

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
Tuesday, July 23, 2024 – 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 Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, July 23, 2024, at 1:00 p.m.

PRAYER

Prayer was offered by Pastor Joe Collins of Shoreline Wesleyan Church of Alpena.

PLEDGE OF ALLEGIANCE

Chairman John Kozlowski 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; Dan Ludlow, District #2; Robin Lalonde, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Burt Francisco, District #6; Travis Konarzewski, District #7; and John Kozlowski, District #8.

AGENDA

Moved by Commissioner Peterson and supported by Commissioner LaHaie to adopt the agenda with the following items pulled: 1) Resolution #24-19 - hold until next board meeting for further clarification, and 2) NEMCSA additional office space request - hold due to incorrect information. Motion carried.

PUBLIC COMMENT

Dennis Schultz of Alpena shared his request to dissolve the present library board and appoint new library applicants. Dennis informed the board that he will help remove signs that have been placed throughout the county.

Michael Kramer of Alpena informed the board that he attended the library meetings and shared his experience with the meetings.

CONSENT CALENDAR

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) **Finance Ways & Means Committee Meeting Minutes – July 9, 2024* (*Minutes only)**

B) **Airport Committee Meeting Minutes** – July 11, 2024

C) **Facilities, Capital, & Strategic Planning Committee Meeting Minutes** – July 17, 2024

ACTION ITEM #FCSPC-1: The Committee recommends approval of Northern Lights Arena’s 2nd Quarter Reimbursement Request in the amount of \$556.00 as presented.

ACTION ITEM #FCSPC-2: The Committee recommends approval to transfer \$16,500 from the 711 Building Fund into Equipment Maintenance line item 245-265-931 to pay Control Solutions Invoice 17043CW in the amount of \$3,039.03 and approve the proposal from Control Solutions in the amount of \$13,385 to complete the necessary air conditioning repairs as presented.

ACTION ITEM #FCSPC-3: The Committee recommends approval of Control Solution’s proposal to repair the circulating pump at the Health Department in the amount or \$4,495 and to transfer \$4,500 from the Health Department Building Fund into Equipment Maintenance line item 246-265-931 to pay the invoice upon completion of work as presented.

ACTION ITEM #FCSPC-4: The Committee recommends approval of the Airport Facility Lease Template as presented.

INFORMATION ONLY:

Alpena County Parks & Recreation Commission Meeting Minutes – June 12, 2024

Moved by Commissioner Lalonde and supported by Commissioner Ludlow to approve the Consent Calendar, which includes actions as listed above and filing of all reports as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Lalonde, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

BILLS TO PAY

Clerk Keri Bertrand presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$ 105,988.84	\$ 105,988.84

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

BUDGET ADJUSTMENTS

Chairman Kozlowski presented the budget adjustments for approval.

1. Emergency Management/E911 Director Budget Adjustment Request –

ACTION ITEM #1: Recommendation to approve the Emergency Management/E911 Director's Budget Adjustment Request of \$135,332 from the 911 Fund balance with the increase to line item 261-325-991.001 Central Square Dispatch Equipment to cover the contracted costs for installation

and subscription costs for the 911 Call-Handling Equipment Project for year one of the contract and approve payment of the first two invoices totaling \$41,632.50 (Invoice 413653 in the amount of \$24,979.50 and Invoice 414958 in the amount of \$16,653.00) as presented.

Moved by Commissioner Francisco and supported by Commissioner Peterson to approve the budget adjustments request as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Lalonde, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

USDA-RURAL DEVELOPMENT HOUSING PREVENTION GRANT

Home Improvement Director Nicki Janish presented the 2024 Housing Prevention Grant Application in the amount of \$150,000 for review and approval. The matching funds for this grant are CDBG/Program Income in the amount \$75,000 and there is no County match. Nicki informed the board that by mid fall award notification will be received and will either be a 12 or 24 month set up duration for the grant.

