

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE

DRAFT - MEETING MINUTES

Wednesday, December 7, 2022 – 9:00 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Don Gilmet, Chair
Brenda Fournier
Bill Peterson
Kevin Osbourne
Bob Adrian

Others Present: Mary Catherine Hannah, County Administrator
Kim MacArthur, Board Assistant
Wes Wilder, County Maintenance Superintendent
Chuck LeFebvre, Liaison
Catherine Murphy, Register of Deeds (zoom)
Lynn Bunting, Board Assistant (zoom)
Ted Somers, Equalization Director (zoom)
Keri Bertrand, Clerk (zoom)

CALL TO ORDER

Chair Don Gilmet called the meeting to order at 9:00 a.m.

ROLL CALL

All members present.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

APPROVE AGENDA

Chair Gilmet presented the agenda for approval. Moved by Commissioner Fournier and supported by Commissioner Osbourne to adopt the agenda as presented. Motion carried.

INFORMATION ITEM: Maintenance Superintendent Wes Wilder updated the Committee on the following projects:

1. Courthouse Sanitary Sewer: Sewer project is complete and lawn repair will need to be made next year. Money from project will be left over and will need to be carried to next year.
2. Courthouse Boiler Repair: Project is complete, and boiler is up and running.
3. Fairgrounds shed/tools for caretaker: All construction has been completed and tools have been purchased. Superintendent Wilder will also get a vehicle booster pack and an 8-foot ladder for the caretaker, will inventory tools, and have caretaker sign them out.

4. Restrooms at Fairgrounds: Block work may not be completed this year and will have to be done next year along with the fence work.
5. Tower Project for 911: Footings should be put in this month.
6. Courthouse & Annex Roofs: Both buildings are complete, and paperwork will be wrapped up soon.
7. Pool Water Flow Meter: On hold until next year.
8. Annex Restroom Improvements: Women's new partitions are up and walls and ceilings have been painted and lights will be changed to LED. Grab bars and a tilt handicapped mirror will also be installed. Men's bathroom is being started.
9. Fairgrounds Electrical Layout: Layout is almost complete. Superintendent Wilder brought a map created by the Equalization Department for the Committee to review.

INFORMATION ITEM: Superintendent Wilder presented the DHD#4 and Annex building flooring replacement bids for discussion. Motion was made by Commissioner Peterson and supported by Commissioner Fournier to recommend the action item below. Roll call vote was taken: AYES: Commissioners Peterson, Fournier, Osbourne, Adrian, and Gilmet. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the estimates from Young's Flooring in the amounts of \$11,945.30 for flooring replacement in the DHD#4 building (2022 budgeted \$15,000) and \$21,332.50 for flooring replacement in the Annex building (2022 budgeted \$16,500) and to authorize County Maintenance Superintendent to do painting in the areas requested in the DHD#4 building at a cost of approximately \$500 and an additional \$1,500 for removal of a wall in the District Court jury room as presented.

Motion was made by Commissioner Peterson and supported by Commissioner Fournier to recommend the action item below. Roll call vote was taken: AYES: Commissioners Peterson, Fournier, Osbourne, Adrian, and Gilmet. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval to transfer \$6,500 from line item 631-265-975.003 and move into line item 631-265-975.018 as presented.

INFORMATION ITEM: Administrator Mary Catherine Hannah presented discussion on pricing for the revised scope of a building study and will be speaking with Andy Fountain from Plante Moran tomorrow regarding the study. The focus will be on Jesse & Victoria Square, the Fairgrounds, and the DHD#4 building for use and good future planning. An engineering study

was budgeted for \$50,000 and could be used for the grandstands at the Fairgrounds. Administrator Hannah will bring back next meeting.

Facilities liaison Chuck LeFebvre presented discussion on Northern Lights Arena's Rink 2 regarding bleachers and ADA compliance. Chair Gilmet would like Alpena Rink Manager Jeremy Winterstein to come to a Facilities meeting to present his ideas and pricing to the Committee.

CIP PROGRESS: Administrator Hannah discussed the CIP progress. Reports were handed out to Committee members showing 2022 and 2023 projects. Most of 2022 projects have been completed or have been started and some money will need to be requested by the board to roll forward to next year. Projects for 2023 were also reviewed.

Superintendent Wilder presented the print from the Equalization Department showing the electrical layout at the fairgrounds for the Committee to review. Commissioner Peterson asked that PDF copies are made.

Commissioner Peterson inquired about the status of the DHHS lease. Administrator Hannah is meeting with the potential lessee and Superintendent Wilder and go over the list of projects and costs associated with the remodel and will draft a lease and bring back to the Committee.

PUBLIC COMMENT

None.

***Next Meeting: Wednesday, December 21, 2022 at 9:00 a.m. in Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Osbourne and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting adjourned at 9:45 a.m.

Don Gilmet, Chairman

Kim MacArthur, Board Assistant

kvm