

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
Full Board Meeting Minutes  
Tuesday, December 17, 2024 – 1:00 p.m.  
Howard Male Conference Room/Zoom Room**

**CALL TO ORDER**

The Alpena County Board of Commissioners met and was called to order by Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, December 17, 2024, at 1:00 p.m.

**PRAYER**

Prayer was offered by Pastor Warren Hoffman of Huron Shore Fellowship.

**PLEDGE OF ALLEGIANCE**

Chairman Kozlowski 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: Bill LaHaie, District #1; Dan Ludlow, District #2; Lucille Bray, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Burt Francisco, District #6; Travis Konarzewski, District #7; and John Kozlowski, District #8.

**AGENDA**

Moved by Commissioner Fournier and supported by Commissioner LaHaie to adopt the agenda with the following additions: 1) FOIA Appeal and 2) Commissioner Fournier with County Administrator Discussion as presented. Motion carried.

**PUBLIC COMMENT**

None.

## CONSENT CALENDAR

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) **Finance Ways & Means Committee Meeting Minutes – December 10, 2024**

Moved by Commissioner Francisco 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 LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

## BILLS TO PAY

Clerk Keri Bertrand presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$30,690.98	\$30,690.98

Moved by Commissioner Fournier and supported by Commissioner Bray to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

## HOME IMPROVEMENT PROCEDURAL GUIDELINES

Home Improvement Director Nicki Janish presented updated Home Improvement Program Procedural Guidelines for review and approval.

Moved by Commissioner Peterson and supported by Commissioner Ludlow to approve the updated Home Improvement Procedural Guidelines as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #3: Recommendation to approve the updated Home Improvement Program's Procedural Guidelines to be submitted to MSHDA for its CDBG Program Income Emergency's Repair Program as presented.**

## HOME IMPROVEMENT PROJECT #EM 23-01

Home Improvement Director Janish presented Home Improvement Project #EM 23-01 for review and approval. Any project more than \$15,000 needs to come before the board for approval.

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve Home Improvement Project #EM 23-01 as presented. Roll call vote was taken: AYES: Commissioners LaHaie,

Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #4: Recommendation to approve Home Improvement Project #EM 23-01 with an estimated total project cost of \$20,000 as presented. Homeowner meets all eligibility requirements to receive assistance.**

#### **HOME IMPROVEMENT PROJECT #EM 23-11**

Home Improvement Director Janish presented Home Improvement Project #EM 23-11 for review and approval.

Moved by Commissioner Konarzewski and supported by Commissioner Francisco to approve Home Improvement Project #EM 23-11 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #5: Recommendation to approve Home Improvement Project #EM 23-11 with an estimated total cost of \$26,000 as presented. Homeowner meets all eligibility requirements to receive assistance.**

#### **FY25 MARIHUANA GRANT RENEWAL APPLICAITON**

County Administrator Jesse Osmer presented the FY25 Marihuana Grant Renewal Application for review and approval.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to approve the FY25 Marihuana Grant Renewal Application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #6: Recommendation to approve the FY25 Marihuana Operation and Oversight Grant Renewal Application for the District Health Department #4 in the amount of \$15,539 with no County match and authorize the County Administrator to sign all pertaining documentation as presented.**

#### **FOIA APPEAL**

Administrator Osmer presented a FOIA appeal before the board. The initial FOIA request was for personnel information for a former employee of the Sheriff's Office and was denied due to law enforcement agencies being exempt. The request was very broad with no specific documentation requested and deemed not in the best interest of the public to release the information.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to deny the FOIA appeal as presented. Motion carried.

### **2025 MEETING DATES**

Chair Kozlowski presented 2025 meeting dates for the Personnel Committee; Facilities, Capital & Strategic Planning Committee; Courts & Public Safety Committee; Finance, Ways & Means Committee; and Regular Full Board.

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to approve the 2025 meeting dates as presented. Motion carried.

**ACTION ITEM #7: Recommendation to approve the 2025 Board of Commissioners' meeting dates as presented.**

### **REPORTS OF REGULAR COMMITTEES**

**Facilities, Capital & Strategic Planning Committee Update** – Meeting was cancelled due to lack of agenda items.

**Airport Committee Update** – Meeting was cancelled due to weather.

### **T-HANGAR GRANT APPLICATION**

Airport Manager Steve Smigelski presented an MDOT Grant Application for the construction of 2 ten-unit T-Hangars for review and approval. The new T-Hangars will generate a revenue stream for the airport of \$48,000 annually at full occupancy.