Moved by Commissioner Lalonde and supported by Commissioner Peterson to approve the 2024 Housing Prevention Grant Application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Lalonde, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #4: Recommendation to approve the 2024 USDA Rural Development Housing Preservation Grant Application in the amount of \$150,000 with no County match with \$75,000 in CDBG Program Income and authorize the Chairman of the Board and/or the County Administrator to sign all pertaining documents as presented. This has Grant Review Committee approval.

NEMCSA 2023 ANNUAL REPORT

Frances Ommani, NEMCSA Director, presented the 2023 Annual Report for NEMCSA and gave an update of the services provided for the following Core Counties: Alcona, Alpena, Arenac, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, and Presque Isle County. Frances noted that though Roscommon County is not a Core County, some services are provided. NEMCSA supports communities in Northeast Michigan and the Core Counties with more than 30 programs and over 700 employees. Frances passed out the annual report to the board along with NEMCSA School Success Partnership information. Dorothy Pintar, NEMCSA Community Programs Director, gave an update of the school success program they offer and the recent award they received.

RESOLUTION 24-18

NMMMA Treasurer/City of Alpena Manager Rachel Smolinski presented Resolution 24-18 for approval to clarify use of ARPA Funds for the Northeast Michigan Materials Management Authority Materials Recovery Facility. Rachel reported the auditors requested clarification and this resolution will clarify the ARPA Funds. Administrator Osmer clarified that the funds were given direct funds to NMMMA for the MRF Facility Project and not used as a match and needed this document to correct it. Administrator Osmer reminded the board that the county already disbursed the \$500,000 given to NMMMA.

WHEREAS, Alpena County has been allocated funds under the American Rescue Plan Act (ARPA) to address the economic and public health impacts of the COVID-19 pandemic and to support economic recovery and development; and

WHEREAS, Alpena County previously allocated \$500,000 in ARPA funds to Northeast Michigan Materials Management Authority (NMMMA) on March 24, 2022 for matching grant funding;

WHEREAS, the NMMMA is committed to advancing sustainable waste management practices and enhancing the recycling infrastructure in Northeast Michigan and Alpena County is serving as the Designated Planning Agency for Materials Management Planning for the Counties of Alpena, Alcona, Oscoda, Iosco, and Montmorency; and

WHEREAS, the development of a \$5.5 M Materials Recovery Facility (MRF) in Alpena County will provide significant environmental, economic, and community benefits, including improved waste diversion rates, job creation, and long-term sustainability; and

WHEREAS, the proposed MRF project encompasses critical phases including design, engineering, site work, utilities, building construction, equipment acquisition, grant match requirements, and preconstruction costs; and

WHEREAS, the allocation of \$500,000 in ARPA funds will substantially support the development and realization of the MRF project, thereby benefiting the residents of Alpena County and the broader region;

NOW, THEREFORE, BE IT RESOLVED that the Alpena County Board of Commissioners hereby authorizes the use of the *aforementioned* \$500,000 from the County’s ARPA funds to the Northeast Michigan Materials Management Authority (NMMMA) for the development of the Materials Recovery Facility, including but not limited to:

1. **Design and Engineering:**
 - Professional services required for the design and engineering of the MRF.
2. **Site Work and Utilities:**
 - Site preparation, grading, and installation of necessary utilities to support the facility.
3. **Building Construction:**
 - Construction of the MRF building and associated structures.
4. **Equipment Acquisition:**
 - Purchase and installation of necessary equipment for the operation of the MRF.
5. **Grant Match:**
 - Funds to be used as a match for any additional grants received to support the project.
6. **Preconstruction Costs:**
 - Expenses related to project planning, permitting, and other preliminary activities necessary to initiate construction.

Moved by Commissioner Konarzewski and supported by Commissioner Lalonde to adopt Resolution 24-18 with the addition of “*aforementioned*” before \$500,000 in the last paragraph (Now, Therefore, Be It Resolved) of above resolution presented. Motion carried.

