

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS**

August 25, 2020  
1:00 p.m.

The Alpena County Board of Commissioners met and was called to order by Chairman Robert Adrian on Tuesday, August 25, 2020 at 1:00 p.m. via Zoom Conference Call.

Chairman Adrian asked for a moment of silence in honor of Commissioner Ron McDonald who passed away.

**Prayer**

Prayer was offered by Pastor Jim Erickson of Immanuel Lutheran Church of Alpena.

**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, the following Commissioners were present: Commissioners Adrian, McRoberts, Karschnick, Peterson, Fournier, Thomson, and Kozlowski.

**Agenda**

Moved by Commissioner McRoberts and supported by Commissioner Thomson to approve the agenda. Motion carried.

**Public Comment**

None.

**Consent Calendar**

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**  
Regular Session – July 28, 2020
- B) **NLA Adhoc Committee** – August 3, 2020
- C) **Personnel Committee** – August 11, 2020
- D) **IT Committee** – August 12, 2020

ACTION ITEM #IC-1: The Committee recommends to have the IT Director transfer \$1500 from line item #101-958-851.001 Pop-Core Multibrige to other line items, as presented.

ACTION ITEM #IC-2: The Committee recommends to move our webserver to the cloud Webserver, if financially feasible, as presented.

E) **Airport Committee** – August 13, 2020

ACTION ITEM #AC-1: The Committee recommends the transfer of \$60.85 from Line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1096-18.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$905.40 from Line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1102-18.

ACTION ITEM #AC-3: The Committee recommends the transfer of \$38,000.00 from Line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay RS&H contract for Professional Services.

ACTION ITEM #AC-4: The Committee recommends Contract for Professional Services from RS&H be presented to the Chairman of the Board for his signature.

ACTION ITEM #AC-5: The Committee recommends extension of the lease addendum for Bay 3 in Building 1603 for Freedom Transportation be presented to the Chairman of the Board for his signature.

ACTION ITEM #AC-6: The Committee recommends to approve a Commercial Operator Agreement for Huron Aviation Services to operate a Flight School at the Alpena County Regional Airport and that it be presented to Mr. Brad Shriner for his signature, and then to the Chairman of the Board for his signature.

ACTION ITEM #AC-7 The Committee recommends switching web site hosting from Industrial Imaging (\$480.00 annually for simple hosting) to Valitify LLC (\$1,100.00 annually full service to include ADA compliance). This contract would start September 1, 2020 Thru August 31, 2021

F) **Fairgrounds Adhoc Committee** – August 17, 2020

G) **Finance/Building Maintenance and Recreation Committee** – August 20, 2020

ACTION ITEM #FM-1: The Committee recommends we approve the State of Michigan Activation Fee for 114 Portable 800 MHz Radios in the amount of \$28,500.00 (\$250.00 per radio) with monies coming out of line item #211-325-970 as presented.

ACTION ITEM #FM-2: The Committee recommends we approve the annual renewal Active 911 invoice in the amount of \$2,695.00 with this budgeted item to be paid out of line item #211-325-807.001, as presented.

ACTION ITEM #FM-3: The Committee recommends we accept the bid from Nye Uniform Company in the amount of \$1,467.21 for the Sheriff's Office Uniforms with monies coming out of line item #101-301-746 as presented.

ACTION ITEM #FM-4: The Committee recommends we approve the Jail Medical Contract Amendment Agreement (August 1, 2020 to March 31, 2021) for the Provision of Health Care to

Incarcerated Patients with Advanced Correctional Healthcare, Inc. as presented. This is an unbudgeted increase.

First Amended Contract Proposal in the amount of \$166,513.77 (monthly payments of \$13,876.15) – County would be responsible for paying the price of all pharmaceuticals at a pharmacy the County chooses.

Other increases proposed from Advanced Corrections Healthcare in the contracts are to increase nursing to 40 hours per week and to have a doctor onsite once every week.

ACTION ITEM #FM-5: The Committee recommends we approve the 2020-2021 Secondary Road Patrol Grant Application (October 1, 2020 through September 30, 2021) in the amount of \$94,322.59 with an organizational match of \$33,524.00 and a County match of \$60,798.59, as presented. The application deadline is September 1, 2020. This has Grant Review Committee approval.

ACTION ITEM #FM-6: The Committee recommends we approve the Probate Courts bid recommendation from The EBCO Company, LLC in the amount of \$2,000.00 (no shipping charges) to purchase 1,000 file folders for the Probate Office with monies coming out of line item #101-148-729 and to authorize the Treasurer to make the necessary adjustments as presented. This is a budgeted item for 2020 and will need to be adjusted within their budget.

