

Finance Committee Meeting
MINUTES
Wednesday, August 18, 2021 - 9:30 a.m.
Howard Male Conference Room/Zoom Room

COMMISSIONERS PRESENT: Bill Peterson, Chair
Don Gilmet
Dave Karschnick
Brenda Fournier
John Kozlowski
Robert Adrian, guest
Marty Thomson, guest

OTHERS PRESENT: Mark Hall, Emergency Services Coordinator
Steve Mousseau, IT Director
Tammy Sumerix-Bates, Executive Manager
Lynn Bunting, Board Assistant
Undersheriff Erik Smith
Kim Ludlow, Treasurer
Bonnie Friedrichs, Clerk
Wes Wilder, Maintenance Superintendent
Sgt. JP Ritter, Sheriff's Office
Mark Becmer, Region 7 Coordinator (on zoom)
Cynthia Muszynski, Prosecuting Attorney
William Rings, Prosecutor's Office

MEDIA PRESENT: Bruce Johnson, WATZ
Phil Heimerl, True North Radio

INFORMATION ITEM: Bonnie Friedrichs, County Clerk presented bills to pay.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$ 42,314.92	\$ 42,314.92

Moved by Commissioner Kozlowski and supported by Commissioner Gilmet to pay all bills as submitted. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski, Fournier, Karschnick and Peterson. NAYS: None. Motion carried.

INFORMATION ITEM: Clerk Bonnie Friedrichs presented the employee benefit fair request. Discussion to move to Full Board. Moved by Commissioner Gilmet and supported by Commissioner Fournier to recommend the below Action Item at the August 31, 2021 Full Board meeting. Motion carried.

**ACTION ITEM #1: The Committee recommends we approve the
Employee Benefit Fair request from the County Clerk to close offices**

on October 25, 2021 from 8:00 a.m. to 9:00 a.m. so that employees may attend.

INFORMATION ITEM: Mark Hall, Emergency Services Coordinator, presented the transfer of ownership and title request for the ACS (alternate care site) Trailer from Mark Becmer, Region 7 Healthcare Coordinator. Bonnie reported the trailer is in the fixed assets and that there will be no loss on the asset list as there is depreciation of 10 years. Mark informed the committee that the State would like ownership of the trailer and the County would still have access to the trailer. Moved by Commissioner Karschnick and supported by Commissioner Fournier to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski, Fournier, Karschnick and Peterson. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends we approve the transfer of ownership and title from Alpena County as requested from Mark Becmer, Region 7 Healthcare Coalition Coordinator, for the ACS (alternate care site) trailer known as the ACC (Alternate Care Center) to the State of Michigan as presented.

INFORMATION ITEM: Undersheriff Erik Smith presented the Secondary Road Patrol Grant Application 2021/2022 for approval. Moved by Commissioner Gilmet and supported by Commissioner Karschnick to recommend the below Action Item. Motion carried.

ACTION ITEM #3: The Committee recommends we approve the 2021/2022 Secondary Road Patrol Grant Application (10.01.21/09.30.22) for the Sheriff's Office in the amount of \$96,749.16 with an Organizational match of \$27,744.00 and a County match of \$69,005.16 and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval. The application deadline is September 1, 2021.

INFORMATION ITEM: Undersheriff Smith also presented the Thunder Bay Junior High Liaison Contract reporting that there were a couple of errors found in the contract and he will contact the Alpena Public Schools to update and resend. Moved by Commissioner Karschnick and supported by Commissioner Fournier to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski, Fournier, Karschnick and Peterson. NAYS: None. Motion carried.

ACTION ITEM #4: The Committee recommends we approve the Thunder Bay Junior High Liaison Contract (07.01.21/06.30.22) with Alpena Public Schools and Charter Township of Alpena who will each share 1/3 of the cost of this position (\$26,443.33 each annually). The County's share 1/3 of the cost of this position will be \$26,443.33 annually. The Sheriff's Office will bill on a quarterly basis. This has attorney review.

INFORMATION ITEM: Sgt. JP Ritter, Sheriff's Office, presented the Bid recommendation for the Sheriff's Office 2021 Uniforms from NYE Uniform and presented the action item below for approval (attachment #1). Moved by Commissioner Fournier and supported by Commissioner

Gilmet to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski, Fournier, Karschnick and Peterson. NAYS: None. Motion carried.

ACTION ITEM #5: The Committee recommends we accept the uniform bids from NYE Uniform for the Sheriff's Office per union contract and budgeted for 2021.

