

1/4/2016

Alpena County

2016 Agendas & Minutes of the Board



All board minutes are not officially approved until the next board meeting. The Alpena County Board of Commissioners meets monthly at 1:00 p.m. (unless otherwise noted), in the Howard Male Conference Room of the Alpena County Annex Building. Minutes are official once approved at the following months meeting.

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ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

January 4, 2016

1:00 p.m. - Howard Male Conference Room

ORGANIZATIONAL BOARD MEETING

Clerk calls Board to order

Pledge of Allegiance to the Flag of the United States of America

Roll call of Commissioners as to districts

Adopt the Agenda

Public Comment

Nominations for Board Chair

Election of Chairman by written vote

Newly elected Chairman takes chair

Motion to destroy ballots

Election of Vice-Chairman by roll call vote

Appointment of Finance Committee - M.S.A. 45.51

Appointment of Various Committees

Dates of full board meetings for 2016

Per Diem and Mileage Policy for 2016

Motion to pay per diem and mileage for all full board meetings for the year

Adoption of Rules of Order for 2016

County Depositories

Resolution #16-01

OLD BUSINESS

NEW BUSINESS

Motion to approve fees set by the County Board

Adjournment

ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

Tuesday, January 26, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor Jack Williams, Chaplain for the Sheriff's Department

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 3-5

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

POLL #1: Chairman Habermehl

Forfeiture of Animals to Huron Humane Society

ACTION ITEM #1: Recommendation that the County of Alpena approves releasing animals in reference to the property referred to as those animals involved in the Alpena County Circuit Court regarding In Re: Forfeiture Of Animals, Deborah Lewandowski Case Number 15-006923CF to Huron Humane Society for purposes of finalizing adoptions in lieu of any prior costs incurred by adopting families to date ie: feed, veterinarians services, and care). Huron Humane Society agrees to waive their adoption fees also.

Finance Committee January 20, 2016

1:05 p.m. Ted Somers, Equalization Department Senior Appraiser
2016 Fee Schedule Revision (Attachment #1)

ACTION ITEM : Recommendation to approve the revised 2016 fee schedule in regards to Equalization as follows:

Change: Electronic Assessment Data (per Township/City from \$350.00 back to \$150.00 as it was in 2015.

Add: Digital Township/City Line work (Shape Files) \$350.00

1:10 p.m. Russ Rhynard, Chief Assistant Prosecuting Attorney
Ryan Seguin Memorial Fund Lease agreement(Attachment#2)

ACTION ITEM : Recommendation to approve the Chevy Tahoe Vehicle Lease Agreement for Investigator Phil Seguin.

1:15 p.m. Sheriff Steven Kieliszewski

Proclamation #16-03 April 2016 is Social Host Responsibility Month
(Attachment #3)

ACTION ITEM: Recommendation to approve Proclamation #16-03 April 2016 is Social Host Responsibility Month.

REPORTS OF SPECIAL OR AD HOC COMMITTEES
SPECIAL ORDERS
UNFINISHED BUSINESS AND GENERAL ORDERS
CORRESPONDENCE
NEW BUSINESS

Chairman Appointment, 2016 ARMC Liaison
Commissioner Lawson and Commissioner Nerkowski

CLOSED SESSION - Union Negotiations
PUBLIC COMMENT (3 minute limit)
ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session - December 22, 2015
Organizational- January 4, 2016

- B) **Personnel Committee** - January 12, 2016

ACTION ITEM #PM-1: The Committee recommends we do not make adjustments in PTO backwards for current PTO issues but approve the PTO policy with the amendment of PTO adjustments (over or under) will go back up to three months.

- C) **Insurance Committee** - January 12, 2016

ACTION ITEM #IC-1: The Committee recommends we authorize the Chairman of the Board to accept and sign the 2016 Terrorism insurance coverage for the County. (\$319.00 Casualty Terrorism coverage \$815.00 Property Terrorism coverage).

- D) **Airport Committee** - January 13, 2016

- E) **Finance/Building Maintenance and Recreation Committee** - January 20, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$172,497.29	\$172,497.29
Per Diems & Mileage	\$ 2,536.95	\$ 2,536.95

ACTION ITEM #FM-1: The Committee recommends we authorize the County Treasurer to transfer \$150,000 from the General Fund into the Child Care Blended Fund for the Child Care Budget appropriation.

ACTION ITEM #FM-2: The Committee recommends we approve the 911 Motorola Radio Maintenance Contract renewal in the amount of \$27,395.28, with funds out of line item #211-325-955.003, (Term 2-1-16/1-31-17) and authorize the Chairman of the Board to sign it.

ACTION ITEM #FM-3: The Committee recommends we approve the 2016 Fairboard Non-Exclusive Property Use and Access Agreement, which includes the

non-profit accountability standards for Alpena County and the 2016 agreement, and authorize the Chairman of the Board to sign it.

- ACTION ITEM #FM-4:** The Committee recommends we authorize the Sheriff's Office to explore and accept bids for the purchase of a used full size pickup or SUV for patrols in regards to the Base Security Contract. Funds for this vehicle would be taken out of line item #205-302-077.002.
- ACTION ITEM #FM-5:** The Committee recommends we authorize the Sheriff's Office to decommission and accepts bids for the sale of 2005 Chevy Silverado pick up, currently being used by Base Security. A minimum bid will be set for this sale.
- ACTION ITEM #FM-6:** The Committee recommends we authorize the Sheriff's Office to decommission the 2006 Dodge Durango. This vehicle was purchased out of the Ryan Seguin Memorial Fund and the county would not receive any money from the sale of this vehicle, as the vehicle was originally bought through the Ryan Seguin Memorial Fund. This vehicle is used by investigator Phil Seguin. We authorize the Chairman of the Board to sign the title to the 2006 Dodge Durango passenger SUV and return it to the Ryan Seguin Memorial Fund.
- ACTION ITEM #FM-7:** The Committee recommends we authorize the Sheriff's Office to put out an RFP (Request for Bids) for inmate food service.
- ACTION ITEM #FM-8:** The Committee recommends we authorize two Sheriff's Department Corrections Officers to attend the Corrections Academy from April. 11, 2016-May 6, 2016 and pay travel and hotel expenses out of the corrections training fund line item #264-362-701.001. (Expenses are approximately \$1,087.80)
- ACTION ITEM #FM-9:** The Committee recommends we authorize the Sheriff's office to purchase a 2016 Polaris 600 Indy Voyager snowmobile in the amount of \$9,275.00, out of line item #101-306-977.002 from Bader Bros. They have agreed to accept a trade for the 1998 Arctic Cat at a value of \$700.00, which will be deducted from the price of the new snowmobile. This purchase is through a State DNR Safety program grant which has a 15% match and has been budgeted for.

- ACTION ITEM #FM-10: The Committee recommends we authorize the Sheriff's Office to apply for the 2016 DNR Marine Safety Grant in the amount of \$7,205.00 to help fulfill the states statutory requirements.
- ACTION ITEM #FM-11: The Committee recommends we authorize the County Clerk to apply for Michigan Counties Workers' Compensation Fund 2016 Loss Prevention Grant in the amount of \$3,150.00, with no County match to pay for relocating a Lektriever.
- ACTION ITEM #FM-12: The Committee recommends we approve three individual Professional Service Agreements between the Alpena County Board of Commissioners and Fabis Land Surveying, LLC, Huron Engineering & Surveying, Inc. and Lewis & Lewis Professional Surveying in accordance with the State Survey and Remonumentation Act as presented and authorize the Chairman of the Board to sign them as presented.
- ACTION ITEM #FM-13: The Committee recommends we approve the Alpena County Equalization Department's (GIS) Geographic Information System Services contract with NEMCOG in the amount of \$600.00, out of line item #101-225-801.001 (NEMCOG maintenance agreement)-(term 1-1-16/1-1-17 with an annual renewal)
- ACTION ITEM #FM-14: The Committee recommends we approve the Fourth Quarter Budget Adjustments for 2015 as presented.
- ACTION ITEM #FM-15: The Committee recommends we approve the Resolution #16-02 Waive Collection Fees/Senior Citizens as presented.
- ACTION ITEM #FM-16: The Committee recommends we accept the proposal for software and services from BS&A Software for County Tax.NET & Delinquent Tax.NET as presented November 16, 2015. This proposal will provide BS&A Tax.NET software for seven townships and the County. It will also provide BS&A Delinquent Tax.NET for the County Treasurer's Office. The purchase of this software has been approved in the 2016 budgets, the DTRF will provide the funds to cover the expense to the General Fund line item #101-958-728 Software purchases. Grand total with travel expenses \$92,875.00.

ACTION ITEM #FM-17: The Committee recommends we accept the proposal for software and services from BS&A Software for Animal Licensing.NET as presented November 16, 2015. The new software will be implemented and paid for in September from expense to the line item #101-958-728 Software Purchases. The purchase of this software has been approved in the 2016 budget. Grand total with travel expenses \$5,940.00.

ALPENA COUNTY BOARD OF COMMISSIONERS

Special Meeting - January 27, 2016 - 11:30 a.m.

Granum Theatre

AGENDA

Call to Order

Roll Call

Closed Session - Attorney Client Privileged Opinion

Roll call at 1 p.m.

Chairman's Comments

Questions received by the County by Friday, January 22, 2016 at 4 p.m.

Public Comment (3-minute limit)

You must go to the podium to speak, your name and address

Adjournment at 3:00 p.m.

ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

Thursday, February 4, 2016

APLEX (Hosted by the City)

7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

INTERGOVERNMENTAL COUNCIL AGENDA FOLLOWED

OLD OR NEW BUSINESS

Chairman Habermehl

USDA Rural Development Housing Preservation Grant and
Resolution #16-04 (Attachment #1)

Recommendation to approve the USDA Rural Development
Housing Preservation Grant and Resolution #16-04 and authorize the
Chairman of the Board to sign all pertaining documents upon attorney
approval.

ADJOURNMENT

ALPENA COUNTY BOARD OF COMMISSIONERS
AGENDA

Tuesday, February 23, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor Lee Blanchard from Living Hope Church

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 2-4

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

1:05 p.m. Friends of the Plaza Pool presentation

1:10 p.m. Steve Rollins, Northeast Regional Coordinator, Michigan Veterans Affairs Agency
Northern Michigan Veterans Coalition (NMVC) update (Attachment#1)

1:20 p.m. Chairman Habermehl

Resolution for ARMC (Attachment #3)

ACTION ITEM: Recommendation to adopt the resolution as presented.

REPORTS OF SPECIAL OR AD HOC COMMITTEES

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

CORRESPONDENCE

Commissioner Hess

NEMSCA Update - (Attachment #2)

NEW BUSINESS

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session - January 26, 2016
Special Session - January 27, 2016
Intergovernmental Council full board- February 4, 2016
- B) **Personnel Committee** - February 2, 2016
February 9, 2016

ACTION ITEM #PM-1: The Committee recommends that we approve the Letter of Understanding with the Alpena County Special Deputies Association regarding Pass & ID/Administrative Assistant position pending attorney review and subject to receiving and attaching the letter from the State.

ACTION ITEM #PM-2: The Committee recommends we approve the proposal from Preston Community Services, LLC for Equalization Services.

- C) **IT Committee** - February 3, 2016
- D) **Airport Committee** - February 10, 2016

ACTION ITEM #AC-1: The Committee recommends we approve the three year renewal of the Weather Systems Information Pilot Brief System and that the Chairman of the Board sign the contracts and resolutions, and any other pertinent paperwork.

ACTION ITEM #AC-2: The Committee recommends we increase the renewing lease rates by 3% annually instead of tying the increases to the Consumer Price Index.

ACTION ITEM #AC-3: The Committee recommends we increase the land lease rates by \$0.01 per square foot biennially (once every 2 years) to renewing tenant leases.

