

COURTS & PUBLIC SAFETY COMMITTEE  
**DRAFT** - MEETING MINUTES  
Thursday, May 19, 2022 – 4:00 p.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Kevin Osbourne, Chair  
Don Gilmet  
Brenda Fournier

Others Present: Mary Catherine Hannah, County Administrator  
Kim MacArthur, County Board Assistant  
Kim Elkie, 911/Emergency Manager Director  
Judge Alan Curtis, District/Probate Court  
Undersheriff Erik Smith (zoom)  
Steve Smigelski, Airport Manager (zoom)  
Kim Ludlow, County Treasurer (zoom)  
Keri Bertrand, County Clerk (zoom)  
Lynn Bunting, County Board Assistant (zoom)

**CALL MEETING TO ORDER**

Chair Kevin Osbourne called the meeting to order at 4:00 p.m.

**MOTION TO CHANGE AGENDA**

Moved by Commissioner Gilmet and supported by Commissioner Fournier to adopt the agenda with the following change: 1) Add discussion of sale of 2012 pickup and generator. Motion carried.

**INFORMATION ITEM:** Kim Elkie, Director of Emergency Services/E911, presented a request to advertise and hire a 911 Dispatcher. Kim informed the Committee that there will be a retirement at the end of the year, and it takes about 16 weeks to train someone. Motion made by Commissioner Gilmet and supported by Commissioner Fournier to recommend to Personnel Committee. Motion carried.

**INFORMATION ITEM:** Director Elkie presented the updated Dispatch Sit-Along Program for approval. After legal review, redundant information was removed from the documents and Kim recommended approval to open the program to interested criminal justice students at least 18 years of age. Motion was made by Commissioner Fournier and supported by Commissioner Gilmet to recommend approval of a Dispatch Sit-Along Program. Motion carried.

**INFORMATION ITEM:** County Administrator Mary Catherine Hannah presented information about a runway incursion from March at the airport. Airport Manager Steve Smigelski reported there was no danger, and he has a new policy that all vehicles are to be off the runway within 10 minutes of a commercial landing.

**INFORMATION ITEM:** County Administrator Mary Catherine Hannah gave an update on opioid settlement funds. Administrator Hannah made recommendation to fund the drug court and that monies from marijuana sales will be split between the City and County. Administrator Hannah will bring back to committee for discussion and recommendation.

**INFORMATION ITEM:** County Administrator Hannah gave an update to the committee on attorney contracts reporting that one attorney decided not to continue. Administrator Hannah informed the

committee that a new attorney was found to come on board but cannot take all cases. The attorneys will work together on the rest of the cases.

INFORMATION ITEM: County Administrator Hannah presented a standard agreement & compensation to hire civil attorney outside of contract for discussion. Discussion was made on how much to pay the attorney and Administrator Hannah recommended the amount paid to be \$55 to \$65 per hour. Administrator Hannah reported we pay a current flat fee of \$2,900 per month and can go higher with the hourly rate. Commissioner Gilmet recommended to set the hourly rate at \$70 and to bring back to the Committee to further review.

INFORMATION ITEM: Administrator Hannah gave an update on the pool reporting that a lifeguard recertification class was advertised as a new certification class and will rerun a new certification class.

INFORMATION ITEM: Administrator Hannah presented the proposed Alpena County Animal Control Ordinance 2022 for discussion. Animal Control Officer Michelle Reid reviewed the proposal with Administrator Hannah and stated it looked good. County Treasurer Kim Ludlow presented paperwork to show the proposal does not show that fees are changing. Administrator Hannah will change the paperwork to show the changing fees and submit for public notice and draft a resolution for Treasurer Ludlow to review. Recommendation was made to send to Full Board in June.

INFORMATION ITEM: Administrator Hannah gave an update on the sheriff position. Judge Curtis reported an ad was placed in newspaper and posted on the County website and he will meet with Prosecutor Cynthia Muszynski and County Clerk Keri Bertrand on Friday May 20, 2022, at 4:30 p.m. to review candidates.

INFORMATION ITEM: Chair Osbourne presented the bidding of a 2012 pickup truck with plow and a generator from the towers for discussion. Motion was made by Commissioner Fournier and supported by Commissioner Gilmet to recommend to Full Board. Motion carried.

INFORMATION ITEM: Kim Elkie, Director of Emergency Services/E911 reported that at the tower meeting today they are waiting for approval before ordering tower.

**\*Next Meeting: Thursday, June 16, 2022 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

#### ADJOURNMENT

Moved by Commissioner Gilmet and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting adjourned at 4.54 p.m.

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Kevin Osbourne, Chairman

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Kim MacArthur, Board Assistant

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