

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE

DRAFT - MEETING MINUTES

Wednesday, January 17, 2024 – 9:00 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, (absent)
Brenda Fournier, Chair
Bill LaHaie

Others Present: Kim MacArthur, Board Assistant
Wes Wilder, Maintenance Superintendent
Jeremy Winterstein, Northern Lights Arena
Jessica Henry, Northern Lights Arena
Lynn Bunting, Board Assistant (zoom)
Amanda Repke, Deputy Treasurer (zoom)
Steve Schulwitz, Alpena News (zoom)
Cindy Cebula, Chief Deputy Treasurer (zoom)
Steve Smigelski, Airport Manager (zoom)
Kim Ludlow, Treasurer
Phil Heimerl, True North Radio (zoom)
Jennifer Mathis, HR Specialist (zoom)
Catherine Murphy, Register of Deeds (zoom)
Steve Mousseau, IT Director (zoom)

CALL TO ORDER

Chair Brenda Fournier called the meeting to order at 9:00 a.m.

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

ROLL CALL

Commissioner LaHaie and Commissioner Fournier present. Commissioner Konarzewski, absent.

ADOPT AGENDA

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

INFORMATION ITEM: Discussion was made on Northern Lights Arena's reimbursement requests for Quarter 2 and Quarter 3. Treasurer Kim Ludlow recommended the Board of Commissioners approve directing all reimbursement requests for Northern Lights Arena to go through the Treasurer's Office effective immediately. If the request is approved to direct the reimbursement requests to the Treasurer's Office, Northern Lights Arena Managers Jeremy Winterstein and Jessica Henry will forward the request for Quarter 4 to the Treasurer's Office and will attend the next Facilities, Capital & Strategic Planning Committee meeting on February 21st at 9:00 a.m. for review.

Motion was made by Commissioner LaHaie and supported by Commissioner Fournier to recommend approval to move the reimbursement requests from Northern Lights Arena for Quarter 2 in the amount of \$2,020.73 and for Quarter 3 in the amount of \$309.70 (\$16,009.88 minus \$14,015 for level ice system and minus \$1,685 for ice paint and vinyl) to the Full Board and recommend approval of the request to direct all reimbursement requests made by Northern Lights Arena to the Treasurer's Office, effective immediately, as presented. Motion carried.

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

1. Restrooms at Fairgrounds: Work is near completion. There will be some paint that needs to be touched up in the spring.
2. Compressor for Health Department: Compressor has been replaced. While working on the unit there was a small oil leak detected on the other compressor. Control Solutions has replaced the site glass, and the project is complete.
3. Partition Wall at the Airport: The Airport Manager had asked for Maintenance to install a partition wall with double doors in it at the old terminal building. Wall is up with doors and drywall installed. There is still some work to do with the drywall and painting.
4. Health Department Flooring: Project has been completed.
5. Fairground Caretaker House Repairs: Windows have been repaired/replaced. Drywall repair is ongoing. Railings for the porch have been replaced and the flooring replacement began on January 16th.
6. Merchants Building: Work has started. Exhaust fans have been replaced and repaired. Work will continue as soon as the Animal Control building is finished, and they are moved back into their building.
7. Animal Control Building Floor: Repainting of the floor will begin after the first of the year. Materials have been purchased. The issue was noted during a recent inspection and will bring the building back into compliance. Everything has been moved over to the Merchants Building. Grinding of the floor is near completion. Walls in the office have been repaired and will be painted as soon as the grinding of the floor is completed.

INFORMATION ITEM: The Fairgrounds Manager had no new activity to report for the month of December.

***Next Meeting: Wednesday, February 21, 2024 at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Motion was made by Commissioner LaHaie supported by Commissioner Fournier to adjourn the meeting.

The meeting adjourned at 9:26 a.m.

Brenda Fournier, Chair

kvm

DRAFT