- E) **Finance/Building Maintenance and Recreation Committee** - February 17, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$159,994.41	\$159,994.41
Per Diems & Mileage	\$ 2,979.11	\$ 2,979.11

ACTION ITEM #FM-1: The Committee recommends we give approval for the Plaza Pool to remain open for 12 months out of the year, (instead of 9 months) due to the success from the FOPP-Friends of the Plaza Pool in raising funds to support operation during (July, August and September).

ACTION ITEM #FM-2: The Committee recommends we authorize the County Treasurer to carry over funds from 2015 and add the remaining balance to the respective line item numbers in the 2016 budget to pay invoices for remaining work to be done on both projects.

911 VIPER System	211-325-970.001	\$56,804.76
CAD System	211-325-970.002	\$45,796.00

ACTION ITEM #FM-3: The Committee recommends we approve an addition to a current lease with Miller Office by adding an all in one copy machine for the Sheriff's office at \$197.10 per month, for 29 months with funds out

of line item # 101-301-727.

- ACTION ITEM #FM-4:** The Committee recommends we authorize the Undersheriff to purchase a 2010 GMC truck from the local GMC dealership, for base security, in the amount of \$16,803.46, with funds out of line item #205-302-977.002 (vehicle purchase line item at the Base Security Division).
- ACTION ITEM #FM-5:** The Committee recommends we approve the agreement with AWC-American Widget Company for security camera maintenance for the County (1-1-16/12-31-16), as presented and authorize the Chairman of the Board to sign it upon attorney approval.
- ACTION ITEM #FM-6:** The Committee recommends we authorize Mid-State Asbestos, at an approximate cost of \$3,500.00, out of line item #101-265-932 to clean files in the courthouse lower vaults to insure that even after abatement the County has attempted to remove any other possible contaminants that may exist in these areas.
- ACTION ITEM #FM-7:** The Committee recommends we authorize training for four maintenance employees at \$400.00 each, for a total of \$1,600.00 to gain knowledge on what materials may be suspect and handle accordingly, funds will be transferred out of the contingency fund and into line item #101-265-732. Training would also be offered to members in the community and they would be responsible for the costs involved in the process.
- ACTION ITEM #FM-8:** The Committee recommends we authorize the County Treasurer to carry over \$12,783.00 to be included in the 2016 Fairgrounds expense budget line item #101-268-933, to pay the invoice from Bedrock for emergency replacement of water lines at the Fairgrounds in December of 2015.
- ACTION ITEM #FM-9:** The Committee recommends we approve the MGT County Cost Allocation contract extension for an additional two years, under the terms of the original agreement. Cost allocation plans will be completed for a fee not to exceed \$7,000.00 annually.
- ACTION ITEM #FM-10:** The Committee recommends we approve the Thunder Bay Transportation Authority's Amended Articles of Incorporation Resolution #16-06, as presented below and authorize the Chairman of the Board to sign.

Article IX, Section 3 of the Articles of Incorporation of Thunder Bay Transportation Authority is amended by adding language to the end of the first sentence of Section 3:

Section 3.

Members of the BOARD must be at least eighteen (18) years of age and residents of THUNDER BAY service area, *with exception to those three (3) additional Board Members appointed by the Incorporating Board Members, which do not have to be residents of THUNDER BAY service area, if they are employed in the THUNDER BAY service area.* The service area shall be determined by THUNDER BAY Board Directors pursuant to the requirements of 1986 PA 196 as amended being MCL 124.51.

ACTION ITEM #FM-11: The Committee recommends we grant an exception and accept a compilation report which is used to file the IRS form 990 instead of an annual financial audit for activities from the Northeast MI Center for Fine Arts (Art in the Loft) Ready, Set, Create-Youth & Recreation Fund Service Agreement, with regards to the Non-Profit Accountability Standards and the Youth & Recreation Fund Service Agreement for 2016.

- F) Sealed Bid Opening
- 1) Sheriff's Department Vehicle Purchase for Base Security
 - 2) IT Security Camera Maintenance
-

ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

Tuesday, March 29, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Kip Burke of Gideon's International representing the AAMA

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 3-5

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

1:05 p.m. Resolution for ARMC (Attachment #5)

ACTION ITEM #1: Recommendation to act on ARMC Resolution

1:10 p.m. **POLL #1:** Chairman Cam Habermehl (Attachment #1)
District Court-Rapid Results and Adult DWI/Drug Court Agreement

ACTION ITEM #2: Recommendation to approve the District Court Court-Rapid Results and Adult DWI/Drug Court Agreement (Term 3-1-16/9-30-16) agreement as presented upon attorney review.

1:15 p.m. Commissioner Jeff Kowalski
1) Resolution #16-07 Thunder Bay Transportation Authority Proposed Amendment to the Articles of Incorporation (Attachment #2)

ACTION ITEM #3: Recommendation to approve Resolution #16-07, Thunder Bay Transportation Authority amended Articles of Incorporation, as presented.

2) Resolution #16-06 "The Line 5 Pipeline" Resolution (Attachment #3)

ACTION ITEM #4: Recommendation to approve Resolution #16-06 "The Line 5 Pipeline" Resolution as presented.

1:20 p.m. Commissioner Eric Lawson
Resolution #16-08 to Oppose Section 298 of the Executive Budget Proposal for FY 2017 (Attachment #4)

ACTION ITEM #5: Recommendation to approve Resolution #16-08 to Oppose Section 298 of the Executive Budget Proposal for Fiscal Year 2017.

REPORTS OF SPECIAL OR AD HOC COMMITTEES
SPECIAL ORDERS
UNFINISHED BUSINESS AND GENERAL ORDERS
CORRESPONDENCE

1:25 p.m. Chairman Cameron Habermehl
Alpena and Presque Isle Child Abuse and Neglect Team requesting permission
to hold the Annual Pinwheel Garden event in April. (Attachment #6)

ACTION ITEM #6: Recommendation to allow the Alpena and Presque Isle Child
Abuse and Neglect Team to hold the Annual Pinwheel
Garden event in April.

NEW BUSINESS

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session -February 23, 2016**
- B) **Personnel Committee - February 22, 2016 (action item handled at 2/23/16 mtg) March 8, 2016**

- ACTION ITEM #PM-1: The Committee recommends we approve letter of understanding as presented for Michael Jasman.
- ACTION ITEM #PM-2: The Committee recommends the Sheriff's Department be authorized to hire a temporary deputy replacement.
- ACTION ITEM #PM-3: The Committee recommends we approve a modified letter of understanding for Steve Kieliszewski by removing the dollar amount of longevity received.
- ACTION ITEM #PM-4: The Committee recommends that we pay up to \$500 per small worker's comp claim and not submit small claims to insurance.
- ACTION ITEM #PM-5: The Committee recommends we approve the County Building Closures policy in place of the Severe Weather Policy.

Personnel Committee - March 24, 2016

- ACTION ITEM #PM-1: The Committee recommends we authorize filling the vacant Probation Officer position in District Court.
- ACTION ITEM #PM-2: The Committee recommends we approve advertising for the Assistant IT Director position.
- ACTION ITEM #PM-3: The Committee recommends we approve the agreement and authorize the Chairman of the Board to sign the agreement with Montmorency County for AS400 services along with sending a letter asking for the agreement to be current instead of paying for a previous year.

- C) **Sealed Bid Opening - March 9, 2016**
 - 1) Alpena County Sheriff's Office
Inmate Food Service
 - 2) Alpena County Sheriff's Office
Tracks for Yamaha Side by Side
 - 3) Alpena County Parks and Recreation Commission
Bathhouse Long Lake Park

D) Insurance Committee - March 14, 2016

E) Finance/Building Maintenance and Recreation Committee - March 16, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$109,546.84	\$109,546.84
Per Diems & Mileage	\$ 3,876.67	\$ 3,876.67

- ACTION ITEM #FM-1: The Committee recommends we authorize the Chairman of the Board to sign a letter acknowledging the Michigan Department of Natural

Resources (DNR) Parks and Recreation Division's intent to purchase 391 acres of land, which will become part of Negwegon State Park for the purposes of natural and cultural resource protection and conservation.

- ACTION ITEM #FM-2:** The Committee recommends, upon the recommendation of the Older Persons Committee, that the amount of \$1,500.00 be allocated to Thunder Bay Transportation Authority for transportation coupons for seniors in Alpena County for 2016. The funds will be paid out of fund equity and are retroactive to January 1, 2016 and will end December 31, 2016. A service agreement will be completed and signed upon approval and TBTA must submit a monthly statement for reimbursement to the Alpena County Clerk's office.
- ACTION ITEM #FM-3:** The Committee recommends we approve Search and Rescue Training for the Sheriff's Office in the amount of \$2,851.80, with funds out of line item # 101-301-957.
- ACTION ITEM #FM-4:** The Committee recommends we accept the bid from Sports Unlimited for a track system for the Yamaha side by side in the amount of \$4,990.00, with funds out of line item #101-306-977.001. This will be paid for out of a DNR/ORV equipment grant which is 100% funded.
- ACTION ITEM #FM-5:** The Committee recommends we accept the low bid from Waho's Country Catering for inmate food services at the County jail, for a three year and eight month term, beginning May 1, 2016 through December 31, 2019 as presented.
- ACTION ITEM #FM-6:** The Committee recommends we prepare an agreement between Alpena County and Presque Isle County for the annual reimbursement to Alpena County of 911 funds spent dispatching fire and EMS calls for Presque Isle Township.
- ACTION ITEM #FM-7:** The Committee recommends we authorize the 911 Director/Emergency Management Coordinator to seek bids for an emergency response vehicle.
- ACTION ITEM #FM-8:** The Committee recommends we establishment of Fund Equity Reserve line item #295-000-393 Passenger Facility Charge Reserves for revenues collected under the Passenger Facility Charge Program.
- ACTION ITEM #FM-9:** The Committee recommends that a Separate Savings Account be set up for the Airport Passenger Facility Charge Reserves. These funds will be kept in a separate reserve fund equity.
- ACTION ITEM #FM-10:** The Committee recommends we approve the PAO Title IV-D contract for cost allocation with MGT for the Alpena County Prosecuting Attorney's office, for the term of 10-1-16/9-30-18, with an annual fee \$3,400.00.
- ACTION ITEM #FM-11:** The Committee recommends that we authorize the County Treasurer to increase the Building and Grounds Maintenance Fund expense line item #631-266-975.193 by \$13,000.00 to cover additional expenses incurred during the Annex renovation project.
- ACTION ITEM #FM-12:** The Committee recommends we authorize the Maintenance Superintendent to replace the HVAC control system at the MDOT

building with funds out of the Building and Grounds Maintenance Fund expense line item # 631-266-975.194 and that the fund be increased by the amount of \$12,929.00 to pay for the control system.

ACTION ITEM #FM-13: The Committee recommends we authorize the County Treasurer to carry over a budget adjustment for line item #402-234-980.157 Lektriever Maintenance, in the amount of \$2,500.00. There is \$2,450.00 from line item #402-234-980.157 and \$230.74 from line item #402-234-980.152, that was approved in the 2015 budget that was not spent (invoices paid for) before December 31, 2015.

F) IT Committee - March 22, 2016

ACTION ITEM #IT-1: The Committee recommends we approve the amending of the contract with American Widget Company be adding an additional 4 years to the contract with a 30 day out clause for either party.

G) Central Dispatch Policy & Procedures Committee - March 23, 2016

H) Alpena County Court Committee - March 24, 2016

ACTION ITEM #CC-1: The Committee recommends the Magistrate for District Court be authorized to apply for a grant from the Community Foundation for the District Court security projects, once it has been approved by the Grant Review Committee and the Finance Committee.