ACTION ITEM #FM-7: The Committee recommends we approve the Sheriff's Office request to seek bids for a pre-built 12x24 storage building with loft, roll up garage door, and a walk-in door for the Alpena County Animal Control Shelter, as presented. Deputy Reid will bring the bid opening results and recommendation to the Full Board on August 25, 2020.

ACTION ITEM #FM-8: The Committee recommends we approve the Veterans Affairs Office request to submit a final change request to the MVAA (Michigan Veterans Affairs Agency) to purchase the approved items on the attached amendment with CVSF Grant Funds, on a reimbursement basis. The Veterans Affairs Office plans to request approval to utilize \$13,000.00 of the remaining eligible Alpena County Veterans Affairs CVSF Grant Funds for the following items:

Office Furniture \$4,000.00  
Honor Guard Uniforms \$2,400.00  
864 Additional Grave Markers & Flags \$5,600.00  
Adobe Acrobat Pro 2020 Software \$1,000.00

ACTION ITEM #FM-9: The Committee recommends we authorize the transferring of money from the wage and benefit line items that is available in the Maintenance Budget due to employees off work with medical issues into the overtime line item.

ACTION ITEM #FM-10: The Committee recommends we approve the consideration of hiring a part-time person for the Alpena County Maintenance Department.

ACTION ITEM #FM-11: The Committee recommends we approve moving Emergency Services Coordinator Mark Hall to Step 2 effective September 1, 2020.

ACTION ITEM #FM-12: The Committee recommends we approve the FY21 Byrne Justice Assistance HUNT Grant Application request in the amount of \$149,791.00 as presented. This

has Grant Review Committee approval.

ACTION ITEM #FM-13: The Committee recommends we approve the MDOT Airport Awareness Advertising Grant (Contract No. 2020-0692) in the amount of \$10,000.00 with a County match of \$1,112.00 (budgeted item) as presented. This has Grant Review Committee approval.

ACTION ITEM #FM-14: The Committee recommends we approve the Pay Application #19 with Spence Brothers for the new Airport Terminal in the amount of \$162,856.67 with monies coming out of line item #481-595-975.

ACTION ITEM #FM-15: The Committee recommends we approve the RS&H Change Order #12 for the new Airport Terminal in the amount of \$5,908.00 for the new Airport Terminal with monies coming out of line item #481-595-975.

ACTION ITEM #FM-16: The Committee recommends to approve the 3-year contract with Millennia Technologies in the amount of \$11,300.00 with budgeted monies coming out of line item #101-958-831.002 in 2020 and \$17,280.00 in January 2021 and include the phone system upgrade software, as presented.

ACTION ITEM #FM-17: The Committee recommends we approve the 3-year contract with Control Solutions for maintenance on the HVAC systems in the amount of \$900.00 in 2020 from line item 101-958-803.003 and \$1,065.00 to be paid in January 2021, as presented.

ACTION ITEM #FM-18: The Committee recommends we approve the 2020 Northern Michigan Counties Association Dues (NMCA) in the amount of \$75.00 with monies to be paid out of line item #101-999-902 and to authorize the Treasurer to make the necessary budget adjustment by reducing the Contingency line item 101-941-998 by \$75.00, as presented.

ACTION ITEM #FM-19: The Committee recommends we approve the BKV group Invoice #54822 in the amount of \$7,998.60 for the new Jail with Monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

ACTION ITEM #FM-20: The Committee recommends we approve the Huron Engineering Invoice #3819 in the amount of \$155.00 for the new Jail with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

Moved by Commissioner McRoberts and supported by Commissioner Fournier to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

### **Jail Tracker Monthly Bill**

Commissioner Fournier requested that the Jail Tracker monthly bill item in the IT Adhoc Committee meeting minutes of August 12, 2020 be pulled for discussion. Commissioner Thomson gave an update reporting the Sheriff's Office monies from the sale of the generators, which were sold as they were no longer in use, was placed in the General Fund for purchases they needed for drive space, and any other items they needed and the IT Director had enough monies in his line item to cover the cost of the Jail Tracker bill.

**POLL #1 – Sheriff’s Office FY2020 CVES Funding Grant Application**

Chairman Adrian presented the following POLL Action Item for approval.

**POLL Action Item #1: Recommendation to approve the Sheriff’s Office request to submit FY2020 Coronavirus Emergency Supplemental Funding Grant Application in the amount of \$36,448.12 with no County match. The deadline to submit the application is due Friday, August 14, 2020. This has Grant Review Committee approval.**

Moved by Commissioner Peterson and supported by Commissioner Karshnick to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

**POLL #2 – Probate’s Office FY2020 CVES Funding Grant Application**

Chairman Adrian presented the following POLL Action Item for approval.

