

FINANCE WAYS & MEANS COMMITTEE
MEETING MINUTES
Tuesday, August 8, 2023 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Bill Peterson, Chair
Burt Francisco, Vice Chair
William LaHaie
Jesse Osmer
Robin Lalonde
Brenda Fournier
John Kozlowski

Others Present: Mary Catherine Hannah, County Administrator
Lynn Bunting, County Board Assistant
Keri Bertrand, County Clerk
Cindy Cebula, Chief Deputy Treasurer
Wes Wilder, County Maintenance Superintendent (zoom)
Steve Schulwitz, The Alpena News
Sheriff Erik Smith
Cynthia Muszynski, Prosecutor
Jennifer Mathis, County Human Resources Specialist (zoom)
Phil Heimerl, True North Radio (zoom)
Michelle McGirr, Deputy Clerk (zoom)
Kim Schultz, Family Division Referee (zoom)
Kim MacArthur, County Board Assistant (zoom)
Catherine Murphy, Register of Deeds (zoom)
Steve Smigelski, Airport Manager
Kim Elkie, 911-Emergency Management Director
Al Rapson, 911-Emergency Management Assistant Director
Celina Stumpp (zoom)
Amanda Repke, Deputy Treasurer (zoom)
Sgt. JP Ritter, Alpena County Sheriff's Office
Mike Mahler, Director of Economic Development, Target Alpena
Anne Gentry, Alpena Downtown Development Authority Executive Director
Steve Mousseau, County IT Director (zoom)
Chrissy Delekta, 88th District Court Administrator
Sue Latuszek, 88th District Court
Michelle Reid, Animal Control Officer (zoom)
Kat Tomaszewski, Alpena County Sheriff's Office
Laura Ellery-Somers, NMMMA Recycling
Cindy Johnson, City of Alpena
Nick Montie, Wolverine State Credit Union representative
Briana Peck, Alpena Prosecutor's Office
Julie Jackson, Victim Rights, Prosecutor's Office

CALL TO ORDER

Finance Chair Burt Francisco called the meeting to order at 9:30 a.m.

ROLL CALL

Roll call vote was taken: All committee members present except Commissioner Travis Konarzewski, excused.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ADOPT AGENDA

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve the agenda as presented. Motion carried.

BILLS TO PAY

County Clerk Keri Bertrand presented the bills to pay.

SUBMITTED: APPROVED:

General Funds & Other Funds \$ 94,702.82 \$ 94,702.82

Moved by Commissioner LaHaie and supported by Commissioner LaLonde to approve to pay the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

INFORMATION ITEM: Chrissy Deletka, District Court Administrator, presented the FY2023 Michigan Drug Court Grant Programs Application for approval. Moved by Commissioner Peterson and supported by Commissioner Kozlowski to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the FY24 Michigan Drug Court Grant Program Application for 88th District Court Drug & Alcohol Treatment Court in the amount of \$151,548.42 with no County match and authorize the Chairman of the Board or County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

INFORMATION ITEM: Sgt. JP Ritter, Sheriff's Office, presented the 2023/2024 ORV Enforcement Grant Renewal Application for approval reporting that if approved the new ORV trailer will be removed from this grant and will receive \$10,000 less of grant monies. Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #3: The Committee recommends approval of the State of Michigan DNR-ORV Law Enforcement Grant renewal application (10.01.23 to 09.30.24) for the Sheriff's Office in the amount of \$14,836.50 (initially \$24,836.50 minus \$10,000 for new ORV trailer being purchased without this grant) with no County match and authorize the Chairman of the Board or County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

INFORMATION ITEM: Sgt. Ritter presented the 2023/2024 Snowmobile Enforcement Grant Renewal Application for approval reporting this grant is for just wages and fuel maintenance. Sgt. Ritter informed the board that they will budget the County match of \$1,391.70 in their 2024 budget. Moved by Commissioner Lalonde and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #4: The Committee recommends approval of the State of Michigan Snowmobile Enforcement Grant renewal application (10.01.23 to 04.30.24) for the Sheriff's Office in the amount of \$9,278.00 with an organizational match of \$7,886.30 and a County match of \$1,391.70 and authorize the Chairman of the Board or County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