ACTION ITEM #CC-2: The Committee recommends the Maintenance Superintendent be authorized to seek costs associated with moving files from the upper level of the Annex Building to the basement level of the Annex Building, as well as, costs to renovate the basement area.

I) Ambulance Committee - March 28, 2016

ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #88 from Wilson Township Fire Department for (3) Vertex radios, (3) channel stopper kits and (1) Motorola Minitor 6 Pager, the total amount of \$1,463.45 of which the County policy allows one half or \$731.72, monies to be taken out of 210-651-803.000.

ACTION ITEM #AM-2: The Committee recommends we approve the City of Alpena Ambulance bid in the amount of \$175,000 with monies to taken out of the Ambulance Fund and line items adjusted.

ACTION ITEM #AM-3: The Committee recommends we approve the Termination of Agreement for Medical Control Services.

ACTION ITEM #AM-4: The Committee recommends we approve the Medical Run Reimbursement Plan as presented by paying the March bill and dividing the remainder of appropriations to each entity to be paid at the first of every quarter for three quarters this year.

ACTION ITEM #AM-5: The Committee recommends we approve the request for four people to be authorized to attend MFR classes: Austin Bailey, Gerald Bleau, Paul LaBrecque, and Anthony Paris and to reimburse Alpena Township

according to the Ambulance Fund Policy. Total reimbursement of classes would be for \$400 each times 4 persons for a total of \$1,600.

ALPENA COUNTY BOARD OF COMMISSIONERS
AGENDA

Tuesday, April 26, 2016 1:00 p.m.

CALL TO ORDER
PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA
PRAYER by
ROLL CALL
MOTION TO ADOPT THE AGENDA
PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 3-4

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

POLL #1: Finance Committee April 20, 2016, Acting Chairman Jeff Kowalski
Copy Paper Purchase

1) **ACTION ITEM #1:** Recommendation to allow the IT Director to purchase 178 cases of copy paper from Contract Paper Group, Inc., in the amount of \$4,761.50, with funds out of line item # 101-958-727.

Finance Committee April 20, 2016, Acting Chairman Jeff Kowalski
Northern Lights Arena Reimbursement of Surcharge Funds

2) **ACTION ITEM #2:** Recommendation to approve the request from Northern Lights Arena Community for reimbursement of \$1,171.00, out of line item 580-900-975, NLA Surcharges/Capital/Outlay. This is after the first \$6,000.00 was paid by NLA per their contract.

Eric Vanderveer, IT Director
Server Recommendation for NAS (Attachment #1)

ACTION ITEM #3: Recommendation to purchase (2) NAS storage devices from R Associates Inc., in the total amount of \$11,770.00, with funds out of line item # _____.

Chairman Habermehl
Equalization Report(Attachment #2)

ACTION ITEM #4: Recommendation to approve the Equalization Report L-4024 (Personal and Real Property totals, Equalized Valuations-REAL, Assessed Valuations-REAL, and the L-4037 State Tax Commission Assessment Roll Certification) as presented and prepared by Sharyn Malone and to authorize the Chairman of the Board to sign it.

REPORTS OF SPECIAL OR AD HOC COMMITTEES

SPECIAL ORDERS
UNFINISHED BUSINESS AND GENERAL ORDERS
CORRESPONDENCE
NEW BUSINESS

Commissioner Ron McDonald
Letter of Support for Maple Ridge Township (Attachment #3)

ACTION ITEM #5: Recommendation to approve a letter of support to Maple Ridge Township regarding seasonal road closure and authorize the Chairman of the Board to sign it.

CLOSED SESSION
PUBLIC COMMENT (3 minute limit)
ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -March 29, 2016
- B) **IT Committee** - April 6, 2016
- C) **Personnel Committee** -April 12, 2016

- ACTION ITEM #PM-1: The Committee recommends we authorize the Prosecutor to fill the vacant position in the Prosecutor's Office.
- ACTION ITEM #PM-2: The Committee recommends that thorough background investigations be mandatory on all new hires or promotions for Alpena County at the level presented with policy modifications to follow.
- ACTION ITEM #PM-3: The Committee recommends we authorize hiring a part-time/irregular Marine Deputy.
- ACTION ITEM #PM-4: The Committee recommends we authorize the Sheriff to advertise and post for a lieutenant position immediately with funding to be determined by the Finance Committee.
- ACTION ITEM #PM-5: The Committee recommends we approve a letter of understanding with Jeanette Tolan for IT services.
- ACTION ITEM #PM-6: The Committee recommends we approve hiring Brad McRoberts through American Widget company for IT services if necessary with a cap at \$4,000.
- ACTION ITEM #PM-7: The Committee recommends that Wes Wilder be allowed to proceed with the filling the Maintenance Department vacancy.

D) **Airport Committee** -April 13, 2016

- ACTION ITEM #AC-1: The Committee recommends the Agreement for Transfer of funds requested by MDOT be sent for legal review, and that the Prosecutor's Office and the Chairman of the Board sign the Agreement, and any other pertinent paperwork, upon attorney review.

E) **Sealed Bid Opening** - April 13, 2016

- a) Emergency Response Vehicle
- b) Long Lake Park Bath Renovation
- c) Beaver Lake Park Pavilion
- d) Manning Hill Park Lawn Service
- e) Manning Hill Park Sidewalk
- f) IT Copy Paper
-April 20, 2016
- g) IT Servers

F) Finance/Building Maintenance and Recreation Committee - April 20, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$181,116.92	\$181,116.92
Per Diems & Mileage	\$ 2,729.86	\$ 2,729.86

- ACTION ITEM #FM-1: The Committee recommends we approve the Emergency Management and Homeland Security Division/FY2015 (10-1-15/9-30-16), Hazardous Materials Emergency Preparedness Grant (HMEP) Agreement and authorize the Chairman of the Board to sign it as presented.
- ACTION ITEM #FM-2: The Committee recommends we approve the Memorandum of Understanding between Alpena County and City of Alpena Fire Department/Alpena County EMS to provide for the storage, deployment, maintenance, and inventory of the Alpena County Mass Casualty/Mass Fatality Trailer as presented.
- ACTION ITEM #FM-3: The Committee recommends we approve the purchase a black 2016 Chevy Traverse from Cliff Anschuetz Chevy in a total amount of \$32,495.00. The cost to the County will be reduced by the insurance payment of \$9,375.00, to \$23,120.00. The County Treasurer will create a new line item: Vehicle Purchases 211-325-977 & budget \$32,495 for 2016 and transfer \$11,560.00 from line items 211-325-931 & 211-325-970 each and will increase the revenue line item 211-325-679 for the insurance recovery of \$9,375.00.
- ACTION ITEM #FM-4: The Committee recommends we approve the purchase of Microsoft's Exchange Online email system for an annual cost of \$6,840.00 for 180 email accounts and also approve the purchase from MailStore for archiving software in the amount of \$2,856.00. Funds for the above two items will come out of line item # 101-958-833.001.
- ACTION ITEM #FM-5: The Committee recommends we approve the "revised" Pipeline Resolution #16-10 as presented.
- ACTION ITEM #FM-6: The Committee recommends we authorize payment of an invoice from Kirtland Community College for Sheriff's training in the amount of \$375.00, with funds out of line item # 205-302-804.
- ACTION ITEM #FM-7: The Committee recommends we approve the new lieutenant position at the Sheriff's Office, with funding to come out of Sheriff's budget.
- ACTION ITEM #FM-8: The Committee recommends we approve the Northern Lights Arena Contract 1-year Extension and release \$5,000.00 of the \$20,000.00 security deposit to NLA as presented.
- ACTION ITEM #FM-9: The Committee recommends we approve the First Quarter Budget Adjustments for 2016 as presented.

ALPENA COUNTY BOARD OF COMMISSIONERS
AGENDA
Tuesday, May 31, 2016 1:00 p.m.

CALL TO ORDER
PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA
PRAYER by Pastor Rich George, Free Methodist Church
ROLL CALL
MOTION TO ADOPT THE AGENDA
PUBLIC COMMENT (3 minute limit per person)

Sheriff Steven Kieliszewski

Presentation of certificates of retirement to three former sheriff employees.
Tammy Beitler, Sue Jackson and Terry Szczesniak

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 2-3

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

1:05 p.m. Ed Laframboise, current Director and new Director Cathy Meske
Northeast Michigan Community Mental Health
Yearly report

1:10 p.m. Bonnie Friedrichs, County Clerk
44 North Plan Amendment (Attached)

REPORTS OF SPECIAL OR AD HOC COMMITTEES
SPECIAL ORDERS
UNFINISHED BUSINESS AND GENERAL ORDERS
CORRESPONDENCE
NEW BUSINESS
CLOSED SESSION
PUBLIC COMMENT (3 minute limit)
ADJOURNMENT

CONSENT CALENDAR:

A) Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session -April 26, 2016

B) Personnel Committee -May 10, 2016

ACTION ITEM #PM-1: The Committee recommends we approve the amended Drug-Free/Alcohol-Free Workplace Policy.

ACTION ITEM #PM-2: The Committee recommends we authorize filling the Assistant IT Director position subject to full background investigation.

ACTION ITEM #PM-3: The Committee recommends we approve the temporary deputy becoming a regular full-time deputy.

May 26, 2016

B2) Personnel Committee - May 26, 2016

ACTION ITEM #PM-1: The Committee recommends we approve hiring James Gerst as the Assistant IT Director effective June 1, 2016 at the start probation hourly rate for 40 hrs per week.

ACTION ITEM #PM- 2: The Committee recommends we authorize advertising June 1, 2016 and filling the IT Technician position.

C) Sealed Bids -May 11, 2016
Long Lake Park South Bathroom Renovation

D) Airport Committee -May 11, 2016

ACTION ITEM #AC-1: The Committee recommends the Land Lease Agreement for Richard McTaggart be renewed for an additional 25 years, and to authorize the Chairman of the Board sign all pertaining paperwork.

ACTION ITEM #AC-2: The Committee recommends the Land Lease Agreement for James Gaasch, Raymond Bock, Kenneth Lauer, and David Dierking be renewed for an additional 25 years, and to authorize the Chairman of the Board sign all pertaining paperwork.

ACTION ITEM #AC-3: The Committee authorizes the Airport Manager to amend the Land Lease Agreements from the current Consumer Price Index (CPI) to a fixed 3% annual adjustment.

E) Finance/Building Maintenance and Recreation Committee - May 18, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$80,134.36	\$80,134.36
Per Diems & Mileage	\$ 1,452.34	\$ 1,452.34

ACTION ITEM #FM-1: The Committee recommends we approve the grant application from Northeast Michigan Community Foundation for the District Court Security Entrance in an amount up to \$5,000.00.

- ACTION ITEM #FM-2: The Committee recommends we accept bids for the purchase of two reconditioned police patrol units or SUV's for the Alpena County Sheriff's Office.
- ACTION ITEM #FM-3: The Committee recommends to sell and decommission two used Ford Crown Victorias from the Sheriff's Department.
- ACTION ITEM #FM-4: The Committee recommends we approve the postage machine lease agreement for the machines located in the Register of Deeds Office and the Prosecutor's Office for a 60 month lease at \$134.84/month for a yearly cost for both machines at \$3,236.16.
- ACTION ITEM #FM-5: The Committee recommends we increase the general fund appropriation to the Airport for the 2016 budget to offset the Passenger Facility Charge funds.
- ACTION ITEM #FM-6: The Committee recommends we approve taking bids for the 2005 Chevy Silver Pickup from the Maintenance Department, with a minimum bid to be set at \$800.00.
- ACTION ITEM #FM-7: The Committee recommends we enter into a commercial gas customer contract with VolunteerEnergy for natural gas at \$0.299 (variable rate) for county facilities pending attorney approval.

