

FINANCE WAYS & MEANS COMMITTEE MEETING
DRAFT MINUTES

Tuesday, March 8, 2022 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Bob Adrian
Marty Thomson
Bill Peterson
Don Gilmet, excused
Dave Karschnick
Brenda Fournier
Kevin Osbourne
John Kozlowski

Others Present: Mary Catherine Hannah, County Administrator
Lynn Bunting, County Board Assistant
Kim Ludlow, County Treasurer
Ted Somers, Equalization Director (zoom)
Bonnie Friedrichs, County Clerk
Keri Bertrand, Deputy Clerk
Phil Heimerl, True North Radio
Steve Schulwitz, The Alpena News
Bruce Johnson, WATZ (zoom)
Undersheriff Erik Smith (zoom)
Cindy Cebula, Chief Deputy Treasurer (zoom)
Steve Smigelski, Airport Manager (zoom)
Marcia Burns, Circuit Court Administrator (zoom)
Kim Elkie, Interim 911 Director/Central Dispatch (zoom)
Wes Wilder, County Maintenance Superintendent
Tony Suszek, Youth & Recreation Committee Chair
Janelle Mott, Juvenile Officer (zoom)
Kat Tomaszewski, Administrative Assistant, Sheriff's Office (zoom)
Dan Perge, Veterans Counselor
Steve Mousseau, IT Director
Sheriff Steve Kieliszewski (zoom)
Sgt. JP Ritter, Sheriffs Office (zoom)
Nick Theisen, Huron Pines (zoom)
Ashley Repke, RS Scott Associates (zoom)
Catherine Murphy, Register of Deeds (zoom)
Liz Skiba, District Court Administrator (zoom)

CALL TO ORDER

Finance Chairman Bill Peterson called the meeting to order at 9:30 a.m.

ROLL CALL

Roll call vote was taken: All board members present.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

PUBLIC COMMENT

None

BILLS TO PAY

County Clerk Bonnie Friedrichs presented the bills to pay.

	SUBMITTED:	APPROVED:
General Funds & Other funds	\$ 45,309.08	\$ 45,309.08

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

MOTION TO ADOPT AGENDA

Moved by Commissioner Adrian and supported by Commissioner Fournier to approve the Agenda with the following addition: 1) Commissioner Brenda Fournier – Compensate Board Assistant, Commissioners Office. Motion carried.

INFORMATION ITEM: Finance Chair Petersen presented the Huron Engineering and Surveying Invoice for payment reporting this is for the lots at the airport for the Airport Property and Land Development to be paid from Airport professional services line item. Moved by Commissioner Thomson and supported by Commissioner Adrian to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Thomson, Kozlowski, and Adrian. NAYS: Commissioner Fournier. Commissioner Gilmet and Osbourne, excused. Motion carried.

ACTION ITEM #2: The Committee recommends to approve the Huron Engineering Proposal in the amount of \$5,000-\$7,000 for lots at the airport for the Airport Property Land Development as presented.

INFORMATION ITEM: Finance Peterson presented the budget adjustment request to pay the Alpena Agency Insurance Invoice. Treasurer Ludlow recommended the difference be paid out of the contingency fund as the monies are short in the public liability line item. Moved by Commissioner Karschnick and supported by Commissioner Thomson to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #3: The Committee recommends to approve the budget adjustment to pay the Alpena Agency Invoice #41122 and with difference in Public Liability Insurance of \$14,872 to come from the contingency fund line item #101-941-955.000 (\$130,000 line item #101-265-803 budgeted 2022)

Public Liability line item #101-265-803	\$144,872.00
DHHS line item #101-267-803	\$2,910.00
Health Department line item #246-265-801	\$4,816.00
Beaver Lake Park line item #208-757-803	\$850.00

Long Lake Park line item #208-759-803	\$938.00
Sunken Lake Park line item #208-758-803	\$962.00
Manning Hill Park line item #208-760-700	<u>\$407.00</u>

Total: \$155,755.00

INFORMATION ITEM: Sgt. JP Ritter, Sheriff's Office, presented the ORV Grant Budget Adjustment request for approval reporting he applied for the grant in October 2021 and after the 2022 budget was set they received the awarded amount that needs a adjustment to their budget for 2022. Moved by Commissioner Thomson and supported by Commissioner Adrian to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #4: The Committee recommends to approve the Sheriff's Office request for a budget adjustment for the 2022 MDNR ORV Grant (10.01.21 to 09.30.22) in the amount of \$10,930.00 as the original requested amount was \$11,847.00 and authorize the Treasurer to reduce the revenue line item #101-306-543.002 and to reduce the expense line item #101-306-704.001 as presented.