INFORMATION ITEM: Sgt. Ritter presented the request to purchase a new ORV Trailer for the Sheriff's Office for approval and obtained two quotes (attachment #1). Sgt Ritter reported their current ORV Trailer was involved

in an accident and is claimed as a total loss and the insurance claim check will be \$5,400 to put towards the purchase of a new ORV Trailer. Sgt. Ritter reported the previous trailer recommended was 16 ft and were concerned about the length and wanted one a little longer so they now recommend to purchase from Alpena Trim. The new ORV Trailer will be lettered at an estimate cost of \$617. Moved by Commissioner Fournier and supported by Commissioner Osmer to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #5: The Committee recommends approval to purchase a new ORV Trailer for the Sheriff's Office with two quotes obtained; recommendation to purchase from Alpena Trim in the amount of \$9,100.00 and to letter the trailer at an estimated cost of \$617 with a total estimated purchase of \$9,717.00 and to create a line item set up under the ORV Equipment budget for the Sheriff's office for 2023.

INFORMATION ITEM: Kat Tomaszewski, Sheriff's Office, presented the Michigan State Police – National Criminal History Improvement Program (NCHIP) Grant Application for approval reporting they need a mobile fingerprint license and to replace the livescan machine currently in the jail. Kat informed the board that for the mobile fingerprint license they can participate at no charge for the first year and would be a cost of \$495 to renew annually but do not have to renew. Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #6: The Committee recommends approval of the Michigan State Police National Criminal History Improvement Program (NCHIP) Grant application for the Sheriff's Office in the amount of \$13,568.00 with no County match and authorize the Chairman of the Board or County Administrator to sign all pertaining documents as presented. This grant is to replace the current livescan fingerprint machine in the jail and purchase a mobile fingerprint license. This has Grant Review Committee approval.

INFORMATION ITEM: Steve Smigelski, Airport Manager, presented the request to approve PIE&G Charging Stations at the Airport reporting that there is no charge to the county and the county will be listed as an additional insured. Steve noted that all stations will have separate meters at no charge to the county and recommends these charging stations that PIE&G will install and provide electricity for the passengers and citizens that come to the airport. Moved by Commissioner Kozlowski and supported by Commissioner Peterson to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #7: The Committee recommends approval to install 2 electric vehicle charging stations at the Alpena County Regional Airport by Presque Isle Electric & Gas at no cost to the County for the installation and maintenance of these charging stations. PIE&G will supply the electricity to the charging stations at no cost to the County and will have their own meters.

INFORMATION ITEM: Steve Smigelski presented the invocation of exclusive rights reporting the request to start the process with the FAA for Alpena County Regional Airport to take over purchasing own fuel and approve before the deadline of expiration of December 10, 2023. Steve gave an update on additional monies the airport can receive for future designing and construction of 20 hangars. Moved by Commissioner Lalonde and supported by Commissioner Kozlowski to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #8: The Committee recommends approval for the Airport Manager to begin the process with the FAA (Federal Aviation Administration) of invocation of Exclusive Rights. No entity other than the County of Alpena will be permitted to sell aviation fuels or any other liquids or gases that may be approved by the FAA in the future, nor will any entity other than the County of Alpena provide electrical charging services for aircraft or any other vehicle. Oversight of fueling operation will be the Airport Manager and the Assistant Airport Manager of the Alpena County Regional Airport.

INFORMATION ITEM: Steve gave an update to the board on the security level at the airport with a dual 70+ seater aircraft coming.

INFORMATION ITEM: Steve gave an update to the board reporting that logging will begin after Northern Strike ends.

