

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE  
MEETING MINUTES

Wednesday, November 02, 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  
Jeremy Winterstein, Northern Lights Arena  
Jessica Henry, Northern Lights Arena  
Jim Klarich, i2P  
Laura Bates, ABA Pathways Alpena  
Nicki Janish, Home Improvement Director  
Amanda Calon, ABA Pathways Alpena  
Jenipher Swanson, ABA Pathways Alpena (zoom)  
Rachel Swanson, ABA Pathways Alpena (zoom)  
Phil Heimerl, True North Radio (zoom)  
Jennifer Mathis, Human Resource Specialist (zoom)  
Lynn Bunting, Board Assistant (zoom)  
Catherine Murphy, Register of Deeds (zoom)

CALL TO ORDER

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

ROLL CALL

All members present.

PUBLIC HEARING

Community Development Block Grant (CDBG) Program Income Funding for Emergency Repair

TIME OPEN FOR PUBLIC COMMENT: 9:01 a.m.

There was no comment.

TIME CLOSED FOR PUBLIC COMMENT: 9:02 a.m.

Chair Gilmet closed the public hearing.

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

## APPROVE AGENDA

Chair Gilmet presented the agenda for approval as presented. Moved by Commissioner Peterson and supported by Commissioner Osbourne to adopt the agenda with the addition of the Long Lake Boat Launch. Motion carried.

INFORMATION ITEM: Jeremy Winterstein, Alpena Rink Management, presented a reimbursement request for repairs and maintenance at the Northern Lights Arena dated September 2021 to September 2022 in the amount of \$7,179.27. Motion was made by Commissioner Peterson and supported by Commissioner Osbourne to approve the action item below. Roll call vote was taken: AYES: Commissioners Peterson, Osbourne, Adrian, and Gilmet. NAYS: Commissioner Fournier. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of Alpena Rink Management's reimbursement request for repairs and maintenance to the Northern Lights Arena facility in the amount of \$7,179.27 as presented.**

County Administrator Mary Catherine Hannah reported that she had discussed with the Northern Lights Arena management to come up with an agreed upon form to make the reimbursements clearer and have a regular schedule for these requests and reimbursements. Administrator Hannah will work with rink management to report on the surcharge collection so it is clear for the rink, County, and Commissioners and will bring back to Committee.

INFORMATION ITEM: Administrator Hannah reported we received two proposals for the DHHS building and both groups would like to present to the Committee:

1. ABA Pathways Co-Founder and CEO Jenipher Swanson stated ABA Pathways provides services to children with autism. ABA started in 2012 and has been in Alpena for 2 years. They have been searching for a building in Alpena that fits their needs and allows for growth. The clients they work with are mainly kids on the more severe end of the autism spectrum. Currently they are serving 17 clients out of the potentially 122 kids in our County that need their services. They would like to expand and have a multi-disciplinary center to benefit families to receive more services in one building rather than go to different offices for various therapies and could possibly add adult services as well. A video was presented to the Committee and ABA Pathways representatives thanked the Committee for their time and consideration.
2. Jim Klarich from i2P presented a lease proposal and a proposal of lease with option to purchase. They are looking for office space in which 50-70 people would be in the facility. Klarich reported that i2P is a material handling equipment through assembly & workforce development company and would use the space for project management, engineering, and support for their customers.

Administrator Hannah stated the Committee has 10 days to review and make a recommendation to the Full Board. Commissioners thanked both groups and will discuss further at the next meeting.



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

1. Courthouse Sanitary Sewer: Superintendent Wilder received the requested second proposal for the sewer project. Bedrock Excavating's quote was for \$16,459.03 and the previously received Environmental Excavating's quote was \$7,322 for this project and the funding is already set aside (attachment #1). Motion was made by Commissioner Peterson and supported by Commissioner Fournier to approve the action item below. Roll call vote was taken: AYES: Commissioners Fournier, Osbourne, Adrian, Peterson, and Gilmet. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval to accept the proposal from Environmental Excavating & Contracting, Inc in the amount of \$7,332 to replace the Courthouse sewer line as presented.**