F) Ambulance Committee - May 24, 2016

- ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #89 from Wilson Township Fire Department for for MRF Training for two individuals (Kasie Parris and Karie Bleau) at \$400.00 each in the total amount of \$800 upon completion of the class and one year of working for the township per the ambulance fund policy.
- ACTION ITEM #AM-2: The Committee recommends we approve the amended Ambulance Fund policy.
-

ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

Tuesday, June 28, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor Randy Conley, Hope Lutheran Church

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 3-6

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

POLL #1: Finance Committee Chairman Lyle VanWormer
Retain attorney William Pfeifer to File an Appeal in three cases

ACTION ITEM #1: Recommendation to retain attorney William Pfeifer to file an appeal in three cases and authorize payment of legal fees for these appeals in an amount up to \$5,000.00 at this time, with funds out of line item #101-200-964.

POLL #2: Finance Committee Chairman Lyle VanWormer
Temporary Help if necessary in Equalization Department

ACTION ITEM #2: Recommendation to approve authorizing temporary help if necessary for the Equalization Department due to an employee leave.

POLL #3: Personnel Committee Chairman Eric Lawson
Equalization Department L-4029 (Attachment #1)

ACTION ITEM #3: Recommendation to approve the L-4029 for the Equalization Department and authorize the Chairman and the Clerk to sign it.

1:05 p.m. Commissioner Hess/Laurie Sauer, Director, of Region 9 Area Agency on Aging/NEMCSA 2017-2019 Multi-Year Implementation Plan (Attachment #2)

ACTION ITEM #4: Recommendation to approve the 2017-2019 Multi-Year Implementation Plan for NEMCSA as presented.

1:10 p.m. D/Lt. Stuart Sharp, HUNT Grant Application (Attachment #3)

ACTION ITEM #5: Recommendation to approve the HUNT Grant Application as presented.

1:15 p.m. DISCUSSION AT THE FULL BOARD MEETING from Finance Committee meeting June 15, 2016

Finance Chairman Lyle VanWormer, Insurance Settlement on Avery Street.

REPORTS OF SPECIAL OR AD HOC COMMITTEES

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

CORRESPONDENCE

NEW BUSINESS

Chairman Cameron Habermehl

Northern Michigan Counties Appointment Commissioner Kowalski and
Commissioner Habermehl as alternate

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -May 31, 2016
Intergovernmental Council - June 2, 2016
- B) **IT Committee** - June 1, 2016
- C) **Sealed Bid Opening** -June 8, 2016
2005 Chevy Silverado Pickup-Maintenance Department selling
- D) **Airport Committee** -June 8, 2016
- E) **Personnel Committee** -June 14, 2016

ACTION ITEM #PM-1: The Committee recommends we approve the request from Ted Somers, Equalization Department Senior Appraiser, for reimbursement of continuing education classes for hotel expenses and mileage reimbursement in the total amount of \$761.40 with funds out of line item #101-225-860.

ACTION ITEM #PM-2: The Committee recommends that the Sheriff's Department be allowed to temporarily fill the vacancy of a deputy in their office.

ACTION ITEM #PM-3: The Committee recommends that we follow the current healthcare plan document and not request recoupment of any current employee who has received in-lieu of money and to not allow an employee to receive in-lieu of money who is currently covered by county insurance per the recommendation of 44 North, our third party healthcare provider.

ACTION ITEM #PM-4: The Committee recommends we approve the amended policies and procedures as presented.

F) **Finance/Building Maintenance and Recreation Committee** - June 15, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$90,062.81	\$90,062.81
Per Diems & Mileage	\$ 1,962.34	\$ 1,962.34

- ACTION ITEM #FM-1: The Committee recommends we retain attorney William Pfeifer to file an appeal in three cases and authorize payment of legal fees for these appeals in an amount up to \$5,000.00 at this time, with funds out of line item #101-200-964 and to poll the board as the deadline is June 24.
- ACTION ITEM #FM-2: The Committee recommends we authorize that the County Treasurer increase attorney line item #101-200-964, with funds being transferred from contingency, in the amount of \$15,000.00.
- ACTION ITEM #FM-3: The Committee recommends that we approve the Alpena Area Senior Citizens Center as the focal point for senior services and approve the written Community Plan for FY 2017-2019.
- ACTION ITEM #FM-4: The Committee recommends we approve the State of Michigan Title IV-D Cooperative Reimbursement Program 2017 Grant Renewal 10-1-16/9-30-21, as presented and authorize the Chairman of the Board to sign all pertaining paperwork.
- ACTION ITEM #FM-5: The Committee recommends we approve the 2017 Victim Rights Grant for the Prosecutor's office 10-1-16/9-30-17 as presented and authorize the Chairman of the Board to sign all pertaining paperwork.
- ACTION ITEM #FM-6: The Committee recommends that upon the recommendation of the Maintenance Superintendent, we accept the bid for the sale of a 2005 Chevy Pick up in the amount of \$1,300.00.
- ACTION ITEM #FM-7: The Committee recommends we increase line item #631-266-975.193 in the amount of \$7,139.11 from the Building and Grounds fund 631, out of the fund equity, to pay remaining invoices for the Annex Renovation project.
- ACTION ITEM #FM-8: The Committee recommends we authorize the Sheriff's Office to purchase an EOTech X640 Compact Thermal Imager unit from NightOps Tactical Inc., which will assist in marine rescues. In the total amount of \$5,606.50 as specified below and to make a budget adjustment in the amount of \$499.50 from the fuel line item #101-301-766 into line item #101-301-856 Sheriff Board Equipment line item.

101-301-856	\$2,000.00	Sheriff Board Equipment
101-312-948.001	\$3,107.00	Stone Garden Federal Grant (Term Imager)
101-301-744	\$ 499.50	Fuel

ACTION ITEM #FM-9: The Committee recommends we accept the DNR Marine Grant increase of funds from \$2,500.00 to \$6,200.00 for the Alpena County Sheriff's Office and is requesting that line item #101-306-701 be adjusted accordingly.

ACTION ITEM #FM-10: The Committee recommends we accept the bid from Alpena Agency for Cyber Security Insurance for both the County and the City, the cost for a 1-year, \$2 million dollar policy at the cost of \$12,039.00 and which will be split in half between the City and the County. Funds will come out of line item #101-958-803.002.

ACTION ITEM #FM-11: The Committee recommends we to authorize the purchase of a lap top for the new Lieutenant position at the Alpena County Sheriff's Office, in the amount of \$618.22 with funds out of the data processing line item # 402-234-980.251.

ACTION ITEM #FM-12: The Committee recommends we approve Resolution #16-11 Approving the Fiscal Years 2017 Community Corrections Grant Applications of the Northeast Michigan Council of Governments.

ACTION ITEM #FM-13: The Committee recommends that the dog license fee be set annually as \$10.50 per spayed/neutered dog and \$16.50 per non-fixed dog no additional animal discount effective December 1, 2016 with a deadline of March 1, 2017 and with the same yearly dates each year thereafter.

ACTION ITEM #FM-14: The Committee recommends that annual dog license fees be doubled after March 1st of each year (\$21.00 and \$33.00).

ACTION ITEM #FM-15: The Committee recommends a three year dog license be available for spayed/neutered dogs for \$27.00 and for non-fixed dogs for \$42.00 before March 1st of each year. Licenses will be limited to the extent of how long the rabies certification is for.

ACTION ITEM #FM-16: The Committee recommends we rescind the board action from 7-27-01 with regards to cat licenses.

ACTION ITEM #FM-17: The Committee recommends that approval be given immediately to authorize temporary help, if necessary, in the Equalization office due to an employee leave and to poll the board.

G) **Insurance Committee - June 21, 2016**

ACTION ITEM #IM-1: The Committee recommends we accept the proof of loss for the 334 Avery Street property (claim #180246) as presented below and to authorize the Chairman of the Board to sign it.

\$18,500.00 maximum limit of coverage
\$ 8,389.42 debris removal limit (25% of the loss, ACV)
- 1,000.00 less deductible
\$25,889.42 ACV

ACTION ITEM #IM-2: The Committee recommends we approve an endorsement that was issued on the County's policy effective April 1, 2016, adding (8) foreclosed properties, which resulted in an additional premium of \$99.00.

ACTION ITEM #IM-3: The Committee recommends we advertise and accept sealed bids for General Liability Insurance with a due date of September 14, 2016.

ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

Tuesday, July 26, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Kip Burke, of the Gideon's International

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 3-4

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

1:05 p.m. Diane Mills, AMERESCO and Maintenance Superintendent, Wes Wilder
AMERESCO Year 2 Measurement and Verification Report

1:15 p.m. Mark Sandula, CPA of Straley, Lamp & Kraenzlein P.C. Certified Public Accountants
2015 Audit

1:25 p.m. Nancy Jones, APS/AHS Wildcat Robotics
Demonstration

1:45 p.m. Lyle VanWormer, Chairman of Finance Committee

1) DISCUSSION AT THE FULL BOARD: BS&A proposal to display property information.
(Attached to the Finance minutes)

2) Discussion was held on spending funds from the reserve surcharge fund equity, with the following recommended to Approve by the Finance Committee.

ACTION ITEM #FM-11: The Committee recommends we authorize the County Treasurer to reimburse NLAC for reimbursement from the surcharge fund, in the amount of \$1,432.69, out of line item # 580-900-975 for the following items:

1) Lakeshore Plumbing	\$599.54
2) Denflo Siding	\$775.86
3) Home Depot	\$ 57.29

ACTION ITEM #FM-12: The Committee recommends we approve a transfer in the amount of \$84.25, Northern Lights Arena Ice Time Surcharge line item #580-000-394 into Northern Lights Arena fund balance line item #580-000-390, with the funds staying in savings.

REPORTS OF SPECIAL OR AD HOC COMMITTEES
SPECIAL ORDERS
UNFINISHED BUSINESS AND GENERAL ORDERS

CORRESPONDENCE

NEW BUSINESS

Appoint Jail Committee

Commissioners Lawson, Hess & McDonald

CLOSED SESSION

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

CONSENT CALENDAR:

A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -June 28, 2016

B) **Personnel Committee** - July 8, 2016 (Special)
July 12, 2016

ACTION ITEM #PM-1: The Committee recommends that we fill the MSU clerical position by posting and advertising if needed for a half time position.

C) **Airport Committee** - June 29, 2016 (Special)
July 13, 2016

D) **Sealed Bid Opening** - July 13, 2016

E) **Finance/Building Maintenance and Recreation Committee** - July 20, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$123,166.41	\$123,166.41
Per Diems & Mileage	\$ 1,895.92	\$ 1,895.92

ACTION ITEM #FM-1: The Committee recommends we accept the bid for the purchase of two 2013 Ford Explorers (which are set up as a police package already) from Chicago Motors in the amount of \$33,000 and a \$3,000 trade in value for two ford crown victorias, for a total commitment of \$30,000, with funds out of line item # 205-302-977.002.

ACTION ITEM #FM-2: The Committee recommends we approve the 2016 Emergency Management Performance Grant [EMPG] (10-1-15/9-30-16) renewal in the amount of \$10,224.00 with an in kind county match of (\$5,112.00), as presented and authorize the Chairman of the Board to sign all pertaining documents.

ACTION ITEM #FM-3: The Committee recommends we authorize a ballot initiative to continue to provide for the possibility of raising the 911 surcharge voter renewal up to \$3.00.

ACTION ITEM #FM-4: The Committee recommends we approve the purchase of a computer for 911 from SCW in the amount of \$614.88, out of line item #211-325-970.

ACTION ITEM #FM-5: The Committee recommends we approve the purchase of (3) 40 inch 4k Monitors for 911 from SCW in the amount of \$449.02 each, for a total of \$1,347.06, with funds out of line item # 211-325-970 and that the County Treasurer can adjust line items if necessary.