Commissioner Bill Peterson left for a doctor’s appointment at 1:37 p.m.

MUNETRIX 3 YEAR OPTION

County Administrator Jesse Osmer presented the contract for Munetrix for discussion and approval stating the contract will be up the end of August this year. Administrator Osmer noted that the option to have a 3-year contract with Munetrix is cheaper than the annual contract. Treasurer Ludlow

gave a background history of Munetrix and how the county utilizes it stating that the previous county administrator wanted to do budgets through Munetrix and this was not done last year or the year prior. Treasurer Ludlow noted that the county was using before that filing report annually for transparency since 2013, but not using the other services that Munetrix provides. No training on Munetrix has been done with the department heads.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve the Munetrix contract as presented. Discussion on the Munetrix software and if the department heads utilize it. Commissioner LaHaie withdrew his motion. County Administrator Jesse Osmer informed the board that there is a voluntary Munetrix Zoom Training for the department heads on July 30th and he will bring back to the board his findings to the next board meeting for board review/approval of the contract options for Munetrix before the expiration of the contract on August 31, 2024.

RRS PHASE 1 BALANCE OF MMP

Administrator Osmer presented an invoice for the balance of the RRS Phase 1 Michigan 5-County Materials Management Planning for review and approval stating that the board needs a representative on the Materials Management Committee as Alpena County is set up as the fiduciary and apply for grants which Kristen from RRS and Elisa Seltzer will help with. Kristen Weiland, Senior Consultant, RRS, reported that there is an interlocal agreement between RRS and Alcona, Alpena, Montmorency, Otsego, and Presque Isle Counties and Alpena County is the planning agency/hub for the Michigan 5-County Materials Management Planning. Kristen gave an update on the completion of Phase I with all five counties and that Phase II has been approved to move forward and they have sent out Notice of Intent to the five counties with the state. Discussion and recommendation for Alpena County to be the hub and if Alpena County did not do the state would do.

Moved by Commissioner Francisco and supported by Commissioner Fournier to approve the RRS Phase 1 remaining 50% balance as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Lalonde, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Commissioner Peterson, excused. Motion carried.

ACTION ITEM #7: Recommendation to approve the RRS Phase 1 remaining 50% balance Invoice #SIN004484 in the amount of \$12,500.00 for the Michigan 5-County Materials Management Planning and pay from line item #101-000-084.001 as presented.

TREE CLEARING OF AIRPORT LOTS

Administrator Osmer presented the tree clearing of the airport lots for discussion. Airport Manager Steve Smigelski gave an update that the work was paused due to the runway project and not being able to use perimeter road. Discussion that this was already approved as well as for the property for the recycling facility.

ALPENA COUNTY LIBRARY

Chair Kozlowski presented the issues with the Alpena County Library to the board for discussion and recommendation noting that Commissioner LaHaie and Commissioner Francisco requested this be on the agenda for further discussion and recommendation. Chair Kozlowski noted that he and three other commissioners and county administrator attended the library board meeting last evening.

Administrator Osmer gave an update stating that the library board approved Jessica Luther as the Interim Library Director for 30 days and would like to hold an educational session with the commissioners in