2. Courthouse Boiler Repair: Parts have been ordered.
3. Fairgrounds shed/tools for caretaker: The project has been completed. Waiting on final inspection and will be putting up shelves and a small work bench.
4. Fairgrounds Restrooms: Waiting for Bryan DeCaire to get started on masonry work and partition are here and in storage.
5. DHD Air Conditioning: Completed.
6. Tower Project for 911: Glitch in project waiting to hear more.
7. Courthouse & Annex Roofs: Courthouse roof should be completed by the end of the week.
8. Pool Water Flow Meter: On hold until next year.
9. Annex Restroom Improvements: Materials have arrived, and they will start the project when finished with other projects.
10. Sunken Lake Park: Maintenance staff are cleaning up park and should be finishing today.
11. Flooring at Health Department & Prosecutor: Superintendent Wilder is working with the Prosecutor's Office to coordinate a time to work on the flooring and will be sending out flooring bids. Administrator Hannah reported the wall in the jury room was requested to be taken down with agreement from Judge Alan Curtis, Judge Ed Black, and Prosecutor

Cynthia Muszynski. Superintendent Wilder will remove the wall before flooring is placed.

Chair Gilmet presented the recycling monthly reports for review. Administrator Hannah reported the recycling of glass will begin in the first quarter and glass bins have been ordered. Chair Gilmet reported Lafarge is erecting a tire incinerator using a State grant. The Articles of Incorporation are getting approved and will be ready to file by mid-December.

INFORMATION ITEM: Administrator Hannah presented a revised scope on a building use study from Plant Moran Cressa. Chair Gilmet would like the cost for a Phase 1 study and Administrator Hannah will bring to Finance Ways & Means if the cost is acquired before that meeting.

CIP PROGRESS: Administrator Hannah reported there are no changes since the last review. The Planning Commission has seen the first draft and are working on goals and fitting those into the CIP for evaluation and scoring. A joint meeting will need to be scheduled with the Commissioners and Planning Commission. The CIP will be guided along with the Parks & Recreation master plan. Chair Gilmet requests all Department Heads and Elected Officials to rank their projects in order of importance and the years they want them in. Administrator Hannah will work with Planning Commission member Mary Dunckel to setup a special evening meeting.

LONG LAKE BOAT LAUNCH: The Parks have funded \$50,000 towards the new boat launch. The project will be approximately \$28,000 short to match the waterways and recreation passport grant. Commissioner Adrian asked the Committee if they would be willing to support and provide the dollars, if needed, out of the general fund to match the last bit of the grant money. This money will eventually come from ARPA funding. Commissioner Fournier would like Commissioner Adrian to take this back to the Parks Board to see if they are able to pay the \$28,000. The project will not break ground until April or May of next year. It was recommended that Commissioner Arian discuss this at next Parks meeting.

Administrator Hannah reported the existing master plan is good for another 3 years, but the Parks master plan is only good through 2023 and is required if we want to apply for grants. It is planned in the budget to contract with NEMCOG to help get the plan ready for the next 5 years. It is expected that the Township will join again on the plan and the City is in mid cycle of their own plan and has agreed tentatively to participate in planning to align goals and strategies. There are also new funding opportunities for Parks. The State of Michigan has come up with a SPARK grant with a minimum ask of \$100,000 and a maximum ask of \$1 million with no match requirements and you can submit for multiple grants.

#### PUBLIC COMMENT

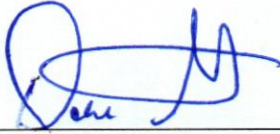
None.

**\*Next Meeting: Wednesday, November 23, 2022 at 9:00 a.m. in Howard Male Conference Room/Zoom Room**



ADJOURNMENT

Moved by Commissioner Fournier and supported by Commissioner Osbourne to adjourn the meeting. Motion carried. The meeting adjourned at 10:10 a.m.