INFORMATION ITEM: Sgt. Ritter presented the Operation Stonegarden Grant Application/Agreement FY21/24 for approval. Moved by Commissioner Karschnick and supported by Commissioner Kozlowski to recommend the below Action Item. Motion carried.

ACTION ITEM #6: The Committee recommends we approve the FY21/24 Operation Stonegarden Grant Application/Agreement (10.01.21/07.31.24) in the amount of \$157,089.64 with no County match and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval.

INFORMATION ITEM: Sgt. Ritter presented the MDNR ORV Grant Application 2021/2022 for approval. Moved by Commissioner Gilmet and supported by Commissioner Fournier to recommend the below Action Item. Motion carried.

ACTION ITEM #7: The Committee recommends we approve the MDNR ORV Grant Application 2021/2022 (10.01.21/09.30.22) in the amount of \$11,847.50 with no County match and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval.

INFORMATION ITEM: Sgt. Ritter presented the MDNR Snowmobile Grant Application 2021/2022 for approval. Moved by Commissioner Karschnick and supported by Commissioner Gilmet to recommend the below Action Item. Motion carried.

ACTION ITEM #8: The Committee recommends we approve the MDNR Snowmobile Grant Application 2021/2022 (10.01.21/04.30.22) in the amount of \$10,178.00 with an Organizational match of \$8,651.30 and a County match of \$1,526.70 and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval.

INFORMATION ITEM: Personnel Chair Marty Thomson reported the Personnel Committee met on August 10, 2021 and recommend to the Finance Committee to pay Wes Wilder, Maintenance Superintendent, pay for extra duties as Fairgrounds Caretaker. Commissioner Thomson reported that Wes resigned May 31, 2021 and continues to assist with the Fairgrounds Caretaker job duties. Moved by Commissioner Gilmet and supported by Commissioner Karschnick to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Fournier, Karschnick and Peterson. NAYS: Commissioner Kozlowski. Motion carried.

ACTION ITEM #9: The Committee recommends we approve Wes Wilder receive \$41.00/day for extra duties as Fairgrounds Caretaker retroactive to June 1, 2021 until the position is filled or the issue is resolved another way.

INFORMATION ITEM: Finance Chair Bill Peterson presented the Youth & Recreation Committee Per Diem Request from Tom Heise. Clerk Friedrichs reported Tom Heise failed to notify in writing that he was not receiving per diem pays in 2021 and informed the committee that Tom Heise still has not filled out the required forms for the Clerk's Office. Moved by Commissioner Peterson and supported by Commissioner Gilmet to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski, Fournier, Karschnick and Peterson. NAYS: None. Motion carried.

ACTION ITEM #10: The Committee recommends we approve the request from Tony Suszek, Chair of Youth & Recreation Committee, for an exception to policy for Tom Heise to receive Youth & Recreation Per Diem pay from January 1, 2021 to present if the required paperwork is filled out and completed in the Clerk's Office within the next 30 days.

INFORMATION ITEM: Finance Chair Peterson presented the Montmorency-Oscoda-Alpena Landfill Authority CFO Letter for approval. Moved by Commissioner Peterson and supported by Commissioner Karschnick to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Kozlowski, Fournier, Karschnick and Peterson. NAYS: None. Motion carried.

ACTION ITEM #11: The Committee recommends we approve the Montmorency, Oscoda, Alpena Landfill Chief Financial Officer Letter, and all pertaining documents upon attorney approval and authorize the Chairman of the Board to sign all pertaining documents

INFORMATION ITEM: Finance Chair Peterson presented the Child Care Fund's monthly report for the month of July 2021 (attachment #2) for Janelle Mott as she was not available.

INFORMATION ITEM: Cynthia Muszynski, Prosecuting Attorney, presented the Crime Victim Rights Navigator Pilot Program Grant Application for 2022 for approval reporting this is a grant funded position. Moved by Commissioner Gilmet and supported by Commissioner Kozlowski to recommend the below Action Item. Motion carried.

ACTION ITEM #12: The Committee recommends we approve the 2022 Crime Victim Rights Navigator Pilot Program Grant Application (10.01.21/09.30.22) for the Prosecutor's Office in the amount of \$60,000.00 with no County match and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval.

INFORMATION ITEM: Cynthia presented the Crime Victim Rights Grant Application for 2022 for approval. Moved by Commissioner Fournier and supported by Commissioner Gilmet to recommend the below Action Item. Motion carried.