small groups and no date/time has been set yet, and the library board is working on a solution for the filing system. Chair Kozlowski reported that the timing has not worked out to coordinate an educational session with the library board and commissioners as well as the library board coming back with more information the commissioners requested. Commissioner Francisco shared his recommendation for the library board to schedule a presentation with the whole group of commissioners and not a small group as to have the same presentation at the same time. Commissioner LaHaie shared his recommendation noting that the library needs the millage, and it may be lost if changes are not made with the library board. Commissioner LaHaie informed the board that the library board makes the decision on who is hired as the library director, assistant director, and staff, but the commissioners make the decision on who is appointed to the library board. Administrator Osmer informed the board there is a process to follow for removal off the library board and by law cannot remove all as a whole and need to meet with the library board members individually and give a reason for removal, then a public hearing will need to be held, then post vacancies for 30 days, and hold interviews, then recommendations need to be presented to the board of commissioners for final decision. Administrator Osmer stated that nothing would happen before election day on August 6th. Chair Kozlowski shared his recommendation and has seen the books stating it is educational via public act 33 and does not feel eliminating the total library board would help. Commissioner Fournier shared her recommendation stating the severity of the issues and to start over with a new library board. Commissioner Francisco shared his recommendation noting that three library board members were present at the meeting last evening with two library board members absent and noted that the present members can reapply and feels all applicants should be reviewed and considered. Commissioner Konarzewski requested a special meeting to be held with the library and did not happen as the library board only appointed an interim library director. Commissioner Lalonde shared her recommendation as she was at last nights library board meeting stating that there are some controversial items – children’s selection and to look at the entire book matters, another book same educational but not controversial items; not banning books but recommends citizens, library board, and commissioners take a look at these books. Commissioner Lalonde stated she has received a lot of negative feedback and shared her recommendation, support and speaking for her district. Discussion and recommendation to give direction and present the recommendation to start the process to the personnel committee and Commissioner Francisco noted that he would help the personnel committee with this process. Commissioner Konarzewski reported the library board meeting last night was informational, but the primary focus of the meeting was the library issues discussion.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to start the process in motion: to notify the library board individually the reason for removal, set up public hearing, post vacancies for 30 days, personnel committee interviews candidates and presents recommendations to the board of commissioners and the full board of commissioners will make final decision. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Lalonde, Fournier, Francisco, and Konarzewski. NAYS: Commissioner Kozlowski. Commissioner Peterson, excused. Motion carried.

REPORTS OF REGULAR COMMITTEES

Facilities, Capital & Strategic Planning Committee Update – Chair Kozlowski reported items discussed are in the minutes, including discussion on NLA, 711 building, DHD building, and that Animal Control was getting a new roof.

Airport Committee Update – Chair Kozlowski reported the committee met and discussed some unpaid invoices for a couple of years.

OTHER BOARDS & COMMISSIONS

District #1 Commissioner Bill LaHaie gave an update on the following boards/commissions he represents:

Planning Commission – No meeting held in July.

Veterans Affairs Board Liaison – Need to advertise for two openings, regular items discussed at board meeting. Commissioner Francisco reported that he would serve on the board when commissioner term completed end of this year and asked to apply to this board. Chairman Kozlowski recommended to add this to the personnel agenda and get in touch with the Veterans Counselor Dan Perge.

District #2 Commissioner Dan Ludlow gave an update on the following boards/commissions he represents:

HUNT – Informational meeting, hired new secretary, new deputy from Alcona County coming soon, used car purchase, and sound financial report.

NEMCOG – Attended, nothing to report.

NEMCSA – Attended, nothing to report.

Parks & Recreation Commission – Attended, nothing to report.

Thunder Bay Marine Sanctuary – Attended, going on Viking cruise 08.21.24.

District #3 Commissioner Robin Lalonde gave an update on the following boards/commissions she represents:

Fair Board Liaison – 4-H Market Sale encouraged the board and public to go see what is for sale as the youth works hard on this, recommendation for board to sign horsehead to show support, sold out this year, fundraising on their own for a new sound system, requests board to support the fair.

Thunder Bay Transportation – Couple new busses, have their own millage coming up and asked for board support.

District #4 Commissioner Bill Peterson was not present, excused.

District #5 Commissioner Brenda Fournier requested Commissioner LaHaie to report.

District Health Department #4 – Commissioner LaHaie reported Atlanta office needed a new generator that cost \$15,000, passed a no gun restriction, financials going well, and retirement report at 65%.

District #6 Commissioner Burt Francisco gave an update on the following boards/commissions he represents:

Northeast Michigan Regional Entity – Met on 07.08.24, healthy fund balance, liquor tax fund helping to support programs.

Opioid Update – Northeast Michigan Recovery Network's next meeting is 08.15.24.

