge.

WHEREAS, to fund 911 operations.

WHEREAS, based on estimates and projections, the Alpena County Board of Commissioners has preliminarily determined that it will be necessary to continue the assessment of the 911 surcharges. to cover the costs of 911 emergency telephone call answering and dispatch services within Alpena County, including facilities, equipment and operations; and

WHEREAS, the Alpena County Board of Commissioners wishes to adopt this Resolution to call a special election for Tuesday, May 4, 2021 (the “Special Election”) to present the surcharge reauthorization proposal to the electors of Alpena County.

WHEREAS, the County Clerk must publish a Notice of the last day of Registration and a Notice of Proposal to be submitted at the Special Election which must include the final language of the ballot proposal; and

WHEREAS, the County wishes to approve such ballot proposal and authorize the County Clerk to proceed with the necessary notices for such Special Election.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF ALPENA, STATE OF MICHIGAN, as follows:

1. The County shall submit to the registered electors residing within the boundaries of the County of Alpena the surcharge proposal set forth in paragraph 3 below at the Special Election on Tuesday, May 4, 2021.
2. The County Clerk shall cause a Notice of Registration and a Notice of Proposal to be submitted at the Special Election to be published as required by law.
3. The Board of Commissioners certifies to the County Clerk the following proposition which shall be submitted to the qualified electors of the County of Alpena at the Special Election on Tuesday, May 4, 2021:

**911 OPERATING SURCHARGE
REAUTHORIZATION PROPOSAL**

For the period beginning on January 1, 2022 and continuing through the month of December in the year 2026, shall Alpena County be authorized to continue to assess a monthly surcharge of up to and not to exceed \$3.00 in the monthly billings of landline, wireless and VOIP service suppliers within the geographic boundaries of Alpena County; to be used exclusively for the continuing funding of 911 emergency telephone call answering and dispatch services within Alpena County, including facilities, equipment and operations.

4. The Alpena County Clerk shall take all actions required by law to call the Special Election on May 4, 2021.

5. The Special Election shall be held in accordance with the General Election Laws of the State of Michigan.
6. The proposition to be voted in the ballot to be used in the Special Election for the purpose of submitting the foregoing proposal to electors shall be substantially in the form set forth in Appendix A.
7. The County Clerk is authorized to take whatever action is necessary under the Election Laws of the State of Michigan to notify electors of the County of Alpena of the proposal being submitted at the May 4, 2021 Special Election and of the last day of registration therefore. The Clerk shall cause appropriate registration and election notices to be published as required by the State Election Law in The Alpena News, Alpena, Michigan a newspaper of general circulation in the County.
8. All resolutions and parts of resolution in conflict with the foregoing are hereby rescinded.

APPENDIX A

**911 OPERATING SURCHARGE
REAUTHORIZATION PROPOSAL**

For the period beginning on January 1, 2022 and continuing through the month of December in the year 2026, shall Alpena County be authorized to continue to assess a monthly surcharge of up to and not to exceed \$3.00 in the monthly billings of landline, wireless and VOIP service suppliers within the geographic boundaries of Alpena County; to be used exclusively for the continuing funding of 911 emergency telephone call answering and dispatch services within Alpena County, including facilities, equipment and operations.

YES []

NO []

Moved by Commissioner Peterson and supported by Commissioner Gilmet to approve the above Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

RS&H INVOICE FOR PAYMENT

Steve Smigelski, Airport Manager, presented an RS&H Invoice for payment. He informed the Board that the Sweeper arrived in May and he will be attempting to obtain reimbursement for this expense.

ACTION ITEM #4: Recommendation to transfer \$1,830.00 from Line Item 295-536-625 Passenger Facility Charges to Line Item 295-536-977 High Speed Broom to pay RS&H for Professional Services to acquire SRE/Sweeper, as presented.

Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the above Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

MAINTENANCE VEHICLE – SELAED BID OPTIONS

Wes Wilder, Maintenance Superintendent, presented sealed bid results and options for the maintenance truck with plow that was recently listed for sale.

Moved by Commissioner Gilmet and supported by Commissioner Peterson to reject all sealed bids for the sale of the 2012 Ford F-250 Super Duty Pickup Truck with an 8’-6 Western Plow. Motion carried.

MEDICAL MARIJUANA OPERATIONS AND OVERSIGHT GRANT

Chairman Robert Adrian presented the MMOOG-MRA grant for approval on behalf of District Health Department #4.

ACTION ITEM #5: The Committee recommends we authorize the District Health Department #4 Medical Marihuana Operation and Oversight Grant and Application on behalf of the County in the amount of \$7,779.00 (with County Administrative Fees of \$250) for education and outreach and to authorize the Board Chairman to sign the grant application and all pertinent paperwork as presented. This has had Grant Committee approval.

Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the above Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson and Adrian. NAYS: None. Excused: Commissioners Fournier and Kozlowski. Motion carried.

ANIMAL CONTROL ADHOC COMMITTEE APPOINTMENT

Chairman Robert Adrian appointed Commissioner Kevin Osbourne to Animal Control Adhoc Committee.

ACTION ITEM #6: The Committee recommends we concur with the appointment of Commissioner Kevin Osbourne to Animal Control Adhoc Committee.

Moved by Commissioner Karschnick and supported by Commissioner Gilmet to approve the above Action Item. Motion carried.

PUBLIC COMMENT

Sheriff Steve Kieliszewski thanked the Board for their support of the Action Items for the Sheriff's Office. He informed the Board and those present of the resignation of the Jail Administrator Sgt. Scott Gagnon and introduced Sgt. Christina Bednarski, the new Jail Administrator. The Sheriff thanked Sgt. Gagnon for his service and provided a brief synopsis of Sgt. Bednarski's background and qualifications.

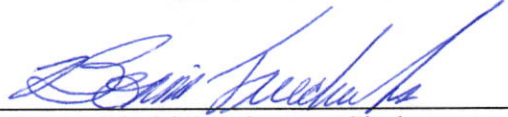
ADJOURNMENT

Moved by Commissioner Osbourne and supported by Commissioner Thomson to adjourn. Motion carried.

Meeting adjourned at 1:28 p.m.



Robert Adrian, Chairman of the Board



Bonnie Friedrichs, County Clerk

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