ACTION ITEM #FM-6: The Committee recommends we authorize the Maintenance Superintendent to hold a "Silent Auction" to sell surplus inventory.

- ACTION ITEM #FM-7: The Committee recommends that the Passenger Facility Charge Equity Fund line item # 295-000-393 be reduced by \$2,697.30, with the amount being transferred to the Airport Cash line item # 295-000-001 to cover an increase in the Airport Consulting line item # 296-536-805.
- ACTION ITEM #FM-8: The Committee recommends we authorize the Sheriff's office to seek bids for the purchase of uniforms.
- ACTION ITEM #FM-9: The Committee recommends we approve Second Quarter Budget Adjustments as presented.
- ACTION ITEM #FM-10: The Committee recommends we approve the transfer from Landfill Professional Fees (budgeted \$160,000), into the Recycling fund, in the amount of \$10,000.

F) **Central Dispatch Policy & Procedures Committee - July 20, 2016**

ALPENA COUNTY BOARD OF COMMISSIONERS
AGENDA

Tuesday, August 30, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor Jack Williams of Huron Shores Fellowship

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 3-5

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

POLL #1: August 17, 2016 Finance Committee Chairman Lyle VanWormer

ACTION ITEM #FM-2 : Recommendation that the County move forward with the BS&A proposal for the user pay per hit for assessing, tax and P.R.E. Audit information with a disclaimer on it, effective immediately, and to consider financing this at budget for next year, upon attorney approval.

1:05 p.m. Steve Smigelski, Airport Manager
1) FAA Grant for the Airports new terminal design

ACTION ITEM: Recommendation that the grant for the engineering and design of a new airport terminal be adopted and authorize the Chairman of the Board to sign it along with a resolution and any other pertinent documents that may be required.

2) RS&H Contract for Professional Engineering Service (Terminal)

ACTION ITEM: Recommendation to approve the contract for Professional Engineering Services, in the amount of \$970,000.00, the FAA share is \$921,500.00, MDOT share \$24,500.00, and the County share is \$24,250.00, for the engineering and design of a new airport terminal be adopted and authorize the Chairman of the Board to sign it along with a resolution and any other pertinent documents that may be required.

1:10 p.m. Kim Ludlow, County Treasurer
Transfer of funds for Airport (terminal grant)

ACTION ITEM : Recommendation to authorize the transfer of \$4,500.00 from the Airport PFC's reserve/savings to the Building & Grounds fund to cover the balance of the AIP Grant Match for the new Airport Terminal design. There is \$19,750.00 left budgeted for AIP Grant match this year and the new Airport terminal grant match is \$24,500.00.

1:15 p.m. Janelle Packer, Juvenile Officer
FY2017 Child Care Fund Budget Revision (Attachment #1)

ACTION ITEM #FM-1: The Committee recommends we approve the updated FY2017 Child Care Fund budget which will be presented at the full board and authorize the Chairman of the Board electronically approve the budget and sign all pertaining documents.

1:20 p.m. Lyle VanWormer, Chairman of Finance Committee
Discussion was held on spending funds from the reserve surcharge fund equity, with the following recommended to Approve by the Finance Committee.

ACTION ITEM #FM-14: The Committee recommends we authorize the County Treasurer to reimburse NLAC for reimbursement from the surcharge fund, in the amount of \$1,206.62, out of line item # 580-900-975 for the following items:

1) Alpena Glass Co.	\$354.33
2) Weinkauff Plumbing	\$852.29

1:25 p.m. Lisa Anderson, MSU Extension
Annual Report (Attachment #2)

1:35 p.m. Commissioner Hess, CCAB Representative
Community Corrections Grant

1:40 p.m. Lyle VanWormer, Chairman of Finance Committee
1) Beaver Lake and Long Lake Dam Inspections (Attachment #3)

ACTION ITEM: Recommendation to authorize Spicer Group to perform (Dam Inspections)-lake level inspections and inspection reports for Beaver Lake, with funds out of line item # 101-275-801 and Long Lake with funds out of line item # 101-275-802.002 in the amount of \$575.00 each for a total of \$1,150.00, and to authorize the Chairman of the Board to sign them.

REPORTS OF SPECIAL OR AD HOC COMMITTEES
SPECIAL ORDERS
UNFINISHED BUSINESS AND GENERAL ORDERS
CORRESPONDENCE
NEW BUSINESS
CLOSED SESSION
PUBLIC COMMENT (3 minute limit)
ADJOURNMENT

CONSENT CALENDAR:

A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -July 26, 2016

B) **Central Dispatch Policy & Procedures Committee - July 28, 2016**

ACTION ITEM CDPPC #1: The Committee recommends we approve the Alpena County Central Medical Service policy: IV-Acute Care Center Dispatch [ACC Trailer] policy as presented.

ACTION ITEM CDPPC #2: The Committee recommends we delete the Alpena County Central Dispatch Volume I-General Policies: 1-23 Alert Tests policy as presented.

ACTION ITEM CDPPC #3: The Committee recommends we approve the Alpena County Central Dispatch Volume I-General Policies: 1-15 Telephone Problems policy as presented.

ACTION ITEM CDPPC #4: The Committee recommends we approve the Alpena County Central Medical Service Policies: IV-16 MMHC-A (formerly ARMC) Service Changes Directives policy as presented.

ACTION ITEM CDPPC #5: The Committee recommends we approve the Alpena County Central Dispatch Fire Service Policies: III-9 Individual Department Unique Responses policy as presented.

C) **Sealed Bids - August 10, 2016**
Alpena County Sheriff's Office Uniforms
IT Department Security Cameras

D) **Finance/Building Maintenance and Recreation Committee - August 17, 2016**

ACTION ITEM #FM-3: The Committee recommends that we create an agreement between Alpena County and Presque Isle County for the annual or monthly reimbursement to Alpena County of 911 funds spent dispatching fire and EMS calls for Presque Isle Township.

ACTION ITEM #FM-4: The Committee recommends that we authorize the budget for line item #211-325-977.001 (Viper System) be increased by \$8,065.00 for the fiber connection, and \$6,494.00 for the multi-node configurations with Roscommon County. The total of \$14,559.00 to come from the 911 surcharge fund.

ACTION ITEM #FM-5: The Committee recommends we accept the bid for security cameras from American Widget in the amount of \$6,394.00 with funds out of line item #402-234-980.251. American Widget will also provide a one year manufacturer warranty on replacement cameras and labor.

ACTION ITEM #FM-6: The Committee recommends we accept the bid for uniforms from Nye Uniforms, with funds out of line item #101-301-746, for the Alpena County Sheriff's Office.

ACTION ITEM #FM-7: The Committee recommends we approve the ORV Grant application for the Alpena County Sheriff's Office, which is 100% funded, in the

amount of \$8,146.00, for the term (10-1-16/9-30-17) as presented.

- ACTION ITEM #FM-8:** The Committee recommends we approve a Snowmobile Grant application in the total amount \$20,596.00, which is 85% funded (\$17,506.60), with a 15% local match (\$3,089.40) for the Alpena County Sheriff's Department for the term of (10-1-16/4-30-17) as presented.
- ACTION ITEM #FM-9:** The Committee recommends we approve the Alpena County Sheriff's Office (SRP) Secondary Road Patrol Grant for the term 10-1-16/9-30-17 in the TOTAL amount of \$85,263.79. The grant amount from the organization is \$53,754.00, the County's match \$31,509.79 as presented.
- ACTION ITEM #FM-10:** The Committee recommends we approve the increase in the Ammunition expense line item by \$685.27 which is the amount of the proceeds from the Alpena County Sheriff's Office selling three fire arms to Ryan's Guns, LLC.
- ACTION ITEM #FM-11:** The Committee recommends we approve the Montmorency, Oscoda, Alpena Landfill Chief Financial Officer Letter and all pertaining documents upon Attorney approval and authorize the Chairman of the Board to sign all pertaining documents.
- ACTION ITEM #FM-12:** The Committee recommends we authorize the Maintenance Superintendent to proceed with repair of brickwork at the Plaza Pool. DeRocher Masonry will perform the work in the amount of \$14,800.00 with funds out of line item # 631-266-975.078.
- ACTION ITEM #FM-13:** The Committee recommends we renew a 3-year subscription with Munetrix (financial dashboard), with funds out of line item # 101-200-807.
- ACTION ITEM #FM-15:** The Committee recommends we increase the Professional Services Humane Society line item # 101-430-801.001 by \$13,350.46. This is the amount determined to be additional expenses for Animal Control in the M-65 Animal Control case. The December 2015 full board approved up to \$15,000.00 on the consent calendar fm#14. Release payment extra cost for Animal Control.
- E) Insurance Committee - August 17, 2016**
- F) Alpena County Court Committee - August 18, 2016**
- G) Ambulance Committee - August 25, 2016**
- ACTION ITEM #AM-1:** The Committee recommends we approve Ambulance Fund Request #91 from Green Township Fire Department for MFR training, for Melissa Kauffman in the reimbursement amount of \$400.00 per the Ambulance Fund policy.
- ACTION ITEM #AM-2:** The Committee recommends that we increase the Ambulance Fund expense line item 210-651-977 by \$5,661 to pay for Ambulance Fund Request from the City of Alpena for a 5% local match for the

purchase of automated CPR Devices.

H) **Personnel Committee** -August 25, 2016

- ACTION ITEM #PM-1: The Committee recommends we allow the District Court to advertise and post the position of Drug Court Probation Officer, develop an eligibility list for hiring, and to fill the vacancy.
- ACTION ITEM #PM-2: The Committee recommends we authorize the filling of the Board Secretary position by advertising with a starting date yet to be determined.
- ACTION ITEM #PM-3: The Committee recommends we approve changes to the Blue Cross Policy and Personnel Policies and Procedures concerning employee notifications for benefits.
- ACTION ITEM #PM-4: The Committee recommends that we approve hiring a full-time animal control officer under the Sheriff's Department.
-

ALPENA COUNTY BOARD OF COMMISSIONERS
AGENDA

Tuesday, September 27, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor Jack Williams as Pastor of Huron Shores Fellowship and Alpena County Sheriff's Office Chaplain and a Moment of Silence for Peter Pettalia

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 2-4

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

1:05 p.m. Stan Mischley, Recycling
Update

1:10 p.m. Lyle VanWormer, Chairman of Finance Committee

DISCUSSION AT THE FULL BOARD: Resolution #16-15 and Recycling Interlocal Agreements

1:20 p.m. Cameron Habermehl, Chairman of Insurance Committee

DISCUSSION AT THE FULL BOARD: Insurance Bids

REPORTS OF SPECIAL OR AD HOC COMMITTEES

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

CORRESPONDENCE

NEW BUSINESS

CLOSED SESSION

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -August 30, 2016
Committee of the Whole - September 15, 2016 (Special)

- B) **Airport Committee** -September 7, 2016

ACTION ITEM #AC-1: The Committee recommends renewing the Land Lease Agreement for Richard McTaggart for 25 years, and that the Chairman of the Board signs the Land Lease Agreement, and any other pertinent paperwork.

ACTION ITEM #AC-2: The Committee recommends renewing the Land Lease Agreement for James Gaasch, Raymond Bock, Kenneth Lauer, and David Dierking for 25 years, and that the Chairman of the Board signs the Land Lease Agreement, and any other pertinent paperwork.

ACTION ITEM #AC-3: The Committee recommends beginning the Grant Approval process for the 2016-2017 Michigan Air Service marketing Grant for presentation to the Finance Committee and the Full Board.

- C) **Personnel Committee** -September 13, 2016

ACTION ITEM #PM-1: The Committee recommends we approve a letter of understanding with Gale Owen from Base Security as presented.

ACTION ITEM #PM-2: The Committee recommends that the Prosecutor be authorized to pursue funding for a part-time Crime Victims Rights person with no cost to the County.