---

Don Gilmet, Chairman



---

Kim MacArthur, Board Assistant

kvm

#1

# Environmental Excavating & Contracting, Inc

3555 M-32 West • Alpena • Michigan 49707

**989-356-1161 or 989-370-4422**

Site Development • Parks • Road Building • Parking Lots • Air Fields • Foundations • Concrete • Asphalt  
Septic Systems • Ponds • Seawalls • Athletic Fields • General Construction • Demolition • Environmental Cleanup

**LICENSED • INSURED • BONDED**

Alpena County  
Attn: Wes Wilder, Superintendent  
720 W Chisholm, Suite 6  
Alpena, MI 49707  
[wilderw@alpenacounty.org](mailto:wilderw@alpenacounty.org)  
989-590-2010 (mobile)  
989-354-6016

October 18, 2022

\* \* \* \* \* **PROPOSAL** \* \* \* \* \*

## REPLACE SEWER LINE ALPENA COUNTY COURT HOUSE

Mobilization of equipment and trucks. Replace sewer line from the court house perimeter to the curb with SDR 35 piping. Place and install a cleanout at the sidewalk. Backfill to match existing grade. Placement of topsoil in excavated work area. Clean up of site before demobilization of equipment and trucks.

**PROPOSED COST:** ..... \$ 7,322.00

If it is decided that EE&C to return in the spring and restorate site with seed, fertilizer and mulch, there would be an additional cost of ..... \$ 500.00

Notes: All permits by other.

Respectfully Submitted,

*TC/jah*

Tim Cramer - Vice President & Operations Manager

\*GENERAL CONDITIONS STATEMENT- This bid is based on general conditions. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

# ESTIMATE



## BEDROCK CONTRACTING

2040 HAMILTON ROAD  
ALPENA, MI 49707

PHONE: (989) 358-2400  
FAX: (989) 358-0048

WWW.BEDROCKCON.COM  
OFFICE@BEDROCKCON.COM

ESTIMATE DATE
11/2/2022
ESTIMATE NUMBER
P296496
PROJECT
COURT HOUSE
TERMS
50% DN,50%-COMP

ALPENA COUNTY  
720 W CHISHOLM ST.

ALPENA, MI 49707

DESCRIPTION	U/M	QUANTITY	RATE/UNIT	PRICE
DIG UP AND REPLACE 8" SEWER LEAD GOING OUT TO THE SIDEWALK ON CHISHOLM ST	LS	1.00	16,459.03	16,459.03

### NOTES:

1. WE WILL BE RESPONSIBLE FOR CALLING IN MISS DIG.
2. IRRIGATION LINES, ELECTRICAL LINES, SEPTIC LINES AND ANY OTHER PRIVATE UTILITIES ARE THE PROPERTY OWNERS RESPONSIBILITY TO MARK OUT.
3. THIS DOES NOT INCLUDE ANY PERMITS AND/OR PERMIT FEES.
4. NO WARRANTY IS EXPRESSED AND/OR IMPLIED AT ANY TIME.
5. THIS DOES NOT INCLUDE RESTORATION SUCH AS TOPSOIL AND SEED. A PRICE CAN BE GIVEN IF NEEDED.
6. THIS ESTIMATE IS BASED OFF GOOD GROUND CONDITIONS AND DOES NOT INCLUDE ANY DEWATERING, ROCK AND/OR ENVIRONMENTAL EXCAVATING.
7. 50% DEPOSIT REQUIRED TO SCHEDULE PROJECT, WITH BALANCE DUE UPON COMPLETION.
8. THIS IS AN APPROXIMATE ESTIMATE AND THIS PROJECT WILL BE BILLED AT TIME AND MATERIAL DUE TO UNFORESEENS.
9. IF THERE IS A DIAGRAM FOR IRRIGATION LINES, WE WOULD GREATLY APPRECIATE A COPY PRIOR TO START UP OF PROJECT.
10. THIS INCLUDES SIDEWALK REPLACEMENT THAT WE DISTURB ON CHISHOLM ST ONLY.
11. THIS DOES NOT INCLUDE ANY CONNECTIONS OF PIPE INSIDE OF BUILDING.

WE APPRECIATE YOUR BUSINESS.

IF THIS ESTIMATE IS CORRECT, PLEASE SIGN,  
DATE AND RETURN IN ORDER TO PROCEED.

**TOTAL** 16,459.03

THANK YOU!

SIGNATURE \_\_\_\_\_