GRANTS AND CONTRACTS COMMITTEE
MEETING MINUTES
Thursday, July 9, 2026 – 10:00 a.m.
Howard Male Conference Room/Zoom

Commissioners Present:	Dan Ludlow, Chair Lucille Bray Brenda Fournier, sitting in for John Kozlowski John Kozlowski, excused
Others Present:	Jesse Osmer, County Administrator Nick Akins, Maintenance Superintendent (zoom) Holly Akins, Fairgrounds Manager (zoom)

CALL TO ORDER
Chair Dan Ludlow called the meeting to order at 10:00 a.m.

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

ROLL CALL
All committee members present.

APPROVE AGENDA
Moved by Commissioner Bray and supported by Commissioner Fournier to approve the agenda as presented. Motion carried.

PUBLIC COMMENT
None.

OPIOID REMEDIATION FUNDING
County Administrator Jesse Osmer presented documentation submitted by the Opioid Remediation Fund Steering Committee Chair Jennifer Graham. At a previous meeting there was discussion about how funding is dispersed and the process for tracking.

Chair Graham reported the application is a template provided by the Michigan Association of Counites that was edited to be specific to Alpena County. Every application that comes in gets reviewed with documents that specifically state what funding can and cannot be used for.

Administrator Osmer reported funding will end in 2038, and the Opioid Committee is looking into whether money can be put into the Community Foundation little by little over the next several years so once the funding ends, there will still be funds available.

Discussion was made on the criteria scoring. Chair Graham will send the information to Administrator Osmer to provide to the Committee. The Opioid Committee follows specific guidelines, structure, and legal procedures when making their recommendations on funding before they come to the board for final approval. Chair Graham reported that once the applications are submitted the applicants agree to send progress reports every six months until the project has been completed and a final report is to be provided within 60 days of closure of the project.

Chair Graham asked that any recommendations of additional information the board would like to see on the applications to please reach out to her or Administrator Osmer so the application can be adjusted to make sure the applicants know what's expected of them when the submit their application.

FAIRGROUNDS USE FORM

Administrator Osmer presented a red-lined copy of the Agreement for Rental or Use of the Alpena County Fairgrounds for review. The Committee went step by step over any changes or recommendations made. Corrections will be updated and brought to the next meeting for review and approval.

DHD4 LEASES

Discussion was made on the square footage amounts charged to each entity leasing portions of the DHD4 building. The Health Department has 10,092 square footage and pays $13.65 a square foot per year; NEMCSA has 2,809 square footage and pays $14.66 a square foot per year, but they are only on a yearly basis; and Dental Clinics North has 2,180 square footage and pays $11.29 a square foot per year. NEMCSA's lease agreement will be up for negotiation this year and the Health Department and Dental Clinics North will both be up for negotiation next year.

Administrator Osmer would like to advertise space for rent in that building and the committee agreed upon a rate of $13.75 per square foot per year. Administrator Osmer will work with the Maintenance Superintendent to get photos and measurements of the space available and advertise on the county Facebook page. If there doesn't seem to be any interest a realtor may need to be brought in to help. Discussion was made for the Administrator to put out an RFP.

Moved by Commissioner Bray and supported by Commissioner Fournier to recommend a DHD4 lease rate of $13.75 to be advertised as presented. Roll call vote was taken: AYES: Commissioners Bray, Fournier, and Ludlow. NAYS: None. Motion carried.

> **ACTION ITEM #1: The Committee recommends approval to advertise space available for lease at the District Health Department #4 building at a lease rate of $13.75 a square foot as presented.**

ADJOURNMENT

Moved by Commissioner Fournier to adjourn the meeting with support from Commissioner Bray. The meeting adjourned at 12:18 p.m.

Dan T. Ludlow

Dan Ludlow, Chair

kvm