ACTION ITEM #PM-3: The Committee recommends to reaffirm that all employees are to be at the start rate at the hire date unless approved by the Personnel Committee.

- D) **Alpena County Court Committee** - September 13, 2016

- E) **Insurance Committee** - September 14, 2016

ACTION ITEM #IM: The Committee recommends we accept the insurance settlement offer from Lappan Agency in the amount of \$37,913.43, for claim # 180246, in which a fire destroyed a (foreclosed) residential building

on 334 Avery Street, date of occurrence, April 19, 2016, and to authorize the Chairman of the Board to sign it.

Insurance Committee - September 22, 2016

F) **Sealed Bid Opening - September 14, 2016**
General Liability & Property Insurance Bids

G) **Finance/Building Maintenance and Recreation Committee - September 21, 2016**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$78,655.51	\$78,655.51
Per Diems & Mileage	\$ 2,656.01	\$ 2,656.01

ACTION ITEM #FM-1: The Committee recommends we approve the Office of Highway Safety Planning Grant for Seat Belt Enforcement/Operating While Impaired Enforcement Grant total \$11,000.00, with no county match and to authorize the Chairman of the Board to sign.

ACTION ITEM #FM-2: The Committee recommends we approve the FY2015 Homeland Security Grant Program-Operation Stonegarden (Sheriff's marine patrol) in the amount of \$50,130.00 (reimbursable funds), with no county match, and to authorize the Chairman of the Board to sign.

ACTION ITEM #FM-3: The Committee recommends we increase the Sheriff's Office budgeted expense line item # 264-362-701, in the amount of \$4,000.00. The funds are for corrections officer training.

ACTION ITEM #FM-4: The Committee recommends we authorize Sergeant Scott Gagnon of the Alpena County Sheriff's Office to seek replacement of two correction officers 12 weeks prior to the positions being vacant to provide corrections training, contingent upon receiving written notification from the employees leaving.

ACTION ITEM #FM-5: The Committee recommends we approve the SUPERMICRO NAS Sharing three (3) year Agreement between Alpena County and the City of Alpena related to co-purchasing identical Supermicro SuperServer SSG-6028R-E1CR16 devices, in the amount of \$11,770.00, which will be split with the City of Alpena. (\$5,885.00

each).

H) **Central Dispatch Policy & Procedures Committee** - September 21, 2016

I) **Ambulance Committee** - September 26, 2016

ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #92 from Maple Ridge Township Fire Department for MFR training, for Jason Erard, Shaelyn Rondeau and Jim Price at \$400.00 each, in the total reimbursement amount of \$1,200.00 per the Ambulance Fund policy. Training dates 8-22-16/11-7-16.

ACTION ITEM #AM-2: The Committee recommends we approve Ambulance Fund Request #93 from Hubbard Lake Volunteer Fire Department for MFR training, for Danial Cohoon, in the amount of \$400.00, in the total reimbursement amount of \$400.00 per the Ambulance Fund Policy. Training dates 8-22-16/11-7-16.

ACTION ITEM #AM-3: The Committee recommends we approve Ambulance Fund Request #94 from Long Rapids Fire Department for MFR training, for Zachary Goff, in the amount of \$400.00, in the total reimbursement amount of \$400.00 per the Ambulance Fund Policy. Training dates 8-22-16/11-7-16.

ALPENA COUNTY BOARD OF COMMISSIONERS

AGENDA

Tuesday, October 25, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor Rich George of Alpena Free Methodist Church

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 2-5

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

1:05 p.m. Ted Somers, Alpena County Equalization Department, Senior Appraiser
Equalization Department 2016 Apportionment Report and Resolution
#16-17, Approving the 2016 Apportionment Report Pursuant to
Michigan Compiled Law 211.37 (Attachment #1)

ACTION ITEM: Recommendation to approve the 2016 Apportionment Report and Resolution as presented.

REPORTS OF SPECIAL OR AD HOC COMMITTEES

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

CORRESPONDENCE

NEW BUSINESS

CLOSED SESSION

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

ACTION ITEM #PM2-7: The Committee recommends we approve the following:

- 1) Home Improvement Director - work a minimum of 30 hours/week with a maximum of 40 hours/week with current salary.
- 2) Public Conservator- work a minimum of 35 hours/week with a maximum of 40 hours/week with current salary
- 3) District Court Administrator - work a minimum of 35 hours/week with a maximum of 40 hours/week with current salary
- 4) Magistrate - work a minimum of 21 hours/week with a maximum of 40 hours/week with current salary

The above four positions require department head approval for overtime over 40 hours/week.

- 5) Assistant Prosecutor, works a minimum of 40 hours per week and that the salary be set at \$47,476 effective December 1, 2016.

C) 3) Personnel Committee - October 20, 2016

ACTION ITEM #PM3-1: The Committee recommends we appoint Bonnie Krajniak to the Alpena County Parks and Recreation Commission to be effective immediately and run through 12/31/18.

ACTION ITEM #PM3-2: The Committee recommends we approve a Letter of Understanding with COAM regarding the lieutenant position to be effective November 6, 2016.

ACTION ITEM #PM3-3: The Committee recommends we approve the MERS Resolution as presented.

D) Airport Committee - October 12, 2016

ACTION ITEM #AC-1: The Committee recommends approving Bay Rental Leasing dba Avis Rent-A-Car's one-year lease extension with the new monthly lease amount of \$355.97. (11-1-16/10-31-17)

E) 1) **Budget Committee - October 13, 2016**

ACTION ITEM #BC1-1: The Committee recommends we reduce the wages for a new County Drain Commissioner by 10% effective January 1, 2017.

2) **Budget Committee - October 21, 2016**

ACTION ITEM #BC2-1: The Committee recommends we approve an emergency roof replacement at DHS building out of the FIA/MDOT reserve line item in the amount of \$66,000.

ACTION ITEM #BC2-2: The Committee recommends that we proceed with the health care proposal as presented and we opt out of Public Act 152 and continue with the custom cap for 2017.

ACTION ITEM #BC2-3: The Committee recommends we accept the BS & A software proposal for \$109,300 with funding to be spread over three budget years.

F) **Finance/Building Maintenance and Recreation Committee - October 19, 2016**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$75,691.83	\$75,691.83
Per Diems & Mileage	\$ 4,176.66	\$ 4,176.66

ACTION ITEM #FM-1: The Committee recommends we approve the purchase of an automatic entry door opener for the Veterans Affairs office, in the amount of \$2,740.00, with funds out of line item #267-683-931.

ACTION ITEM #FM-2: The Committee recommends we authorize the Sheriff to sell used dive equipment (dry suits).

ACTION ITEM #FM-3: The Committee recommends we approve the agreement between Rapid Results and Adult DWI/Drug Court (88th Judicial District Court/Montmorency County) for the term 10-1-16/9-30-17.

ACTION ITEM #FM-4: The Committee recommends we approve the Airport Managers request to reverse a previously requested transaction to transfer \$2,697.30 from the Passenger Facility Charge Reserve Account line item # 295-000-393 and transfer the amount to the Airport Cash

line item #295-000-001 to cover an increase in Airport Consulting Services line item # 295-536-805.

ACTION ITEM #FM-5: The Committee recommends we approve the purchase of (10) Office Suite licenses for new replacement computers in the amount of \$2,601.14 from CDWG, with funds out of line item # 101-958-728.

ACTION ITEM #FM-6: The Committee recommends we approve the Third Quarter Budget Adjustments as presented.

ACTION ITEM #FM-7: The Committee recommends Alpena County continue to provide 911 dispatch services for Presque Isle County through the end of the year, December 31, 2016.

ACTION ITEM #FM-8: The Committee recommends that the attorney line item #101-200-964 be increased by \$10,000.00 by transferring it from the contingency fund.

ALPENA COUNTY BOARD OF COMMISSIONERS

REVISED AGENDA

Tuesday, November 29, 2016 1:00 p.m.

CALL TO ORDER

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

PRAYER by Pastor James Erickson of Immanuel Lutheran Church

ROLL CALL

MOTION TO ADOPT THE AGENDA

PUBLIC COMMENT (3 minute limit per person)

ANY ITEM THAT IS LISTED ON THE CONSENT CALENDAR MAY BE PULLED IF REQUESTED BY A COMMISSIONER

CONSENT CALENDAR - All items listed on pages 2-5

ACTION ITEM #1: Motion to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote is necessary with 5 ayes.

POLL #1: Personnel Committee Chairman Eric Lawson
Letter of Support for the River Center

ACTION ITEM #1: Recommendation to send a letter of support for the River Center project as long as it does **not** affiliate any future financial commitments to Alpena County, the Vice-Chairman of the Board be authorized to sign it on behalf of the Board of Commissioners.

1:05 p.m. Fran Whitney from NEMCSA (Attachment #1)

Chairman Habermehl

1) Letter from Health Department

REPORTS OF SPECIAL OR AD HOC COMMITTEES

SPECIAL ORDERS

UNFINISHED BUSINESS AND GENERAL ORDERS

CORRESPONDENCE

NEW BUSINESS

CLOSED SESSION

Negotiations

PUBLIC COMMENT (3 minute limit)

ADJOURNMENT

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -October 25, 2016

- B) **Alpena County Court Committee** - October 20, 2016
- November 2, 2016

ACTION ITEM #ACCC-#1: The Committee recommends we proceed with the asphalt driveway for prisoner transport between the Annex Building and Department of Corrections buildings as planned.

- C) 1) **Personnel Committee** -November 8, 2016

ACTION ITEM #PM1-1: The Committee recommends that a County employee can only purchase MERS service credit once the employee is 100% fully vested with the County and that the Personnel Policy be revised to reflect this wording.

ACTION ITEM #PM1-2: The Committee recommends we authorize the Maintenance Superintendent to post, advertise, draw up an eligibility list and fill the Maintenance vacancy.

ACTION ITEM #PM1-3: The Committee recommends that the same amount of PTO that Josh Scott left with from Base Security, he would go back to Base Security with and that he receive 75% payout of the remaining amount of PTO.

ACTION ITEM #PM1-4: The Committee recommends that the non-union hourly (only those that are not receiving an increase in hours from 35 to 37 $\frac{1}{2}$), receive a \$.36/hour increase for the first full pay in 2017.

ACTION ITEM #PM1-5: The Committee recommends that the non-union salaried appointed personnel receive a 2% increase for 2017.

ACTION ITEM #PM1-6: The Committee recommends that the elected officials (Sheriff, Clerk, Treasurer, Register of Deeds, and Prosecutor) receive a 2% increase for 2017.

ACTION ITEM #PM1-7: The Committee recommends that the Commissioners and Board Chair receive a 1% increase for 2017.

C) 2) **Personnel Committee** - November 14, 2016

ACTION ITEM #PM2-1: The Committee recommends that the County Clerk be authorized to hire a temporary part-time clerical assistant, 20 hours per week for a maximum of four months effective April 1, 2017.

ACTION ITEM #PM2-2: The Committee recommends that the 911 Director be authorized to hire a part-time dispatcher and to establish a new eligibility list by advertising for 911 Dispatchers.

ACTION ITEM #PM2-3: The Committee recommends that the Prosecutor be authorized to fill the clerical vacancy in his office.

D) **Airport Committee** -November 9, 2016

E) **Budget Committee** - November 4, 2016

ACTION ITEM #BC-1: The Committee recommends we adopt the following step increases to the wage scale for the County Treasurer for the following years:

2017	2018	2019	2020
\$1,612	\$1,612	\$1,612	\$1,612

ACTION ITEM #BC-2: The Committee recommends that all 4-year term newly elected officials (includes Sheriff, Clerk, Treasurer, Register of Deeds, Drain Commissioner, and Prosecutor) automatically receive a 10% pay decrease with a step up plan as follows:

Year 2 of office	Year 3	Year 4	Year 5
25% of decrease	additional 25%	additional 25%	additional 25%

(Example: \$1,000 decrease - 2nd year \$250, 3rd year \$250, 4th year \$250, 5th year \$250)

If yearly raises are given, they will begin after the first year in office.