INFORMATION ITEM: Julie Jackson, Crime Victims Right, Prosecutor's Office, presented the 2024 Crime Victim Rights Navigator Pilot Program Grant Renewal Application for approval. Moved by Commissioner Fournier and supported by Commissioner Lalonde to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #9: The Committee recommends approval of the 2024 Crime Victim Rights Navigator Pilot Program Grant Renewal Application (10.01.23 to 09.30.24) from the Department of Health and Human Services in the amount of \$60,000 with no County match and to authorize the Chairman of the Board or the County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

INFORMATION ITEM: Julie Jackson presented the 2024 Crime Victim Rights Grant Renewal Application for approval. Moved by Commissioner Lalonde and supported by Commission LaHaie to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #10: The Committee recommends approval of the 2024 Crime Victim Rights Grant Renewal Application (10.01.23 to 09.30.24) from the Department of Health and Human Services in the amount of \$79,905.00 with no County match and to authorize the Chairman of the Board or the County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

INFORMATION ITEM: Jessica Henry, Northern Lights Arena (NLA) Office Manager, presented the Michigan Department of Labor & Economic Opportunity Grant Application for NLA for approval. Jessica informed the board that the high costs are due to the separate showers for the proposed women's locker room. Jessica reported that Dave and Jeremy at NLA will help save costs with installation of showers for the women's locker room and will be modifying and adding to the current building. Administrator Hannah informed Jessica that they will need to put out for bid before construction due to the County's Purchase and Procurement Policy. Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #11: The Committee recommends approval of the Michigan Department of Labor & Economic Opportunity Grant Application for the Women's Locker Room Project at Northern Lights Arena in the amount of \$300,000 with no County match and authorize the Chairman of the Board or the County Administrator to sign all pertaining documents. This has been sent for Grant Review Committee approval.

INFORMATION ITEM: Mike Mahler- Economic Development Director, and Anne Gentry – Alpena DDA Director, presented the Downtown Development Authority (DDA) Service Agreement proposal for discussion. Anne gave an update and informed the Commissioners of the 30 year commitment that the City is agreeing to. Mike gave an update to the board on the DDA Boundary Expansion and the need for economic redevelopment of the properties in the City and County. Cindy Johnson, City of Alpena, shared her recommendation and support of the DDA Boundary Expansion Service Agreement. Nick Montie, Wolverine State Credit Union representative, presented his recommendation of the DDA Boundary Expansion.

Moved by Commissioner Osmer and supported by Commissioner Peterson for the DDA to report back to City Council to request that a County Commissioner represent the County on the DDA board and to have an opt out

statement in the service agreement with expectations of the County and resubmit the proposal agreement to the board at the Full Board Meeting on August 22, 2023.

COUNTY TREASURER

Cindy Cebula, Chief Deputy Treasurer, reported that the Treasurer included the monthly report for July 2023 in their meeting packet. The budget should be at 58.08%. Revenues are at 45.26% and Expenditures are at 58.11%. Moved by Commissioner Osmer and supported by Commissioner Fournier to approve receiving and filing of the monthly Treasurer's Report for July 2023 as presented. Motion carried.

COUNTY ADMINISTRATOR

Administrator Hannah presented the Settlement of the County Use Vehicle Claim for approval reporting the vehicle the Equalization and other departments have access to is a decommissioned vehicle currently from the Sheriff's Office. The previous County Use Vehicle, Enterprise Leased Vehicle, was in an auto accident and the insurance company is calling it a total loss and sent settlement checks to the County.

Moved by Commissioner LaHaie and supported by Commissioner Lalonde to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #13: The Committee recommends approval to accept the settlement checks in the total amount of \$56,632.62 for the County Use Vehicle Claim from Sedgwick Claims Management Services and to pay Enterprise the balance on the vehicle loan in the amount of \$41,673.77 so that Enterprise can release the title.

INFORMATION ITEM: Administrator Hannah presented the Marijuana Operation and Oversight Grants Financial Status Report as an information item. Moved by Commissioner Fournier and supported by Commissioner LaHaie to receive and file the Marijuana Operation and Oversight Grants Financial Status Report as presented. Motion carried.

BUDGET ADJUSTMENTS

County Administrator Mary Catherine Hannah presented the budget adjustment for approval.

1. CVR Navigator Budget Line Item Transfer Request - Moved by Commissioner Peterson and supported by Commissioner LaHaie to recommend the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

ACTION ITEM #1: The Committee recommends approval to decrease 2023 budgeted line item #101-276-718.000 (Hospitalizations) by \$6,000 and to increase 2023 budgeted line item #101-276-727.003 (Office Supply/Computer) by \$6,000 to replace the current cell phone, to replace the current laptop, and to purchase a few new monitors for the Prosecutor's Office as presented.