INFORMATION ITEM: Sg. JP Ritter, Sheriff's Office, presented the MDNR Marine Safety Enforcement Grant Renewal Application for approval. Moved by Commissioner Kozlowski and supported by Commissioner Fournier to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #5: The Committee recommends to approve the 2022 MDNR Marine Safety Enforcement Grant Renewal Application in the amount of \$11,048.00 with no County match and authorize the Chairman of the Board to sign all pertaining documents. This has Grant Review Committee approval.

CHILD CARE FUND MONTHLY REPORT

Juvenile Officer Janelle Mott presented the Child Care Fund monthly report for February 2022 (attachment #1)

INFORMATION ITEM: Veterans Counselor Dan Perge presented the Veterans Millage Language Proposal for approval reporting requesting for another four years. Moved by Commissioner Thomson and supported by Commissioner Adrian to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #6: The Committee recommends to approve the Veterans Ballot Language Proposal to continue the millage at the current rate of 0.21 mil for a period of four (4) years and authorize the County Clerk to place on the ballot for August 2, 2022 as presented.

INFORMATION ITEM: Tony Suszek, Youth & Recreation Committee Chair presented the Youth &

Recreation Committee Millage Language Renewal Request for approval requesting renewal for four years. Commissioner Fournier thanked Tony and the Youth & Recreation Committee for all their hard work and that it is very much appreciated. Moved by Commissioner Peterson and supported by Commissioner Fournier to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #7: The Committee recommends to approve the Youth & Recreation Committee's request to renew the Youth & Recreation millage language for another four years at .5 mil and authorize the County Clerk to place on the ballot for August 2, 2022 as presented.

INFORMATION ITEM: Administrator Hannah presented the Older Persons Committee millage renewal request for approval. Administrator Hannah reported the millage language for Youth & Recreation and Older Persons will be sent to attorney for review. Moved by Commissioner Thomson and supported by Commissioner Adrian to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #8: The Committee recommends to approve the Older Persons Committee's request to renew the Older Persons millage language for activities and services for older persons and authorize the County Clerk to place on the ballot for August 2, 2022 as presented.

County Clerk Friedrichs informed the committee that the Veterans heading is not the same as the Youth & Recreation and Older Persons millage request and once the commissioners approve, that is how it goes on the ballot. Clerk Friedrichs noted that once the board has approved the attorney cannot make changes to it and the deadline to put on the ballot is around May 10, 2022. Moved by Commissioner Peterson and supported by Commissioner Fournier to recommend the header for the Veterans Operating Millage Renewal Language request be updated and reviewed by legal. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

INFORMATION ITEM: Administrator Hannah presented the EMS Training Reimbursement Budget adjustment request for reimbursement to the townships through the Ambulance Fund for approval. Moved by Commissioner Adrian and supported by Commissioner Karschnick to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #9: The Committee recommends to approve to amend the 2022 budget by \$5,000 to line item #210-651-955.002 for EMS Training Reimbursements as presented.

INFORMATION ITEM: Administrator Hannah presented the DHHS (Department of Health and Human Services) Lease Addendum/modification for approval reporting the lease will expire in November 2022 and this addendum will allow for 60 day notice. Moved by Commissioner Thomson and supported by Commissioner Karschnick to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #10: The Committee recommends to approve the DHHS Lease Addendum/Modification as presented. This has had attorney review.