Moved by Commissioner Ludlow and supported by Commissioner Peterson to approve the MDOT Grant Application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #8: Recommendation to approve the MDOT Aeronautics Grant Application in the amount of \$90,200 with an organizational match of \$2,255 and a county match of \$2,255 for the construction of 2 ten-unit T-Hangars and to authorize the Chairman of the Board to sign all pertaining documentation as presented.**

Steve gave a brief update on the airport reporting 827 enplanements for November and anticipates a change in the flight schedules for January.

**Courts & Public Safety Committee Update** – Meeting was cancelled due to lack of agenda items.

**Personnel Committee Update** – Chair Fournier reported interviews were conducted and Committee recommendations were made.

### **OTHER BOARDS & COMMISSIONS**

District #1: Commissioner Bill LaHaie gave an update on the following boards/commissions he represents:

**Road Commission** – Things are going well at the Road Commission. They are in the process of buying gravel and new blades for the trucks and the fund balance is good.

District #2: Commissioner Dan Ludlow gave an update on the following boards/commissions he represents:

**HUNT** – No meeting.

**NEMCOG** – Meeting is December 19<sup>th</sup>.

**NEMCSA** – Updates on projects and finances are good.

District #3: Commissioner Lucille Bray gave an update on the following boards/commissions she represents:

**Thunder Bay Transportation** – Meeting was postponed.

**Planning Commission** – Meeting is December 19<sup>th</sup>.

District #4: Commissioner Bill Peterson gave an update on the following boards/commissions he represents:

**Montmorency Oscoda Alpena (MOA) Landfill Authority** – Commissioner Francisco reported the injection well has saved about \$900,000 and three of the board members are leaving.

**Target** – Next meeting is in January.

District #5: Commissioner Brenda Fournier had nothing to report.

District #6: Commissioner Burt Francisco had no new meetings to report on since the last November update.

District #7 Commissioner Travis Konarzewski had nothing to report.

District #8 Commissioner John Kozlowski gave an update on the following boards/commissions he represents:

**NE MI Consortium** – Meeting was cancelled.

**DARE/TEAMS** – No meeting.

**Northeast Michigan Materials Management Authority (NMMMA)** – Discussion was made regarding the bonding process for NMMMA. More information will follow.

### **COMMISSIONER BURT FRANCISCO TRIBUTE**

Chair Kozlowski recognized Commissioner Burt Francisco for his service to Alpena County as this is his last year as a County Commissioner. A framed tribute was read aloud and presented to Commissioner Francisco, and he was thanked for his work and dedication to the community.

### **COUNTY ADMINISTRATOR**

Commissioner Fournier presented discussion to pay the County Administrator a one-time stipend in the amount of \$4,100 to be paid on December 20, 2024. Clerk Keri Bertrand inquired about the December 20<sup>th</sup> date as the normal payroll would fall on December 27<sup>th</sup>.

Moved by Commissioner Fournier and supported by Commissioner Ludlow to approve a one-time stipend for the County Administrator in the amount of \$4,100 to be paid on December 27, 2024, as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #9: Recommendation to approve a one-time stipend for the County Administrator in the amount of \$4,100 to be paid on December 27, 2024, as presented.**

### **PUBLIC COMMENT**

None.

### **CLOSED SESSION**

The board went into closed session at 2:00 p.m. for discussion on Union Negotiations. Session opened at 2:33 p.m. All members present.

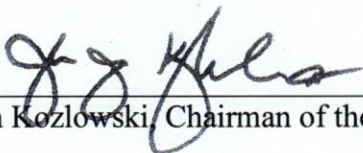
**DISTRICT COURT POSITION**


Moved by Commissioner Fournier and supported by Commissioner Francisco to approve 88<sup>th</sup> District Court fill the existing 5<sup>th</sup> Clerk position as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #10: Recommendation to approve the 88<sup>th</sup> District Court filling the existing 5<sup>th</sup> Clerk position as presented.**

**ADJOURNMENT**

Moved by Commissioner Francisco and supported by Commissioner Ludlow to adjourn the meeting. Motion carried. The meeting was adjourned at 2:34 p.m.

  
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John Kozlowski, Chairman of the Board

  
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Keri Bertrand, County Clerk

kvm