District #7 Commissioner Travis Konarzewski reported he was out of town for the following boards/commissions he represents:

Community Corrections Advisory Board – Did not attend. Sheriff Smith reported board working on a jail pilot program to expand education for inmates to obtain their GED and receive technical training and college credits.

Northern MI Counties Association – Did not attend.

District #8 Commissioner John Kozlowski gave an update on the following boards/commissions he represents:

DARE – Sheriff Smith reported moving towards TEAM through State Police, pilot program discussed and approved at Alpena Public Schools meeting with officer back in school.

NE MI Consortium – Michigan Works 40 pages of financial reports he can forward along with the agenda if the board wishes to receive a copy.

Northeast Michigan Materials Management Authority (NMMMA) – Ken Lobert has stepped down as chair of NMMMA and there is an open seat, hiring a director for the recycling facility. Chair Kozlowski will be attending this weeks NMMMA board meeting, NLA has 6-8 recycling bins and people are leaving junk in them that does not belong and shared his concern as this adds additional work.

United Way – Not notified of when meetings take place, next one in October sometime.

MATERIALS MANAGEMENT PLANNING REPRESENTATIVE

Chairman Kozlowski presented the appointment of Commissioner Bill Peterson to the Materials Management Planning Committee representing Alpena County. Moved by Commissioner Lalonde and supported by Commissioner Fournier to approve the Chairman's appointment of Commissioner Bill Peterson as the Alpena County representative on the Materials Management Planning Committee. Motion carried.

POLL VOTE: ACC CONTRACT WITH SHERIFF'S OFFICE

Chairman Kozlowski presented the Poll Vote for the ACC contract with the Sheriff's Office as informational only. Chairman Kozlowski shared his appreciation of everything the Sheriff has done in finding ways to help the county budget issues. Chairman Kozlowski noted that he supports the Sheriff's Department, and he will not recommend major cuts from one department.

POLL ACTION ITEM #1: Recommendation to approve a five (5) year contract with Alpena Community College beginning August 19, 2024, for the establishment of enhanced law enforcement presence on the College's Alpena Campus. The first payment of \$22,522.81 will be paid on that date and cover through January 14, 2025. Afterward, a bi-annual payment of \$30,447.50 will be paid on/before both January 14 and July 14 of each year through July 14, 2029.

Roll call vote taken: AYES: Commissioners LaHaie, Ludlow, Lalonde, Peterson, Fournier, Francisco, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

PUBLIC COMMENT

Nonie Muller of Alpena shared her concerns for the library staff and selection of books, and also shared her experience working in the community as a nurse and the trauma she has seen.

Bruce Health of Alpena thanked the board of commissioners for taking action to find a new library board and recommends the friends of the library read the books in the library and have the books reviewed by the community. Bruce informed the board that he will take down all the signs and post a letter to the editor to recommend approving the library millage.

Julie Byrnes of Alpena shared her concerns of the library and noted she was in the military. Julie thanked the board of commissioners for taking care of the kids in the community.

Tracy Collins of Lachine shared her concerns of the library board and experience attending the library meetings and the importance of the youth issue in the community.

Ashley Stewart of a Library support group reported on zoom sharing her concerns of the library issue noting she has attended a few of the board of commissioner's meetings. Ashley informed the board of the litigations across the country regarding the issues at hand and can provide information to the commissioners if they would be interested. Ashley shared her support of the current library board and requested the commissioners do more research before eliminating the current library board.

CLOSED SESSION

Commissioners went into closed session for discussion on a Litigation issue at 2:59 p.m. and reopened session at 3:04 p.m. Roll call was taken: Commissioners LaHaie, Ludlow, Lalonde, Fournier, Francisco, Konarzewski, and Kozlowski present. Commissioner Peterson, excused.

ADJOURNMENT

Moved by Commissioner LaHaie and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting was adjourned at 3:04 p.m.

John Kozlowski, Chairman of the Board

Keri Bertrand, County Clerk