INFORMATION ITEM: Administrator Hannah presented the new contract for services with NEMCOG for approval reporting the contract would be for 18 months. Moved by Commissioner Adrian and supported by Commissioner Thomson to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #11: The Committee recommends to approve the new contract With NEMCOG for 18 months (01.01.22/07.31.23) for operational oversight and compliance as presented.

INFORMATION ITEM: Administrator Hannah presented the Alpena County MeRF Development & Current Resource Recover Operations Grant Application with NEMCOG for approval. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Thomson, Kozlowski, and Adrian. NAYS: Commissioner Fournier. Motion carried.

ACTION ITEM #12: The Committee recommends to approve the grant application with NEMCOG and authorize the Chairman of the Board to sign all pertaining documents as presented.

INFORMATION ITEM: Administrator Hannah presented the Huron Pines GIS Data request for approval reporting they are a nonprofit organization requesting waive of fees (\$700 fee plus \$150 = Total \$1,000). Moved by Commissioner Adrian and supported by Commissioner Karschnick to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #13: The Committee recommends to approve the request from Huron Pines to waive the GIS Data Fees (\$700 plus \$150 = \$1,000 total) as presented.

INFORMATION ITEM: Administrator Hannah presented the updated signatories for District Court accounts request reporting due to staffing changes the signatories need to be updated. Moved by Commissioner Thomson and supported by Commissioner Peterson to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #14: The Committee recommends to approve the District Court Administrator's request to make the changes on account signatories As listed in the attached letter form the Treasurer to PNC Bank as presented.

INFORMATION ITEM: Treasurer Kim Ludlow presented the monthly report for February 2022. The budget should be at 16.16 %. Revenues are at 11.25% and Expenditures are at 16.86%.

INFORMATION ITEM: Commissioner Fournier presented the request to pay Board Assistant Lynn Bunting overtime up to 20 hours per week until another person is hired in the Commissioners Office. Discussion and recommendation to amend budget to authorize up to 20 hours per week. Moved by Commissioner Fournier and supported by Commissioner Karschnick to recommend to approve up to 20 hours per week for overtime with monies to be paid out of line item #101-101-702.001 effective

January 1, 2022. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

MOTION TO RISE & REPORT

Chair Robert Adrian presented the motion to rise and report. Moved by Commissioner Adrian and supported by Commissioner Karschnick to rise and report. Motion carried. Committee meeting closed.

NOTICE OF PUBLIC HEARING

Open for Public Comment: Chair Adrian presented open comment for the public regarding the Notice of Public Hearing for Alpena County to participate in the PACE Program at 10:36 a.m.

Closed for Public Comment: Chair Adrian closed comment for the public being no comment at 10:37 a.m.

RESOLUTION #22-07 ESTABLISH PACE PROGRAM

Chair Adrian presented Resolution #22-07 to establish participation from Alpena County for a PACE (Property Assessed Clean Energy) Program for approval.

ALPENA COUNTY, MICHIGAN RESOLUTION #22-07

RESOLUTION TO ESTABLISH PROPERTY ASSESSED CLEAN ENERGY PROGRAM

Minutes of a regular meeting of the Board of Commissioners of Alpena County (“Commission”), Michigan, held at Howard Male Conference Room, County Annex Building, 719 W. Chisholm Street, 3rd Floor, Alpena, MI 49707, on February 25, 2022 at 1:00 p.m., local time.

WHEREAS:

1. At its meeting of March 8, 2022, this Commission adopted a resolution of intent to establish and to hold a public hearing concerning the establishment of a property assessed clean energy program (“PACE Program”) and create a PACE district(s) pursuant to 2010 PA 270 (“Act 270”) to promote “energy projects” defined by Act 270 to include “installation or modification of energy efficiency improvements or the acquisition, installation or improvement of renewable energy systems.”
2. The Commission held a public hearing on the proposed PACE Program on March 8, 2022 during which the Commission heard comments on the proposed PACE program from anyone wishing to address the Commission concerning it.
3. Financing energy projects is a valid public purpose.
4. The proposed PACE program as described in the Alpena County PACE Program Report, an updated version of which is attached as Exhibit A, would provide financing for energy projects with property owner-arranged loans from a commercial lender the repayment of which, if approved by the property owner with the consent of any mortgage holder, would be made and secured by assessments against the property benefited by the projects, so that no County moneys, general County taxes or County credit of any kind whatsoever shall be pledged, committed or used in connection with any energy project.
5. The types of energy projects that may be so financed, the administration of the PACE Program, the manner of establishing PACE Districts within the County in which the PACE Program may

be used, and other details of the proposed PACE Program, as required by Act 270, are set forth in detail in PACE Program Report.