**POLL Action Item #2: Recommendation to approve the Probate's Office request to submit FY2020 Coronavirus Emergency Supplemental Funding Grant Application in the amount of \$13,013.26 with no County match. (This is a reimbursement Grant and must spend first and then submit for reimbursement) The deadline to submit the application is due Friday, August 14, 2020. This has Grant Review Committee approval.**

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

**POLL #3 – Letter of Intent for FY2021 CVSF Grant Application**

Chairman Adrian presented the following POLL Action Item for approval.

**POLL Action Item #3: Recommendation to approve the Veterans Affairs Office submitting a Letter of Intent to apply for the FY21 County Veterans Service Fund Grant. The deadline to submit the Letter of Intent to the State is Friday, August 14, 2020.**

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

**POLL #4 – District Court FY2020 CVES Funding Grant Application**

Chairman Adrian presented the following POLL Action Item for approval.

**POLL Action Item #4: Recommendation to approve the District Court's request to submit FY2020 Coronavirus Emergency Supplemental Funding Grant Application in the amount of \$28,081.04 with no County match. The deadline to submit the Grant Application is Friday, August 14, 2020. This has Grant Review Committee approval.**

Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

**Resolution #20-20 – 2020 Winter Tax Rate Request**

Ted Somers, Equalization Director, presented the 2020 Winter Tax Rate Request Resolution #20-20 reporting that all other millage amounts remain the same.

**RESOLUTION #20-20**

**Dated: August 25, 2020**

**THE HONORABLE BOARD OF COMMISSIONERS:**

**RESOLUTION IMPOSING 2020 WINTER PROPERTY TAX LEVY PURSUANT TO PUBLIC ACT 357 OF 2004 AND NOTICE OF CERTIFICATION OF COUNTY ALLOCATED TAX LEVY AND LEVY OF THE 2020 WINTER PROPERTY TAX LEVY**

**WHEREAS, Alpena County is authorized under the General Property Tax Act, Public Act 206 of 1893, as amended to levy and collect County extra voted property taxes; and**

**BE IT FURTHER RESOLVED, that pursuant to Public Act 357 of 2004, the Alpena County extra voted tax shall be levied and collected on December 1, 2020 at a rate, allocated after application of the “Headlee” millage reduction fraction, of 4.7600 mills.**

**BE IT FURTHER RESOLVED, that the Treasurer of each City and Township in Alpena County is directed to account for and deliver the County extra voted tax collections for 2020 in accordance with the provisions of Public Act 357 of 2004; and**

**BE IT FURTHER RESOLVED, that the County of Alpena maximum authorized millage rate for Winter tax collection 2020 is 4.7600 mills, consisting of 0.7500 Library, 0.2500 Library, 1.5000 Ambulance, 1.0000 County Jail, 0.5394 Older Persons (1), 0.0106 Older Persons (2), 0.2100 Veterans Services, 0.5000 Recreational after application of the “Headlee” millage reduction fraction; and**

**BE IT FURTHER RESOLVED, that this Resolution constitutes certification of the levy of County extra voted on December 1, 2020 at a rate, allocated after application of the “Headlee” millage reduction fraction, of 4.7600 mills.**

**NOW, THEREFORE, BE IT RESOLVED that the total 2020 Winter millage rate for Alpena County of 4.7600 mills is hereby adopted; and**

**BE IT FURTHER RESOLVED that the 2020 Alpena County December levies shall be as follows:**

<b>Library</b>	<b>0.7500</b>	<b>Levied December 1, 2020</b>
<b>Library</b>	<b>0.2500</b>	<b>Levied December 1, 2020</b>
<b>Ambulance</b>	<b>1.5000</b>	<b>Levied December 1, 2020</b>
<b>County Jail</b>	<b>1.0000</b>	<b>Levied December 1, 2020</b>
<b>Older Persons 1</b>	<b>0.5394</b>	<b>Levied December 1, 2020</b>
<b>Older Persons 2</b>	<b>0.0106</b>	<b>Levied December 1, 2020</b>
<b>Veterans Services</b>	<b>0.2100</b>	<b>Levied December 1, 2020</b>
<b>Recreational</b>	<b>0.5000</b>	<b>Levied December 1, 2020</b>
<b>Total :</b>	<b>4.7600</b>	

**BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this resolution by first-class mail to the Clerk and Treasurer of each City and Township in Alpena County, and**

**BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk be authorized to sign the form L-4029 for Winter 2020 Tax Rate Request with the above mentioned millage rates, and**

**WHEREAS, The County Revenue will be reduced due to the State distribution to Alpena County of the Convention Facility and Health and Safety Facility payment, and**

**NOW THEREFORE BE IT HEREBY RESOLVED, that this Resolution be adopted by the Alpena County Board of Commissioners, at the regular meeting on August 25, 2020.**

Moved by Commissioner McRoberts and supported by Commissioner Fournier to approve above Resolution# 20-20 as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, McDonald, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

**Equalization L-4029 Tax Rate Request Form**

Ted Somers, Equalization Director, presented the L-4029 Tax Rate Request Form for approval.