MOTION TO RISE & REPORT

Moved by Commissioner Osmer and supported by Commissioner Fournier to rise and report. Motion carried. The committee meeting closed.

FINANCE WAYS & MEANS RECOMMENDATIONS

Board Chairman Bill Peterson presented the Action Items from the Finance Ways & Means Committee for board approval. Moved by Commissioner Osmer and supported by Commissioner Francisco to approve all the Action Items from the Finance Ways & Means Committee meeting as recommended. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

CONSENT CALENDAR

Board Chairman Bill Peterson presented the Consent Calendar for approval.

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – July 25, 2023 (*Minutes only)**
- B) **Personnel Committee Meeting Minutes – August 1, 2023**
- C) **Economic Development Committee Meeting Minutes – August 2, 2023**
- D) **Animal Control Adhoc Committee Meeting Minutes – August 4, 2023**

Moved by Commissioner LaHaie and supported by Commissioner Lalonde to approve the Consent Calendar which includes actions as listed above and filing of all reports as presented.

Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Peterson, Fournier, Kozlowski, and Francisco. NAYS: None. Commissioner Travis Konarzewski, excused. Motion carried.

RESOLUTION #23-15 IMPOSING RECYCLING SURCHARGE

Chair Bill Peterson presented Resolution #23-15 for approval. Discussion on Recycling Surcharge Resolution #23-15. Administrator Hannah informed the board that Laura from Charter Township of Alpena just informed her that there are a couple of corrections to the resolution before approving:

1) Change Alpena Township to Charter Township of Alpena, and 2) Change 2017 to July 2023 where local units of government within Alpena County have entered into interlocal agreements.

RESOLUTION #23-15
IMPOSING A RECYCLING SURCHARGE OF UP TO
\$25 PER YEAR PER HOUSEHOLD

WHEREAS, Alpena County has adopted a Solid Waste Management Plan, as required under Part 115 of 1994 PA 451, as amended; and a major component of the Solid Waste Management Plan is the County's Recycling Program, which encompasses waste reduction and collection of consumer source separated services and related educational programs; and

WHEREAS, Section 8a(1) of the Urban Cooperation Act of 1967, being MCL 124.508a(1), authorizes Counties to impose by resolution a surcharge on households within the county of not more than \$2.00 per month per household or a maximum of \$25.00 per year per household for waste reduction programs and for the collection of consumer source separated materials for recycling of composting including, but not limited to, recyclable materials, as defined by Part 115, of the Natural Resources and Environmental Protection Act, being MCL 324.11501 to 324. 11550, household hazardous wastes, tires, batteries, and yard clippings, and

WHEREAS, Section 8a(3) of the Urban Cooperation Act of 1967, being MCL 124.508a(3) provides that Alpena County shall defer the imposition and collection of a surcharge in a local unit of government within the County until the County has entered into interlocal agreements with the local units of government relating to the collection and disposition of the surcharge; and

WHEREAS, as July 2023 the following local units of government within Alpena County agreed to enter into interlocal agreements with Alpena County relating to the collection and disposition of the surcharge: City of Alpena, Charter Township of Alpena, Green Township, Long Rapids Township, Maple Ridge Township, Ossineke Township, Sanborn Township, Wellington Township, and Wilson Township, and

WHEREAS, the Alpena County Board of Commissioners therefore desire to continue to impose an annual surcharge, now increased to \$25.00 on each household within the local units of government within the county which include the City of Alpena and eight townships which have entered into interlocal agreements relating to the collection and disposition of the surcharge as authorized by Section 8a(1) of the Urban Cooperation Act of 1967, and

NOW THEREFORE BE IT RESOLVED that the Alpena County Board of Commissioners hereby:

- (1) Imposes an annual surcharge of \$25.00 on each household within the local units of government within the county relating to the collection and disposition of the surcharge as authorized by Section 8a(1) of the Urban Cooperation Act of 1967. As of 2017, local units of government within Alpena County have entered into interlocal agreements with Alpena County relating to the collection and disposition of the surcharge,
- (2) The surcharge imposed pursuant to this Resolution shall be for an indefinite period upon continuation of the Local Intergovernmental Agreements.
- (3) For this purpose of imposing the surcharge specified above, a household shall be defined as follows:

A household shall mean a mobile home and a single unit building or portion thereof, including, but not limited to a house, apartment and condominium unit, which provides complete independent living facilities (permanent provisions for living, sleeping, eating, cooking, and sanitation) for one (1) family for residential purposes and which is occupied for residential purposes at any time of the year.

- (4) Agree to allow interlocal agreements between Alpena County and the local units of government within the county-and the chair of the Alpena County Board of Commissioners is authorized to sign the agreements on behalf of Alpena County,

BE IT FURTHER RESOLVED: that the County Treasurer is hereby authorized and directed to collect any delinquent surcharges through the delinquent tax collection program to the extent authorized and permitted by law.

Moved by Commissioner Francisco and supported by Commissioner Lalonde to approve and adopt the above Resolution #23-15 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Lalonde, Francisco, and Peterson. NAYS: Commissioners Osmer, Fournier, and Kozlowski. Commissioners Travis Konarzewski, excused. Motion carried.

APPOINTMENTS TO STATE LAND BANK AUTHORITY

Administrator Hannah presented the discussion on approved file with the State of Michigan and have 30 days to make appointments to the State Land Bank Authority. Administrator Hannah reported that statutorily the County Treasurer is appointed to the authority with a recommended city or township office seat and 3 open seats as residents from Alpena County. Discussion and recommendation to put on the Full Board Agenda for August 22nd and to bring recommendations for the appointments to the State Land Bank Authority.

OTHER DISCUSSION

Commissioner Robin Lalonde presented the issue at the fairgrounds of the public use of marijuana being used and requested that protocols be put in place and to have an ordinance stating that there is a state law prohibiting marijuana (even if have a medical prescription) for use in public places. Commissioner Lalonde reported that she spoke with the Sheriff on a protocol with signs and displays informing the public. Administrator Hannah informed the board that she will present to the Parks & Recreation Commission this week at

their board meeting to recommend to modify the park rules/ordinance. Commissioner Lalonde noted that the fairgrounds is not currently under the Parks & Recreation Commission. Administrator Hannah clarified that the fairgrounds and the county parks are owned by the county so the Parks & Recreation Commission Ordinance applies.

CLOSED SESSION

Moved by Commissioner Lalonde and supported by Commission LaHaie to go into Closed Session for litigation updates, and contract negotiations. Motion carried. Closed at 10:58 a.m. and Opened at 11:12 a.m. Roll call: All Commissioners present except Commissioners Travis Konarzewski, and Burt Francsico, excused.

WALGREENS NATIONAL OPIOID SETTLEMENT

Chairman Bill Peterson presented the Walgreens National Opioid Settlement for approval. Moved by Commissioner Osmer and supported by Commissioner Lalonde to approve the Walgreens National Opioid Settlement for Alpena County and to authorize the Chairman of the Board and/or the County Administrator to sign all pertaining documents. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Fournier, Kozlowski, and Peterson. NAYS: None. Commissioners Travis Konarzewski, and Burt Francisco, excused. Motion carried.

SETTLEMENT AGREEMENT – 88th DISTRICT COURT

Chair Peterson presented the Settlement Agreement with 88th District Court for approval. Moved by Commissioner Lalonde and supported by Commissioner LaHaie to approve the Settlement Agreement with 88th District Court as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, and Peterson. NAYS: Commissioners Fournier, and Kozlowski. Commissioners Travis Konarzewski, and Burt Francisco, excused. Motion carried.

PUBLIC COMMENT

None.

***Next Finance Ways & Means Committee Meeting: Tuesday, September 12, 2023 at 9:30 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner LaHaie and supported by Commissioner Osmer to adjourn the meeting. Motion carried. The meeting adjourned at 11:22 a.m.


Bill Peterson, Board Chairman


Keri Bertrand, County Clerk

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