ACTION ITEM #13: The Committee recommends we approve the 2022 Crime Victim Rights Grant Application (10.01.21/09.30.22) for the Prosecutor's Office in the amount of \$74,386.00 with no County match and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval.

INFORMATION ITEM: Kim Ludlow, County Treasurer, presented the monthly Treasurer's report for July 2021. The budget should be at 58.20%. Revenues are at 45.84% and expenditures are at 56.21%.

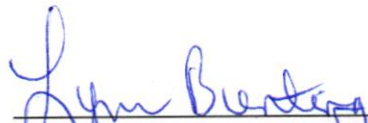
INFORMATION ITEM: Treasurer Ludlow also presented the budget process for 2022 requesting the commissioners clarify before she sends out the memo to the Department Heads for the 2022 Budget requests. The Committee advised the treasurer to proceed with the memo to the Department Heads regarding the budget as presented.

INFORMATION ITEM: Commissioner Bob Adrian informed the committee that he spoke with Consultant Phil Straley regarding the first report due in August for the ARPA monies and recommends a meeting be held with the clerk and the treasurer. Commissioner Adrian reported he will schedule a meeting.

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

 8-20-21

Bill Peterson, Finance Chairman


Lynn Bunting, Board Assistant

llb



#1

ALPENA COUNTY SHERIFF'S OFFICE

Sheriff Steven J. Kieliszewski · 320 Johnson Street · Alpena, Michigan 49707
Phone (989) 354-9830 · Fax (989) 354-9867 · <https://www.alpenasheriff.com/>

August 12, 2021

2021 Uniform Bid

The Alpena County Sheriff's Office is recommending that we move forward with Nye Uniform for the 2021 Uniform Order.

Sgt. J.P. Ritter

Quote 786810

NYE UNIFORM EAST

1067 E. Long Lake Rd
 Troy, MI 48085
 Phone: (248) 554-0774

8/5/2021
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 Mat

BILL TO:
 Alpena Co Sheriff's Office
 4900 M-32 Hwy
 Alpena MI 49707

SHIP TO:
 Road

TERMS: NET 30

Ordered	Part Number	Description	Price	Total
2021 UNIFORM PRICES 10% OVERSIZE CHARGE FOR THE FOLLOWING SIZES: Shirts/Coats/Jackets/Raincoats/Polos - Size 2XL (18/18.5) & 3XL (19.5/20.5) Pants - Size 44 to 54 Mens / 20-24 Womens (2XL,3XL BDU Pants) Sizes Larger Than Above Will Be Priced As Needed				
Road				1,159.81
1	7990-9GTX Brn-Lrg-Rg	Gore-Tex Jacket With 32700 Liner	249.99	249.99
1	5410-9 Brn-Lrg-Rg	Soft Shell Jacket	99.99	99.99
1	32213-NYE-34-Reg	Pant With Brn Stripe/Right Sap/Flex	89.99	89.99
1	8362-Brn-Lrg-Reg	FlexRS Armorskin S/S Base Shirt	45.99	45.99
1	8361-Brn-Lrg-35	FlexRS Armorskin L/S Base Shirt	50.99	50.99
1	8360XP-Brn-Lrg-Reg	FlexRS Armor Skin XP Shirt Carrier	94.99	94.99
1	8972-Brn-Lrg-Reg	Poly/Rayon S/S Armor Skin Base Layer	41.99	41.99
1	8971-Brn-Lrg-35	Poly/Rayon L/S Armor Skin Base Layer	47.99	47.99
1	125-Black	Stocking Cap Blauer	17.99	17.99
1	HGH-Brn/Blk-7 1/8	Hankin Garrison Cap	104.99	104.99
1	26990-Blk/Ylw-Lrg-Rg	Reversible Raincoat-Long Style	129.99	129.99
Reflective Across Back 3" Letters: < SHERIFF >				
1	40-21U BW-32-Gold	Duty Belt-Black BW/Gold	50.99	50.99
1	77-83-4B	Safariland Double Ammo Pouch	37.99	37.99
1	88-21U BW-Gold	Cuff Case-Black BW/Gold	21.99	21.99
1	24-21U BW-Gold	Belt Keepers-Black BW/Gold	2.99	2.99
1	GC-BW	Glove Case-B/W	14.99	14.99
1	C501S-4 Let-Gold	Pair Custom Collar Brass-3/8"	31.99	31.99
PER PAIR PRICE				

