

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
Full Board Meeting Minutes  
Tuesday, November 28, 2023 – 1:00 p.m.  
Howard Male Conference Room/Zoom Room**

**CALL TO ORDER**

The Alpena County Board of Commissioners met and was called to order by Vice Chairman Burt Francisco in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, November 28, 2023 at 5:30 p.m.

**PRAYER**

Prayer was offered by Pastor Jim Erickson of Immanuel Lutheran Church.

**PLEDGE OF ALLEGIANCE**

Vice Chairman Burt Francisco called for the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Roll was called with the following Commissioners present: Bill LaHaie, District 1; Jesse Osmer, District #2; Robin Lalonde, District #3; Brenda Fournier, District #5; Burt Francisco, District #6; John Kozlowski, District #8. Bill Peterson, District #4 and Commissioner Travis Konarzewski, District #7 both excused.

**AGENDA**

Moved by Commissioner Lalonde and supported by Commissioner LaHaie to adopt the agenda as presented. Motion carried.

**RESOLUTION OF TRIBUTE TO JANINE BROWN**

Vice Chairman Burt Francisco read the Resolution #23-24 of Tribute to Janine Brown (attachment #1). County Maintenance Superintendent Wes Wilder presented the Resolution to Janine Brown, Maintenance Technician, for serving more than 25 years at the County and thanked her for her hard work in the maintenance department and congratulated her on her retirement. Vice Chairman Francisco thanked Janine and informed her that she is always welcome. There was a standing ovation for Janine and her service to Alpena County.

**PUBLIC COMMENT**

None.

**CONSENT CALENDAR**

Vice Chairman Burt Francisco presented the Consent Calendar with minutes and action items for approval.

- A) **Finance Ways & Means Committee Meeting Minutes** – November 21, 2023\* (\*Minutes only)
- **Budget Workshop Minutes** – October 24, 2023\*
  - **Budget Workshop Minutes** – November 20, 2023\*
- B) **Courts & Public Safety Committee Meeting Minutes** – November 20, 2023

ACTION ITEM #CPSC-1: The Committee recommends approval of the reimbursement request from the City of Alpena in the amount of \$10,000 for drug box restocking fees and an additional \$22,500 for reimbursement of disposable EMS supplies (pending copies of all invoices) per the current Ambulance Service Agreement as presented.

ACTION ITEM #CPSC-2: The Committee recommends approval of the 2024 Ambulance Millage ballot language as presented.

**Not Approved on Consent Calendar**

ACTION ITEM #CPSC-3: The Committee recommends approval to renew the Ambulance Millage for 6 years at 1.5 mills to be placed on the May 2024 ballot as presented.

ACTION ITEM #CPSC-4: The Committee recommends approval of the contract from Mid-Michigan Medical Examiner changing the location to which Alpena sends autopsies as presented.

- C) **Facilities, Capital, & Strategic Planning Committee Meeting Minutes**– November 22, 2023

INFORMATIONAL ONLY:

**Parks & Recreation Commission Meeting Minutes** – October 11, 2023

Moved by Commissioner Lalonde and supported by Commissioner Kozlowski to approve the Consent Calendar, except for CPSC-2 Action Item, which includes actions as listed above and filing of all reports. Commissioner Kozlowski pulled CPSC-2 Action Item for further discussion. Roll call vote was taken: AYES: Commissioners Lahaie, Osmer, Lalonde, Fournier, Kozlowski, and Francisco. NAYS: None. Motion carried.

### **BILLS TO PAY**

Clerk Keri Bertrand presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$ 7,726.10	\$ 7,726.10

Moved by Commissioner Fournier and supported by Commissioner Kozlowski to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Fournier, Kozlowski, and Francisco. NAYS: None. Motion carried.

## REALLOCATION OF AIRPORT PROPERTY

Airport Manager Steve Smigelski presented the reallocation of Airport Property for approval and gave an update. Steve informed the board that the intersection for the runway project will need to be rebuilt back up to grade and that there are no funds left to fund this issue and noted that instead of purchasing two snow removal equipment will use monies from the AIP Grant to use towards this project issue and though cannot reimburse using FAA Grant Funds with the next PFC Application #5 can put monies towards to repay what was borrowed today.

