

**FINANCE WAYS & MEANS COMMITTEE
MEETING MINUTES**

Tuesday, December 9, 2025 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Board Chairman
Bill Peterson, Vice Chair/Finance Chair, excused
William LaHaie
Dan Ludlow
Lucille Bray
Brenda Fournier
Todd Britton
Travis Konarzewski, excused

Others Present: Keri Bertrand, County Clerk
Jesse Osmer, County Administrator
Cindy Cebula, County Treasurer
Jennifer Mathis, Deputy County Administrator
Undersheriff Cash Kroll
Kim Elkie, Central Dispatch Director

CALL TO ORDER

Board Chairman John Kozlowski called the meeting to order at 9:30 a.m.

ROLL CALL

Roll call was taken: All committee members present except Commissioners Peterson and Konarzewski, excused.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ADOPT AGENDA

Moved by Commissioner LaHaie and supported by Commissioner Britton to adopt the agenda with removal of 1) Reassignment of Airport Lease and 2) Thunder Bay Transportation Authority Articles of Incorporation. Motion carried.

PUBLIC COMMENT

None.

BILLS TO PAY

INFORMATION ITEM: Chairman Kozlowski presented the bills to pay for approval.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$99,859.11	\$99,859.11

Moved by Commissioner Fournier and supported by Commissioner Bray to approve paying the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

COUNTY TREASURER MONTHLY REPORTS

Treasurer Cindy Cebula presented the monthly financial reports for November 2025.

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to approve receiving and filing the monthly Treasurer's reports for November 2025 as presented. Motion carried.

HOMELESSNESS IN ALPENA COUNTY

Sunrise Mission Director Michelle Bailey reported there are misconceptions about what Sunrise Mission does and doesn't do. They are a 100% donor-funded homeless and domestic violence shelter. In January they will be celebrating 40 years of service to our community. They are focused on breaking the cycle of homelessness and domestic violence. The shelter is open 24/7 and the guests they serve are primarily native to Alpena and Alpena County. They shelter families and children as well as single adults and there are few shelters in the state of Michigan that are equipped and have the capacity to shelter families and children. They work with everyone on a case-by-case basis with each individual working towards finding solutions and a life plan while they are in their 80-day program.

Currently, the shelter is running at their maximum capacity of 33 individuals per day. Director Bailey would like to work with local government to obtain a much larger facility with the intention of keeping it focused on our community members.

Discussion was made about the obstacles and risks of operating a shelter. Chair Kozlowski thanked Director Bailey for taking the time to come in and discuss this issue.

BUDGET ADJUSTMENTS

1) 911 – Central Dispatch Director Kim Elkie presented a 911 budget carryover request for review and approval.

Moved by Commissioner Bray and supported by Commissioner Ludlow to recommend approval of the 911 budget carryover as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #3: The Committee recommends approval to carryover \$18,000 Ambulance Fund expenditures (261-325-970.003) and \$68,435 Maintenance-TeleRAD (261-325-820.002) budgeted and not spent in 2025 to the same line items in the 2026 budget as presented.

2) Animal Control – Undersheriff Cash Kroll presented a budget transfer request for review and approval.

Moved by Commissioner Bray and supported by Commissioner Britton to recommend approval of the Undersheriff's budget transfer as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #4: The Committee recommends approval of the Sheriff's Office budget adjustment request to transfer \$10,000 from line item 101-430-702.000 Shelter Techs to line item 101-430-801.001 Veterinary Services as presented.

MOTION TO RISE & REPORT

FUNDING FOR TEMPORARY HOMELESS SHELTER

County Administrator Jesse Osmer reported the Center for Charity declined the offer that was made last week regarding use of the Merchant's Building. In the meantime, he met with a small group from Trinity Episcopal Church and discussed more of a volunteer standpoint separate from the stakeholders and

individuals that are already involved in these facilities. He will be meeting with that group again this week and with City Manager Rachel Smolinski who runs the meetings with the stakeholders.

REMAINING 2025 BILLS AND BUDGET ADJUSTMENTS

Administrator Osmer reported that 4th quarter adjustments would normally be made after January 1st, but our auditor is asking that those adjustments be made prior to January 1st. The board would approve what would be considered an end-of-the year budget taking any expenditures that might be over and filling them with additional revenues that may come in that budget to balance it out.

Moved by Commissioner Fournier and supported by Commissioner LaHaie to approve the Treasurer, Clerk, and County Administrator to work in conjunction to create an end-of-the-year budget as presented. Motion carried.

ACTION ITEM #5: Recommendation to approve the Treasurer working in conjunction with the County Clerk, and County Administrator create an end-of-the-year budget to be adopted prior to the closing of business on January 29th by the board which would be by way of the Chairman's approval and signature as presented.

Administrator Osmer presented a request for the board to approve the Treasurer to pay any remaining bills that come in between the last meeting and the organizational meeting.

Moved by Commissioner Fournier and supported by Commissioner LaHaie to approve authorization of the County Treasurer to pay all remaining bills for 2025 and make any remaining budget adjustments as presented. Motion carried.

ACTION ITEM #6: Recommendation to authorize the Treasurer to pay all remaining bills for 2025 and to make any remaining budget adjustments for 2025 after final adjournment for 2025 as presented.

CONSENT CALENDAR

Board Chairman John Kozlowski presented the consent calendar for approval:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – November 25, 2025 (*Minutes only)**
- B) **Personnel Committee Meeting Minutes – December 2, 2025**

ACTION ITEM #PC-1: The Committee recommends approval of the amended job description for the Emergency Manager as presented.