F) **Finance/Building Maintenance and Recreation Committee** - November 16, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$182,395.37	\$182,395.37
Per Diems & Mileage	\$ 3,522.94	\$ 3,522.94

ACTION ITEM #FM-1: The Committee recommends we approve the amendment to the agreement for the provision of Inmate Health Services.

ACTION ITEM #FM-2: The Committee recommends authorizing the Treasurer to transfer \$3517.79 from Passenger Facility Charge Line item 295-000-393 for consulting costs to Primary Airport Services to replace funds that were transferred from Line items 295-536-931 and 295- 536-808.

ACTION ITEM #FM-3: The Committee recommends authorizing the Treasurer to transfer \$3807.01 from PFC Line 295-000-393 to consulting 295-536-805 to pay PAS invoices 1042-14, 1042-15, 1042-16, 1042-17, and 1042-18.

ACTION ITEM #FM-4: The Committee recommends we approve replacing nine printers at the cost of \$299 each for a total of \$2,691.00 from ITA (Ink & Toner Alternative) with monies to be taken out of 402-234-980.251.

ACTION ITEM #FM-5: The Committee recommends we approve the 2017 Older Persons Agreements as presented and authorize the Chairman of the Board to sign them.

ACTION ITEM #FM-6: The Committee recommends we approve the 2017 Youth and Recreation Agreements as presented and authorize the Chairman of the Board to sign them.

ACTION ITEM #FM-7: The Committee recommends we approve the amendment to the Tax Revolving Fund Policy as presented.

ACTION ITEM #FM-8: The Committee recommends that the 2017 Budget be put on display in the Treasurer's office, Clerk's office and the Commissioners' office no later than December 1, 2016 after the County Treasurer makes necessary adjustments.

ACTION ITEM #FM-9: The Committee recommends we approve the Intergovernmental

Agreement for the Provision of 911 Emergency Services between
Alpena County and Presque Isle County.

ACTION ITEM #FM-10: The Committee recommends we approve the ordering this year and purchasing in 2017 the Cherryland Imaging Software for the District Court in the amount of \$12,900.

ACTION ITEM #FM-11: The Committee recommends we approve ordering the scanners this year and purchasing the five scanners in 2017 at the price of \$3975 to be taken out of 101-136-977 in 2017 with a carryover of \$975 from 2016 to 2017.

G) Personnel Committee - November 28, 2016

ACTION ITEM #G-1: The Committee recommends that we advertise and fill the Assistant Veterans Counselor position.

ACTION ITEM #G-2: The Committee recommends we rescind the previous letter of understanding with COAM and approve a new letter of understanding with COAM regarding the Lieutenant position.

ACTION ITEM #G-3: The Committee recommends we approve a letter of understanding with POAM regarding the Animal Control position.

ACTION ITEM #G-4: The Committee recommends that Josh Scott retain 91.75 in PTO hours at Base Security and approve the pay out of 75% of 112.77 hours.

ACTION ITEM #G-5: The Committee recommends that the following four people receive longevity pay based on the following county hire dates:

Michael Jones	April 15, 2013
Casimir Kroll	May 1, 2007
Michael Lash	May 1, 2007
Josh Scott	May 1, 2007

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OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS



Organizational Board Meeting

January 4, 2016

1:00 p.m.

The Alpena County Board of Commissioners met in organizational session in the Howard Male Conference Room on January 4, 2016 at 1:00 p.m.

The meeting was called to order by Clerk Bonnie Friedrichs who called for the Pledge of Allegiance.

ROLL CALL

Roll was called, the following Commissioners present: Commissioner Jeff Kowalski, District #1, Robert Adrian, District #2; Camille Nerkowski, District #3; Lyle VanWormer, District #4; Mary Hess, District #5; Ronald McDonald, District #6; Cameron Habermehl, District #7 and Commissioner Eric Lawson, District #8.

AGENDA

Moved by Commissioner Kowalski and supported by Commissioner Nerkowski to adopt the agenda. Motion carried.

PUBLIC COMMENT

Sandy Skaluba, Alpena resident, commented on ARMC regarding retirement.

NOMINATIONS FOR CHAIRMAN

Commissioner Hess nominated Commissioner Habermehl for Chairman of the Board which was seconded by Commissioner Adrian. No other nominations were received.

Moved by Commissioner McDonald and supported by Commissioner VanWormer to close nominations and cast a unanimous ballot for Cameron Habermehl as Chairman of the Board. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

SEATING OF THE CHAIR

At this time, Chairman Habermehl took over running the meeting.

NOMINATIONS FOR VICE-CHAIRMAN

Commissioner Hess nominated Commissioner VanWormer for Vice-Chairman of the Board. This was seconded by Commissioner Nerkowski. No other nominations were received.

Moved by Commissioner Kowalski and supported by Commissioner Hess to close nominations and cast a unanimous ballot for Lyle VanWormer for Vice-Chairman of the Board. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

FINANCE COMMITTEE AND VARIOUS APPOINTMENTS FOR 2016

Under statutory provisions, Chairman Habermehl appointed the following Commissioners to the Finance Committee for 2016: Chairman - VanWormer, Commissioner Kowalski and Commissioner Habermehl. Moved by Commissioner Kowalski and supported by Commissioner Hess to concur with the Chairmans appointments. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

APPOINTMENT OF VARIOUS COMMITTEES

He also handed out the standing committee appointments, various committee appointments, and intergovernmental committee appointments.

ALPENA COUNTY BOARD OF COMMISSIONERS
2016
FINAL COMMITTEE STRUCTURE

PERSONNEL MANAGEMENT COMMITTEE-

Responsible to and for all employee related personnel matters to include Contract Negotiations, Grievances, Discipline, Hiring, Salary and Wage analysis and appointments.

Eric Lawson, Chairman
Bob Adrian
Mary Hess

FINANCE/BUILDING MAINTENANCE AND RECREATION COMMITTEE

Responsible to and for the maintenance and control of county related expenditures and its fiscal budget: to include reviewing of bills for payment, Equalization County Evaluation, Insurance and Bonds, Requests for funding or changes in budget items, General Revenue Sharing, contracting for goods and services and approval of all large and unusual purchases and computer systems. Responsible to and for physical construction and maintenance of all county owned buildings and property: to include Courthouse, Annex Building, County Parks, Airport, Sheriff's Department, Plaza Pool, Fairgrounds, and County Recreation Plan.

Lyle VanWormer, Chairman
Jeff Kowalski
Cameron Habermehl
Alternate: Ron McDonald

AMBULANCE COMMITTEE

Responsible to and for the Ambulance Fund. Reviews and recommends Ambulance Fund policy revisions and contracts. Reviews and recommends ambulance fund requests. Meets on an as needed basis.

Cam Habermehl, Chairman
Lyle VanWormer
Eric Lawson
Ron McDonald

INSURANCE COMMITTEE

Responsible for all insurance matters.

Cam Habermehl, Chairman
Ron McDonald
Bob Adrian
Jeff Kowalski

AIRPORT COMMITTEE

Responsible to and for the Alpena County Regional Airport.

Bob Adrian, Chairman
Eric Lawson
Camille Nerkowski

IT COMMITTEE (Information Technology)

Responsible for all Information Technology for County operations.

Jeff Kowalski, Chairman
Cam Habermehl
Camille Nerkowski

ALPENA COUNTY COURT COMMITTEE

Responsible for coordination of court facilities and financial obligations of all county court operations to include District Court, Probate Court, Drug Courts, and Circuit Court/Family Division - Child Care budget.

Mary Hess, Chair
Eric Lawson
Lyle VanWormer

Board Chairman is an ex-officio member of all committees and entitled to one vote on committee matters. Vice-Chairman will assume same responsibility when Board Chairman is absent.

2016
ALPENA COUNTY BOARD OF COMMISSIONERS
Final Various Board Appointments

STATUTORY APPOINTMENTS

4-COUNTY HEALTH BOARD: Bob Adrian, Eric Lawson, Alternates: Ron McDonald, Jeff Kowalski

26TH JUDICIAL CIRCUIT LOCAL COURT MANAGEMENT COUNCIL: Cameron Habermehl, Eric Lawson,
Mary Hess

ALPENA COUNTY PARKS & RECREATION COMMISSION: Bob Adrian, Cameron Habermehl, Alternate:
Camille Nerkowski

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC): Mary Hess, Alternate: Camille Nerkowski

MONTMORENCY OSCODA ALPENA Landfill Authority (includes Recycling): Lyle VanWormer, Cameron
Habermehl Alternates - Ron McDonald, Camille Nerkowski

PLANNING COMMISSION (COUNTY) : Jeff Kowalski

BOARD MEMBER APPOINTMENTS

NORTHERN MICHIGAN REGIONAL ENTITY): Eric Lawson

NORTHEAST MICHIGAN CONSORTIUM: Camille Nerkowski

NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS (includes subcommittee - Regional Development):
Cameron Habermehl, Alternate: Camille Nerkowski

MICHIGAN NORTHERN COUNTIES ASSOCIATION: Ron McDonald, Alternate: Cameron Habermehl

NORTHEAST MICHIGAN COMMUNITY SERVICE AGENCY (NEMCSA): Mary Hess, Alternate: Camille
Nerkowski

DRUG AWARENESS RESISTANCE EDUCATION (DARE) BOARD: Lyle VanWormer, Alternates: Mary Hess,
Camille Nerkowski, Ron McDonald

COMMUNITY CORRECTIONS ADVISORY BOARD (CCAB): Mary Hess, Alternate: Camille Nerkowski

HURON UNDERCOVER NARCOTICS TEAM (HUNT): Lyle VanWormer, Alternate: Mary Hess

SUNRISE SIDE COASTAL HIGHWAY/HERITAGE ROUTE: Camille Nerkowski, Alternate: Jeff Kowalski

TARGET ALPENA: Lyle VanWormer

THUNDER BAY TRANSPORTATION: Jeff Kowalski, Alternate: Camille Nerkowski

THUNDER BAY MARINE SANCTUARY: Jeff Kowalski Alternate: Eric Lawson

EMERGENCY FOOD & SHELTER PROGRAM/UNITED WAY: Camille Nerkowski, Alternate: Jeff Kowalski

MEDICAL CONTROL BOARD: Bob Adrian, Alternate: Cameron Habermehl

911 ADVISORY BOARD - Lyle VanWormer, Mary Hess, Alternate: Camille Nerkowski

CENTRAL DISPATCH POLICIES & PROCEDURES - Mary Hess, Lyle VanWormer, Alternate: Camille
Nerkowski

ALPENA REGIONAL MEDICAL CENTER LIAISON-_____

VETERANS AFFAIRS BOARD LIAISON: Cameron Habermehl

NEGWEGON-ROCKPORT-THOMPSON HARBOR ADVISORY COMMITTEE: Jeff Kowalski

**GOVERNMENTAL REPRESENTATIVES ON
INTERGOVERNMENTAL COUNCIL COMMITTEES**

(Most committees also have many citizen representatives)

FINAL 2016

COMMUNICATIONS COMMITTEE

City	County	Township Representatives
	Nerkowski	

AIR/WATER QUALITY COMMITTEE

City	County	Township Representatives
	McDonald	
	Kowalski	

ROADS COMMITTEE

City	County	Township Representatives
	Lawson	
	McDonald	

Moved by Commissioner Hess and supported by Commissioner VanWormer to concur with the Chairman's appointments except for the Alpena Regional Medical Center liaison appointment. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: Nerkowski. Motion carried.