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

**ACTION ITEM #2: Recommendation to approve the land reallocation of 8,550 sq. feet from the edge of the ramp to the perimeter fence and to the abutting EAA Lease. On December 10, 2023 Alpena County Regional Airport shall have exclusive rights to fueling operations at the Airport.**

## RESOLUTION #23-25 FAA GRANT WITH MDOT AND ALPENA COUNTY FOR CONTRACT No. 2024-0115 AIRPORT RUNWAY PROJECT

Airport Manager Steve Smigelski presented the below Resolution #23-25 for approval:

**RESOLUTION #23-25  
ADOPTING AND APPROVING THE EXECUTION  
OF THE FAA GRANT FOR PROJECT NUMBER 3-26-0004-2923  
REHABILITATE RUNWAY-1-19 PAVEMENT  
(MIDDLE 1,045' X 150') PHASE 3/4-CONSTRUCTION  
BETWEEN THE COUNTY OF ALPENA  
ALPENA, MICHIGAN, AND THE  
MICHIGAN DEPARTMENT OF TRANSPORTATION**

**BE IT RESOLVED** by the members of the Alpena County Board of Commissioners, Alpena, Michigan:

**Section I.** That the County of Alpena, Michigan, at its Regular meeting, held on November 28, 2023, authorized the Chairman of the Board, Bill Peterson, to execute said Grant for Project Number 3-26-0004-2923 in the amount of \$1,900,000.00 and the County Clerk, Keri Bertrand, to attest said execution, and that such Grant Agreement shall be as set forth hereinbelow;

**Section II.** That the Chairman of the Board will execute said Grant Agreement in three (3) copies on behalf of the Alpena County Board of Commissioners and that the County Clerk will attest said execution and said execution will hereby be confirmed, ratified, and approved.

Moved by Commissioner Fournier and supported by Commissioner LaHaie to approve Resolution #23-25 as presented above and authorize the Chairman of the Board and/or County Administrator to sign all pertaining documents to this Airport Project. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Fournier, Kozlowski, and Francisco. NAYS: None. Motion carried.

## COUNTY ADMINISTRATOR

County Administrator Mary Catherine Hannah presented the revised Annual FY2022 -2 CFR Part 200 Cost Allocation Plan Update as an informational item reporting the plan was revised, completed, and sent to the State of Michigan.

### REPORTS OF REGULAR COMMITTEES

**Facilities, Capital & Strategic Planning Committee Update** – Nothing to report. Commissioner Konarzewski not available to report.

**Courts & Public Safety Committee Update** - Commissioner Kozlowski reported at the last meeting the ambulance millage and the ambulance contract were discussed and that the current contract expires at the end of 2024 with a new contract starting in 2025. Commissioner Kozlowski reported the committee will propose a 5-6 ambulance contract and can review this and other items discussed in the meeting minutes.

**Personnel Committee Update** - Commissioner Osmer reported boards and commission appointments are scheduled for the vacant appointments and will give an update at the next meeting.

**Economic Development Committee Update** – Nothing to report. Commissioner Konarzewski not available to report.

**Animal Control Adhoc Committee Update** – Commissioner Kozlowski reported the committee continue to recommend policies needed in advance and that the set of policies are currently being worked on and that the meeting in December has been cancelled and will meet in January 2024.

### OTHER BOARDS & COMMISSIONS

**Health Department** – Commissioner Fournier reported that the state is demanding that preschool children have their teeth examined before attending school. Commissioner Fournier informed the board that there will be an Open House for the new building for the Health Department in Atlanta on December 13, 2023 from 11 am to 12:30 pm.

**Parks & Recreation** – Commissioner LaHaie reported all the parks are shut down for the winter, have a new computer system for reservations starting in January, getting rid of the PointPersons Committee, may hire someone to do some secretarial work but only in discussions at this time, and that Commissioner Osmer is the Secretary for the Parks & Recreation Commission.

**Montmorency Oscoda Alpena (MOA) Landfill Authority** – Commissioner Francisco gave an update reporting at the last meeting they are getting closer to having injection well operational and are estimating 12.18.23, new prefab building being delivered 11.30-12.01 with hookup and prep work to be done, this well will help save money once started, the board gave a 3% pay increase for the staff at MOA Landfill for 2024.

**Planning Commission** – Commissioner LaHaie reported they held a meeting at the Ossineke Township Hall to go over the recreation plan and reconnecting trails was one discussion.

**Northeast Michigan Regional Entity (NMRE)** – Commissioner Francisco reported they meet every other month and gave a good financial report, and that Alpena County has a liquor tax estimated \$280,812 for future projects.

**Northeast Michigan Consortium** – Commissioner Lalonde reported they meet quarterly and have a Hydro Tour on 12.04.23 that consumer power put together for the Oscoda area.

**Northeast Michigan Council of Governments (NEMCOG)** – Commissioner Francisco reported they had a meeting on 09.28.23 and he reported on that in October, will give an update after the next meeting on 12.21.23.

**Northeast Michigan Community Service Agency (NEMCSA)** – Commissioner Lalonde reported they held a fundraiser for the center in Iosco County that serves kids in need, September there was a Health Fair with nursing, preschool, and headstart with joint efforts from NEMCSA and the schools, DTE and Relief of Michigan planted twenty trees diversify canopy, increase in staff but still short and continue to work on.