NOW, THEREFORE, BE IT RESOLVED:

1. The County of Alpena establishes the Alpena County PACE Program the terms and conditions of which are set forth in the PACE Program Report attached as Exhibit A and incorporated by reference, which PACE Program Report is approved.
2. All aspects of the Alpena County PACE Program may be amended by approving resolutions of the Board of Commissioners without a new public hearing.
3. The County may join with any other local unit of government, or with any person, or with any number or combination thereof, by contract or otherwise as may be permitted by law, for the implementation of the Alpena County PACE Program, in whole or in part, and the _____ or his/her designee is authorized to execute and deliver such documents, agreements or certificates as may be necessary or advisable to permit the cooperative implementation of the PACE Program as provided by Act 270 or other applicable law.
4. All resolutions and parts of resolutions are, to the extent of any conflicts with this resolution, rescinded.

Moved by Commissioner Peterson and supported by Commissioner Thomson to adopt Resolution #22-07 as presented. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Thomson, and Adrian. NAYS: Commissioners Fournier and Kozlowski. Commissioner Gilmet and Osbourne, excused. Motion carried.

RESOLUTION OF TRIBUTE – COUNTY CLERK

Chair Adrian presented Resolution of Tribute for County Clerk Bonnie Friedrichs for approval. Moved by Commissioner Karschnick and supported by Commissioner Peterson to recommend the below Action Item.

ACTION ITEM #17: The Committee recommends to approve a Resolution of Tribute to County Clerk Bonnie Friedrichs.

CONSENT CALENDAR

Chair Adrian presented the Consent Calendar, Full Board meeting minutes from February 25, 2022, Courts & Public Safety Committee meeting minutes from February 17, 2022 and Facilities, Capital & Strategic Planning Committee meeting from February 23, 2022 for board approval. Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #CPSC-2 – DISTRIBUTION FIRST RESPONDER CALLS

Chair Adrian gave an update on the process for clarification on the First Responder fees and that the Board of Commissioners reimburse per call. Discussion and recommendation for Administrator Hannah to reach out to the townships as no requests were received and needed clarification if invoice turned in for justification of calls. Moved by Commissioner Peterson and supported by Commissioner Karschnick to recommend the below Action Item. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

ACTION ITEM #CPSC-2: The Committee recommends to approve the distribution from the First Responder Calls line item #210-651-803.001, appropriate on a quarterly basis as presented and authorize the Treasurer to make the necessary budget adjustments.

City of Alpena:	\$50,000.00
Charter Township of Alpena:	\$39,000.00
Green Township:	\$ 6,000.00
Hubbard Lake Fire Department	\$ 3,000.00
Long Rapids Township:	\$ 4,000.00
Maple Ridge Township:	\$ 3,000.00
Sanborn Township:	\$ 6,000.00
Wilson Township:	<u>\$ 6,000.00</u>
Total:	\$117,000.00

FINANCE WAYS & MEANS RECOMMENDATIONS

Chair Adrian presented the Action Items from the Finance Ways & Means Committee for board approval. Moved by Commissioner Peterson and supported by Commissioner Karschnick to approve the Finance Ways & Means Committee recommended Action Items as presented. Roll call vote was taken: AYES: Commissioners Karschnick, Peterson, Fournier, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

***Next Meeting: Wednesday, April 12, 2022 at 9:30 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Fournier and supported by Commissioner Karschnick to adjourn the meeting. Motion carried. The meeting adjourned at 11:05 a.m.

Finance Chair Bill Peterson

Chair Robert Adrian

County Clerk Bonnie Friedrichs

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