**ACTION ITEM #6: Recommendation to approve L-4029 Tax Rate Request Form and to authorize the Chairman of the Board and County Clerk to sign.**

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

### **Change Order for new Airport Terminal**

Steve Smigelski, Airport Manager, reported that there will be a Change Order Request for the MDOT Contract No. 210-8509-102 with monies that will be credited to the Airport in the amount of \$36,922.59 to line item #481-595-975 for the new Airport Terminal. Steve informed the board that this will be brought back to the Airport Committee at their next meeting for discussion and will bring a recommendation to the Finance Committee meeting next month in September for approval to the Full Board.

**ACTION ITEM #7: Recommendation to approve the RS&H Change Order Request (MDOT Contract No. 210-8509-102) in the amount of \$36,922.59 with monies credited to line item #481-595-975 for the new Airport Terminal.**

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

### **FY21 CVR Grant Renewal Application**

Kristen Fries, Crime Victim Assistance Coordinator, presented the FY21 Crime Victim Rights Grant Renewal Application for approval.

**ACTION ITEM #8: Recommendation to approve the Prosecutor's Office request to submit the DHHS FY21 Crime Victim Rights Grant Renewal Application (10.01.20/09.30.21) for the Prosecutor's Office in the amount of \$76,186.00 with no County match. This has Grant Review Committee approval.**

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

### **FY21 Veterans Service Fund Grant Renewal Application**

Dan Perge, Veterans Assistant Counselor, presented the FY21 Veterans Affairs Service Fund Grant Renewal Application for approval.

**ACTION ITEM #9: Recommendation to approve the FY21 Veterans Affairs Service Fund Grant Renewal Application in the amount of \$31,900 as presented. This has Grant Review Committee approval.**

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



## **Sheriff's Office Recognition of Three Corrections Staff Members**

Sheriff Steve Kieliszewski recognized three Corrections Officers Travis Marciniak, Kevin Morgan and Jacob Delekta and congratulated them on a job well done.

## **Animal Control Storage Building**

Deputy Michelle Reid, Sheriff's Office Animal Control Officer, presented the bid recommendation from Northstar Storage Building from Mio in the amount of \$6,520.00 which includes no cost for delivery. Michelle informed the board that she will try to find someone who may donate the concrete and that the Animal Control Shelter will be in compliance with the Michigan State Standards.

**ACTION ITEM #10: Recommendation to purchase a 12x24 storage building for the Animal Control shelter from Northstar Storage Barns LLC out of Mio for \$6,520.00 with monies to be taken from line item #101-430-995.000 as presented, and a budget adjustment of \$10,000.00 be added to the Animal Control donation line item.**

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

## **Northern Lights Arena**

Chairman Adrian presented a NLA update reporting that the Northern Lights Arena Committee members and staff met with several Youth & Recreation members to look over things and answer questions. Discussion to look at the terms of the bond and it was suggested it would not be worth it to refinance. The Finance Committee will look at the Ameresco bills and discuss with the NLA Adhoc Committee and come back to the board with their recommendation.

## **New Jail Construction Update**

Commissioner Bill Peterson gave an update of the status of the new Jail Construction reporting the Jail Committee met today and the project is about 80% complete. The Jail Committee reports the project is moving along nicely and they are hoping to have the Sheriff and his crew in the building by the end of this year and move Corrections in by January 2021.

## **CDBG Cares Funding Grant**

Chairman Robert Adrian presented information on the CDBG (Community Development Block Grant) Cares Funding Grant he has been working on with Finance Chair Bill Peterson and Commissioner Marty Thomson. Chairman Adrian reported they are in the process of working through getting the application done and a Resolution prepared to present to the Finance Committee and Full Board.

## **Special Board Meeting**

Chairman Adrian announced that a Special Full Board meeting would be held for the

purpose of the Cares Resolution and interviews to fill a Commissioner vacancy.

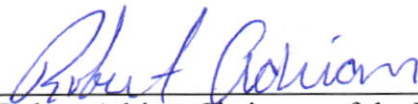
**Public Comment**

None.

**Adjournment**

Moved by Commissioner McRoberts and supported by Commissioner Thomson to adjourn. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Peterson, Fournier, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

The meeting adjourned at 2:10 p.m.



---

Robert Adrian, Chairman of the Board



---

Bonnie Friedrichs, County Clerk

llb