**Target** – Commissioner Osmer reported that they are building within Target and interviewing candidates with one declared and then declined and going a second round to fill agency.

**Central Dispatch Committee** – Commissioner Francisco reported last meeting was 10.18.23 and the next will be 01.03.24, recommend approving car/deer accident protocols, ambulance dispatch with airbag deployments and recommend officer on scene to make call for medical response when air bag is deployed, record policy and protocol at Airport.

**Local Emergency Planning Committee (LEPC)** – Commissioner Francisco reported that 911 Director Kim Elkie worked on three offsite plans which were submitted to Homeland Security and approved, radio procurement for the Sheriff's Office discussions continues.

**Local Planning Team (LPT)** – Commissioner Francisco reported that the city is working on their operations plan and reviewing County EOP; and that the city will be updating their plan.

**Northeast Michigan Materials Management Authority (NMMMA)** – Administrator Hannah reported that she did not attend the last meeting and that Commissioner Francisco did not either due to conflict with meetings and that she received an update of that meeting and gave an update: First of next year good operations in order for 2024, received a Technical Assistant Grant which will help get plan costs for new building, RFP with Huron Engineering working on design/construction for new facility to go out shortly.

**Veterans Affairs Board** – Commissioner LaHaie reported the board met but no quorum, so no meeting was held, Poll Vote was done for the meeting dates for 2024.

**Road Commission** – Commissioner LaHaie reported the board met and are doing routine maintenance on roads and state highways, working on a survey and design on Long Rapids Rd, Bagley St, and Hamilton Road for 2024, street name signs people are stealing and they continue to do maintenance on the signs, they are working on: a keyless entry system for building, security windows for lobby and are using same people that did the County's, and working on federal aid for project proposals.

## **UNFINISHED BUSINESS – ACTION ITEM #CPSC-2: AMBULANCE MILLAGE**

Commissioner Kozlowski pulled Action Item #CPSC-2 for the Ambulance Millage reported that during the last Courts & Public Safety Committee Meeting there was a discussion on the ambulance millage. Commissioner Kozlowski recommends legal representation to review the ambulance millage language before going on the ballot. Administrator Hannah reported that she was not sure if the ambulance millage language has had legal review prior but will send the ambulance millage language for legal review and bring back to the board.

Moved by Commissioner Kozlowski and supported by Commissioner Osmer to approve the below action item pending legal review and approval. Motion carried.

**ACTION ITEM #CPSC-2: The Committee recommends approval of the 2024 Ambulance millage ballot language as presented pending legal review and approval.**

### **NEW BUSINESS – UPDATED DRAFT 2024 BUDGET**

Vice Chairman Francisco presented the updated draft 2024 budget from the last budget workshop and that if the board does not approve today will need to hold a special session. Treasurer Ludlow informed the board that the budget will need to be put on public display for a minimum of 10 (ten) days for public review and adopt at the full board on December 12 or December 27 and if not adopted in 2023 then no money can be spent in 2024. Commissioner Kozlowski recommended to look at ways to reduce the budget as they move into 2024.

Moved by Commissioner Lalonde and supported by Commissioner Kozlowski to approve the updated draft 2024 budget as presented and for Treasurer Ludlow to put on public display for 10 (ten) days. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Lalonde, Fournier, Kozlowski, and Francisco. NAYS: None. Motion carried.

### **OLD BUSINESS - DDA EXPANSION/IMPLEMENTATION OF INTERLOCAL AGREEMENT DISCUSSION**

Commissioner Osmer shared his concerns regarding the boundaries and the twenty homesteads in the DDA Expansion that were reported to be excluded and found out during the city council meeting that they were not. Commissioner Lalonde shared her concerns and disappointment with the DDA proceeding without full disclosure to the commissioners. Administrator Hannah reported she spoke with Commissioner Osmer and the City Manager and there was legal counsel around that question and will share with the commissioners. Commissioner Osmer informed the board that the attorney that did the legal review sits on the DDA board and the DDA did not reach back out to the commissioners to inform them. Commissioner Fournier reported that she agrees with Commissioner Osmer and Lalonde and recommends that the DDA apologize to the twenty homesteads and to the commissioners.

### **PUBLIC COMMENT**

Kevin Ginter of Alpena informed the board that he was at the same meeting as Commissioner Osmer regarding the DDA Expansion and shared his comments.

Stephanie Hoppe of Alpena, representing on behalf of her family, shared her concerns about the property they purchased through a tax sale.

Mark Hunter of Alpena commented on the DDA Expansion reporting that there may be an opt out for those 20 Homestead homes.

**ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Kozlowski to adjourn the meeting. Motion carried. The meeting was adjourned at 6:31 p.m.

  
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Burt Francisco, Vice Chairman of the Board

  
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Keri Bertrand, County Clerk

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