

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, July 15, 2026 – 9:00 a.m.
Howard Male Conference Room/Zoom

Commissioners Present: Todd Britton, Chair
Brenda Fournier
Travis Konarzewski
John Kozlowski

Others Present: Jesse Osmer, County Administrator
Cindy Cebula, County Treasurer
Keri Bertrand, County Clerk
Nick Akins, Maintenance Superintendent
Mick Higgins, Airport Manager (zoom)

CALL TO ORDER

Chairman Todd Britton called the meeting to order at 9:00 a.m.

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

ROLL CALL

All members present.

APPROVE AGENDA

Moved by Commissioner Fournier and supported by Commissioner Kozlowski to approve the agenda with clarification by County Administrator Jesse Osmer that closed session is not a contract discussion and does not deal with the fairgrounds, it is for attorney information regarding a contract for review; and adding the distribution of correspondence received this morning regarding the cell phone tower at the end of the meeting. Motion carried.

PUBLIC COMMENT

None.

AIRPORT MONTHLY UPDATE

Chair Britton presented the monthly airport update on behalf of Airport Manager Mick Higgins.

- Enplanement numbers are up 167 year to date.
- Fuel sales for SkyWest are down, Jet Retail A is up, and Retail 100 Low Lead was down for June.
- Equipment is all operational besides the Oshkosh blower which is still at Midwest Diesel.
- The T-Hangar project is underway with groundwork projected to happen this fall and depending on when material arrives to continue into spring.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave the monthly maintenance update:

- The courthouse has been pressure washed, and Thunder Bay Pressure Washing has recommended that the courthouse be sealed. Discussion was made on repair and painting

compared to sealing. Chair Britton recommended putting out a Request for Proposals.

- Flooring will be put in at the MDOT building on July 20th.
- The sculpture bench slab can begin next Tuesday.
- Two bids were received regarding the clock on the courthouse. Maintenance employee Nate Spicer was able to get the clock up and running for several months, but now the motor is no longer working. The bids will be sent to the committee for further consideration.
- The bathroom wall at the fairgrounds has been painted and mulch has been put down by the marquee. Dust control was done around the outside of the fairgrounds and has helped tremendously with all the wind. There is also a possibility for gravel to be donated this year. The ticket booth that was damaged by a camper is projected to be fixed before the fair.
- Discussion was made on fixing the yard lights at the MDOT building. Superintendent Akins will follow up.
- The generators that have been in place for years have all been load tested and are old but running to capacity.

DHD4 HVAC SYSTEM

Superintendent Akins reported that approximately three years ago to replace the DHD4 HVAC system it was quoted between \$150,000 to \$170,000. Dental Clinic has their own mini splits and are not really affected. There haven't been complaints from the Health Department, but they are on the bottom floor. It's on the top floor that is not getting enough airflow so two air conditioner units were purchased for NEMCSA's area and seems to be working out well.

MDOT BUILDING HVAC SYSTEM

Chair Britton presented a report from Spicer Group regarding MDOT building HVAC improvements for review. The rooftop unit should be replaced along with some duct work modifications that need to be done in conjunction with that. The budget for the project including engineering fees and 5% construction contingency is \$178,000. Spicer Group's proposed summary fee includes: 1) Mechanical & Electrical Final Design in the amount of \$15,900; 2) Bidding Support in the amount of \$5,200; and 3) Construction Administration in the amount of \$7,600 for a total of \$28,700. Chair Britton reported he can take on the Construction Administration portion of the project and recommends hiring Spicer Group for the design and bid support in the amount of \$21,100.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to recommend approval to take the matter to full board and authorize the County Administrator and County Treasurer to try to find funding for this project not to exceed \$21,100 as presented. Motion carried.