PRICING ON THIS QUOTE IN EFFECT FOR 90 DAYS

Quote 786810

NYE UNIFORM EAST

1067 E. Long Lake Rd
 Troy, MI 48085
 Phone: (248) 554-0774

8/5/2021
 Page 2 of 3
 Mat

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1	J-1-Br Gold-CB	Name Bar-Brushed Gold/Clutch Back	11.99	11.99
1	J-6-Br Gold	Serving Since Attachment	11.99	11.99
Corrections				391.92
1	5913-1 Blk-Lrg-Reg	Ultra Duty Jacket	124.99	124.99
1	5410-1 Blk-Lrg-Rg	Soft Shell Jacket	99.99	99.99
1	F525250-Black-32-32	Mens Lightweight Tactical Rip Stop Pant	37.99	37.99
1	F531150-Blk-Lrg	S/S Lightweight Tactical Shirt	34.99	34.99
1	F531250-Blk-Lrg-Rg	L/S Lightweight Tactical Shirt	37.99	37.99
1	C501S-4 Let-Gold	Piece Custom Collar Brass-3/8"	31.99	31.99
PER PAIR PRICE				
1	J-1-Br Gold-CB	Name Bar-Brushed Gold/Clutch Back	11.99	11.99
1	J-6-Br Gold	Serving Since Attachment	11.99	11.99
Additions				58.48
1	Logo	Company Logo Embroidered	14.99	14.99
Embroidered Star Logo For Garments Purchased From Nye				
1	FE-G	Flag Emblem-Gold Border	1.99	1.99
No Charge To Sew On Patches For Garments Purchased From Nye				

PRICING ON THIS QUOTE IN EFFECT FOR 90 DAYS

NYE UNIFORM EAST

1067 E. Long Lake Rd

Troy, MI 48085

Phone: (248) 554-0774

Quote 786810

8/5/2021

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Mat

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Alpena Co Sheriff's Office
4900 M-32 Hwy
Alpena MI 49707

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Road

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1	SGT-Blk/Tan/Gold	Sgt Stripes Black/Tan/Gold	3.50	3.50
<div style="border: 1px solid black; padding: 2px; margin: 2px auto; width: 80%;"> Per Pair No Charge To Sew On Patches For Garments Purchased From Nye </div>				
1	Sap-R Side	Sap Pocket Right Side Seam	13.00	13.00
1	SILK-Back-Reflect	Silkscreen Across Back-Reflective	12.00	12.00
1	Gun-Right	Add Gun Pocket	13.00	13.00
1	Frt miso-	Freight Charges	0.00	0.00
<div style="border: 1px solid black; padding: 2px; margin: 2px auto; width: 80%;"> No Shipping Charges </div>				
Training				91.97
1	F5341-72-311 DGn-Lrg	I.C.E. S/S Performance Polo	33.99	33.99
1	F525250-Coyote-34-30	Mens Lightweight Tactical Rip Stop Pant	37.99	37.99
1	F5606-75-236-Lrg	Low Profile Tactical Belt	19.99	19.99

Sub Total	\$1,702.18
MI Sales T 6%	\$0.00
Total	\$1,702.18

ALPENA COUNTY BOARD OF COMMISSIONERS
BOARD ACTION #21

TO: County Clerk, County Treasurer, Sheriff's Office
FROM: Alpena County Board of Commissioners
SUBJECT: Seek Sealed Bids for 2021 Uniforms

BOARD ACTION:

ACTION ITEM #FM-11: The Committee recommends we authorize the Sheriff's Office to seek sealed bids for their 2021 Uniforms as presented.

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

This action was XX APPROVED DISAPPROVED

BY: Ayes: 8 Nays: 0 Excused: 0 Absent: 0 Abstaining: 0

Alpena County Board Chairman's Signature: Robert Adrian

Alpena County Board Vice-Chairman's Signature: _____

Date of the Board Meeting: June 29, 2021

#2

CHILD CARE BALANCE SHEET

Month: July, 2021

BEGINNING FUND BALANCE	\$291,966.01
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Revenue

MONTHLY APPROPRIATION FROM COUNTY GENERAL	\$20,833.34
DEPOSITS	\$40,474.43
* MONTHLY REVENUE TOTAL	\$61,307.77

Expenses

Monthly Expense Total	\$80,479.70
END OF THE MONTH BALANCE	\$272,794.08
Anticipated Audit Adjustments	

Revenue to date for August	\$23,943.81
Expenses to date for August	\$36,387.31
Anticipated Balance	\$260,350.58

*Jamela
Nett
8/16/2021*