ACTION ITEM #PC-2: The Committee recommends approval to appoint/reappoint the following individuals to the respective boards and commissions:

- Jennifer Graham – Library Board – Term (01/01/26 – 12/31/30)
- Barbara Cornell – Dept of Health & Human Services – Term (01/01/26 – 12/31/28)
- Kevin Osbourne – Planning Commission (Transportation, Public Works and Safety) – Term (01/01/26 – 12/31/28)

- Chuck LeFebvre – Planning Commission (Agriculture, Forestry, and Land Use) – Term (01/01/26 – 12/31/28)
- Amanda Birch – Planning Commission (Community and Economic Development) – Term (01/01/26 – 12/31/28)
- Amanda Birch – Opioid Remediation Fund Steering Committee – Term (01/01/26 – 12/31/26)
- Charles Hein – Road Commission – Term (01/01/26 – 12/31/31)
- Cameron Augustyn – Road Commission – Term (01/01/26 – 12/31/31)

Moved by Commissioner Ludlow and supported by Commissioner LaHaie to approve the Consent Calendar as listed above and filing of all reports as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

POLL VOTE: CENTER OF CHARITY

Administrator Osmer asked that the board reverse the approved poll vote since the offer to the Center of Charity was declined.

Moved by Commissioner Britton and supported by Commissioner Bray to reverse the Center of Charity poll vote as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #9: Recommendation to reverse the approved Center for Charity poll vote as they declined the offer as presented.

POLL VOTE ACTION ITEM #1: Recommendation to approve the following:

1. To create an ad hoc committee on "the December Project", consisting of the following individuals: John Kozlowski, Lucille Bray, and Tood Britton.
2. To authorize County Administrator Jesse Osmer to create and execute an agreement to meet the intended goal as expressed.
3. To allow use of the Merchant's Building from November 26 (or soon after) through December 31 at midnight.
4. To permit a lock being added to the kitchen door, and a lock box around the thermostat at the Merchant's Building.
5. To release \$15,000 from the line items listed; and for the Treasurer to be able to create line items and make the transfers or adjustments as required to accomplish this task.
 - 101-200-934.000 (Vehicle Maintenance) @ \$3,300.
 - 101-200-801.000 (Professional Services) @ \$2,000.
 - 101-253-901.001 (Vet Commissions) @ \$3,000.
 - 101-941-955.000 (Contingency) @ \$6,700.

Roll call vote was taken: AYES: Commissioners Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

Vote needed from Commissioner LaHaie.

CORRESPONDENCE

Chairman Kozlowski presented two emailed correspondences one relating to the Boys and Girls Club opening as a homeless shelter.

Chairman Kozlowski presented a thank you for proclaiming November as Family Court Awareness Month.

Chairman Kozlowski presented a letter from Northeast Michigan Community Mental Health Authority Board Chair Eric Lawson asking Lynnette Grzeskowiak be reappointed for another three-year term on their board. Ms. Grzeskowiak's current term expires March 31, 2026.

Moved by Commissioner Fournier and supported by Commissioner Britton to approve the reappointment of Lynette Grzeskowiak to the Northeast Michigan Community Mental Health Board as presented. Motion carried.

ACTION ITEM #10: Recommendation to reappoint Lynette Grzeskowiak to the Northeast Michigan Community Mental Health Board for a three (3) year term beginning 04/01/2026 and ending 03/31/2029 as presented.

PUBLIC COMMENT

Sunrise Mission Director Michelle Bailey asked the board to please consider helping them obtain a building that facilitates not only our community's need currently, but what's coming.

CLOSED SESSION

The board went into closed session at 10:18 a.m. for a personnel matter and opened session at 10:47 a.m. Roll call was taken. All members present except Commissioners Peterson and Konarzewski, excused.

OTHER DISCUSSION

Chairman Kozlowski announced he would be willing to put his name in again next year for Chairman of the Board and speak with each commissioner to discuss which committees they would like to be a part of next year.

Commissioner Fournier announced she would like to put her name in for Vice Chair of the Board.

Administrator Osmer reported there is a new committee that may be formed dealing with contracts and grants. The auditor noted that we needed more reports from those individuals and for us to keep track of the progress as the grant is being used as well as a lot of contracts that need negotiation of new pricing.

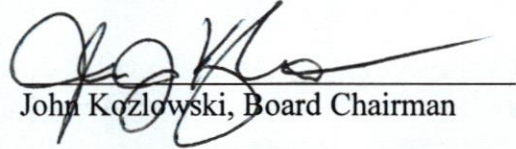
Administrator Osmer spoke with a parliamentarian attorney who recommended as we are at four-year terms, going into a two-year cycle for county leadership as well as committee assignments. This could begin to take effect in 2027.

Chairman Kozlowski recommended that the committee chairs speak with their committee members to determine the dates and times that work best for them.

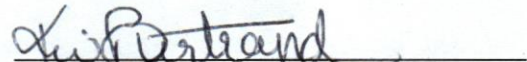
Commissioner Bray reported that she has been asked to be appointed as Deputy Clerk out of Presque Isle Township and should not cause any conflicts of interest.

ADJOURNMENT

Moved by Commissioner LaHaie and supported by Commissioner Bray to adjourn the meeting. Motion carried. The meeting was adjourned at 10:54 a.m.



John Kozlowski, Board Chairman



Keri Bertrand, County Clerk

kvm