NORTHERN LIGHTS ARENA 1ST QUARTER REIMBURSEMENT REQUEST

Chair Britton reported this reimbursement request was brought back for discussion because there was question on whether the hardware portion of the requests could be paid via the Youth and Rec grant funding. The items were purchased by Alpena Rink Management not MPAC, who the grant funding was for. The bulk of the reimbursement request was for the dehumidification project that they ended up doing in house in which Jeremy Winterstein with Alpena Rink Management is guaranteeing his work. Discussion was made that moving forward Alpena Rink Management needs to be present at meetings when requesting reimbursement of funds.

Moved by Commissioner Konarzewski and supported by Commissioner Kozlowski to recommend approval of the Northern Lights Arena 1st Quarter Reimbursement Request as presented. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the 1st Quarter Reimbursement Request from Northern Lights Arena in the amount of \$5,472.84 as presented.

FAIRGROUND EVENTS AND PROMOTING USE

Commissioner Kozlowski presented discussion on having more events at the fairgrounds such as car shows and antique shows. For more events to happen it would require individuals to run and organize the events. Commissioner Kozlowski previously spoke with Fair Board President Courtney Tauriainen, and she stated this is something they could possibly look into. Commissioner Kozlowski will continue to work on this.

GENERATORS

Discussion was made about the backup generators the county received to help the townships in the event of an emergency. The committee agreed the new Emergency Manager should be delegated the task to work with each township so they can be wired and ready to hookup a generator in an emergency.

OPTIMIST CLUB PLAYGROUND

Administrator Osmer reported there has not been any luck with setting up a meeting with the Optimist Club regarding the playground at the fairgrounds and presented a letter to be sent to them regarding the status of the playground with maintenance and repair. Administrator Osmer will reach out to former Executive Manager Tammy Bates for more information on the on the history of the playground. Superintendent Akins would also like to include that the outdated Optimist Club sign at the fairgrounds needs to be addressed as well.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to recommend approval to send a letter to the Alpena Optimist Club regarding the status of the playground equipment as presented. Motion carried.

ACTION ITEM #2: The Committee recommends approval to send a letter to the Alpena Optimist Club regarding the status of the playground equipment maintenance and repair as presented.

AHS TENNIS COURTS

Administrator Osmer reported Alpena High School has reached out again to the county with interest in taking over the tennis courts located at the high school that are owned by the county. There is no benefit to the county to own the courts.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to recommend approval to begin the process of giving the tennis courts to Alpena High School and for the attorney to draft a release letter as presented. Motion carried.

ACTION ITEM #3: The Committee recommends approval for the county attorney to draft a release letter for the tennis courts at the high school for Alpena High School to take ownership as presented.

NORTHERN LIGHTS ARENA MONTHLY REPORTS

Chair Britton presented the Northern Lights Arena monthly reports to receive and file. Moved by Commissioner Konarzewski and supported by Commissioner Fournier to receive and file the Northern Lights Arena monthly reports as presented. Motion carried.

RECYCLING REPORTS

Chair Britton presented the monthly recycling reports to receive and file. Moved by Commissioner Konarzewski and supported by Commissioner Fournier to receive and file the recycling reports as presented. Motion carried.

FAIRGROUND MANAGER REPORTS

Chair Britton presented the Fairground Manager monthly reports to receive and file. Maintenance Superintendent Akins reported the new gutters on the Caretaker's home are currently being put on and there is now a code lock on the bathroom. Discussion was made to leave the bathroom open during the day and lock it at night and put up a sign with the times it will be closed.

CLOSED SESSION

The Committee went into closed session at 10:01 a.m. to discuss attorney information involving a contract and opened session at 10:23 a.m. Roll call was taken with all members present.

OTHER DISCUSSION

Administrator Osmer handed out the projected costs for the clock to be fixed and correspondence from the cell phone tower company. They are on the Planning Commission's agenda for Wilson Township on August 5th at 6:00 p.m. and asked that Administrator Osmer and Sheriff Erik Smith be present.

ADJOURNMENT

Moved by Commissioner Konarzewski to adjourn the meeting with support from Commissioner Fournier. The meeting adjourned at 10:24 a.m.

Todd Britton, Chair

kvm