BOARD MEETING DATES FOR 2016

Moved by Commissioner Kowalski supported by Commissioner Nerkowski to adopt the full board meeting dates and times as follows:

2016 FULL BOARD MEETING DATES

*January 4** - Organizational 1:00 p.m.*

January 26

February 4 - Intergovernmental Council 7:00 p.m. (Hosted by the City at the APLEX)

February 23

March 29

April 26

June 2 - Intergovernmental Council 7:00 p.m. (Place to be determined)

May 31

June 28

July 26

August 30

October 6 - Intergovernmental Council 7:00 p.m. (Place to be determined)

September 27

October 25

November 29

December 20** (3rd Tuesday due to holidays)

The Full Board meetings will be held on the **LAST Tuesday** of the month at 1:00 p.m. (**except where noted) in the County Annex Building in the Howard Male Conference Room. The Intergovernmental meetings are also listed above. Meeting dates are subject to change, please confirm date, time and place with the commissioners office.

Motion carried.

2016 PER DIEM AND MILEAGE POLICY

Moved by Commissioner Hess and supported by Commissioner Nerkowski to adopt the 2016 Per Diem Policy. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

(Copy attached to original board minutes.)

PAY PER DIEMS AND MILEAGE FOR 2016

Moved by Commissioner Hess and supported by Commissioner VanWormer to pay per diem and mileage for all full board meetings for the 2016 year. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

2016 RULES OF ORDER

Moved by Commissioner VanWormer and supported by Commissioner Hess adopt the rules of order for 2016 for the Board of Commissioners as presented. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

(Copy attached to original board minutes.)

2016 COUNTY DEPOSITORIES

Moved by Commissioner VanWormer and supported by Commissioner Nerkowski that the County depositories for 2016 be First Merit Bank, PNC Financial Services Group, Chemical Bank and First Federal of Northern Michigan, Flagstar Bank, PFM Asset Management LLC-GovMic, Morgan Stanley and Oppenheimer & Co. Inc., that these depositories be authorized to accept deposits or withdrawals made by Treasurer Ludlow or her designated deputies in the case of investments, certificates of deposit, or savings accounts, also to accept deposits and withdrawals on demand accounts (checking) by Treasurer Ludlow or her

designated deputies and Clerk Friedrichs or her designated deputies (two signatures required).
Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer,
Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

RESOLUTION #16-01

Act 20 of the Public Acts of 1943

Treasurer

WHEREAS, Act 20 of the Public Acts of 1943, as amended, provides that the "... legislative or governing body of a county, city, village, township, or special assessment district, or an agency, board, or commission of a county, by resolution, may authorize its treasurer or other chief fiscal officer to invest surplus funds belonging to and under the control of the political subdivision, special assessment district, or agency, board, or commission of a county per the Investment Policy for the County of Alpena as required by Public Act 20, 1943, as amended.

WHEREAS, it is the intent of the County of Alpena to maximize its return on balances from time to time available in the various funds of the County of Alpena; and,

WHEREAS, it has been the past practice of the County of Alpena to have its Treasurer make immediate investment of available balances;

NOW, THEREFORE, BE IT RESOLVED, that the Treasurer be authorized and is hereby directed to invest the balances from time to time available in the various funds of the County of Alpena in accordance with Act 20 of the Public Act of 1943, as amended; and,

BE IT FURTHER RESOLVED that all such investments heretofore made are hereby ratified and validated.

Moved by Commissioner Hess and supported by Commissioner Nerkowski to adopt the above resolution. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried.

2016 COUNTY FEE SCHEDULE

Moved by Commissioner VanWormer and supported by Commissioner Lawson to adopt the 2016 fee schedule as presented. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl. NAYS: None. Motion carried. (Fee schedule attached to original minutes.)

ADJOURNMENT

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to adjourn. Motion carried. Meeting adjourned at 1:13 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

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Alpena County
2016
Board of Commissioners Per Diem Policy

This Policy addresses the compensation of members of the Board of Commissioners for their attendance at Board and committee meetings as well as other scheduled meetings of committees, boards, authorities or other groups to which the member has been appointed as a representative of the Alpena County Board of Commissioners. It is recognized that this policy may not compensate Board Members for many activities that command their attention as an elected County Commissioner. It is intended, however, to clarify those activities that are compensable on a per diem basis.

Meeting

A meeting is defined as any meeting of a Board, Committee, Authority or other group to which a Commissioner is appointed as a representative of the Alpena County Board of Commissioners. In so much as County Commissioners receive a yearly salary, it is recognized that this policy may not compensate Board Members for many activities that command their attention as an elected County Commissioner. It is intended, however, to clarify those activities that are compensable on a per diem basis.

Budgeted Meeting

A "Budgeted Meeting" is defined as a meeting of a Board, Committee, Authority or other group to which a Commissioner is appointed as a representative of the Alpena County Board of Commissioners and is eligible for pre-approved per diem and mileage compensation as out-lined in "Budgeted Per Diem Meetings" within this policy.

Special Assignments

The County Board may elect or the Board Chair may designate other assignments in advance or during the course of the year for which the Board Member will be eligible for per diem under this policy. Relative to the Per Diem Policy, per diem eligibility shall be reflected in the motion for in a vote by the County Board or in the designation decree of the Chair.

Alternates

A duly appointed alternate will be eligible for per diem should the appointed member(s) not be present at the meeting. From time to time, neither Appointee nor Alternate may make a "Budgeted Meeting"; the Appointee, Alternate or County Chairman may request an at-large county commissioner to attend said meeting. Under these circumstances an at-large commissioner would be eligible for per diem and mileage.

Commissioner's Liaison Report

In order to receive per diem under this policy a Commissioner must complete a Commissioner Liaison Report and submit to the Board Secretary or designated staff within **15 days** of the meeting. All per diems must be submitted by December 31 of the year they occurred in.

Realizing, from time to time, extenuating circumstances do arise, a commissioner may submit a late report within **30 days** to the Finance Committee for approval. Any report not submitted within the aforementioned time frame or circumstances shall **Not** eligible for per diem or mileage unless discussed and approved by a **2/3 majority** of Alpena County Board of Commissioners at a regularly scheduled public meeting.

Mileage within Alpena County - Budgeted Meeting

Mileage for travel to a "Budgeted Meeting" within Alpena County shall equal the County Employee's Mileage level. Mileage shall be computed to and from a commissioner's home/work (normal beginning and ending location). Mileage for "Special Meetings" shall be discussed under the heading of "Special Meetings".

Mileage outside Alpena County - Budgeted Meeting

Mileage for travel to a "Budgeted Meeting" outside Alpena County shall equal the County Employee's Mileage level. Mileage shall be computed to and from a commissioner's home/work (normal beginning and ending location). Mileage for "Special Meetings" shall be discussed under the heading of "Special Meetings".

Mileage within Alpena County- Special Meeting

Mileage approved for travel to a "Special Meeting" within Alpena County shall equal the County Employee's Mileage level. Mileage shall be computed to and from a commissioner's home/work (normal beginning and ending location). Eligibility for ASpecial Meetings@ approval shall be discussed under the heading of "Special Meetings".

Mileage outside Alpena County - Special Meeting

Mileage approved for travel to a "Special Meeting" outside Alpena County shall equal the County Employee's Mileage level. Mileage shall be computed to and from a commissioner's home/work (normal beginning and ending location). Eligibility for "Special Meetings" approval shall be discussed under the heading of "Special Meetings".

Budgeted Per Diem Meetings

The following list reflects the budgeted meetings eligible for per diem without pre-authorization by the Chair, Finance Chair, Finance Committee or County Board of Commissioners under this policy:

<u>Meetings</u>	<u># Per Year</u> (Meetings based on 1 per month, unless otherwise noted)	<u>Per Diem</u>	<u>Commissioners</u>
Full Board Meetings	12 TOTAL + 2 Special	\$30	8
4 - County Health	12	9 - \$60, 3 - \$30	2
26th Judicial Court Local Court Mgt	6	\$30	3
Alpena County Court Committee	6	\$30	3
Planning Commission	12	Charged to Planning Commission	1
Parks & Recreation Commission	12	Charged to Parks & Recreation Commission	3
Landfill	24 (2 per month)	Charged to Landfill	2
Landfill Committees - Claims & Accounts, Personnel	30	Charged to Landfill	1
CCAB	4	\$30	1
HUNT	4	\$30	1
Target Alpena	12	\$30	1
United Way	2	\$30	1
Northern Michigan Regional Entity	6	\$60	1
NE MI Consortium	4	\$60	1
Michigan Northern Counties	10	\$60	1
DARE	10	\$30	1
Thunder Bay Transportation	12	\$30	1
Northeast Michigan Council of Governments (NEMCOG)	10	\$60	1
Northeast Michigan Community Service Agency (NEMCSA)	12	\$60 out of town \$30 in town	1
Local Emergency Planning Committee (LEPC)	8	\$30	1
Thunder Bay National Marine Sanctuary	6	\$30	1

Sunrise Side Coastal Highway/Heritage Route	6	\$30	1
Central Dispatch Committee	6	\$30	2
911 Advisory Board	4	30	2
Medical Control	6	30	1
Insurance	6	\$30	3
IT Committee	6	\$30	3
<u>Intergovernmental Committees</u>			
Intergovernmental Council	3	\$30	8
Communications	2	\$30	2
Air Water Quality	6	\$30	2
Roads	6	\$30	<u>2</u>
<u>Standing Committees</u>			
Finance (6 meetings + 6 meetings paid out of housing funds)	6	\$30	3
Budget	12	\$30	<u>8</u>
Personnel	24	\$30	4
Personnel Chair (Grievances/Negotiations)	12	\$30	3
Airport	12	\$30	3
Ambulance	6	\$30	4
<u>ADHOC Committees</u>			
Meetings as set up			
	<u>Misc. Meetings</u>		
Misc/Training/Public Hearings	money as budgeted and approved by the Chair		

The per diem rates shall be as follows until amended by the Board of Commissioners:

Full Board Meetings: \$30.00
Other Meetings: Up to 3 hours = \$30
3 or More Hours = \$60 plus meal (Meal if out of the County)
Maximum allowance is three meetings per day for a total of \$90
Conferences or training are \$60.00 per day if 3 hours or more

Mileage Reimbursement: Travel = County Employee Mileage Compensation
Per Diems and Mileage must comply with restrictions of the Alpena County Board of Commissioners Per Diem Policy to qualify for reimbursement.

Special Meetings

A Special Meeting under this policy is defined as an **Un-Scheduled and (therefore) Non-Budgeted** Meeting of a Board, Committee, Authority or other group to which a the Board Member is **appointed** as a representative of the Alpena County Board of Commissioners above or a Board, Committee, Authority or other group to which a the Board Member is **not officially** appointed as a representative of the Alpena County Board of Commissioners

Attendance to Special Meetings shall be eligible for per diem and mileage
only under the following circumstances:

- 1) Must submit a special per diem form in advance of the Special Meeting to the Finance Chairman for approval. In the event a special form cannot be submitted to the Finance Chairman, a verbal approval is acceptable before the actual occurrence of the Special Meeting.
- 2) Must submit a special per diem form in advance of the Special Meeting to the County Board Chairman (or Vice Chairman in the Chair's absence) for approval. In the event a special form cannot be submitted to the Board Chairman, a verbal approval is acceptable before the actual occurrence of the Special Meeting.
- 3) Must submit a special per diem form in advance of the Special Meeting to the County Finance Committee for approval.
- 4) Must submit a special per diem form in advance of the Special Meeting to the County Board of Commissioners for approval.

Any report for a "Special Committee" without an above pre-authorization shall **Not** be eligible for per diem or mileage and the commissioner's compensation shall be considered part of their Salaried Compensation Package.

Special Meetings - Board Chairman

A Special Meeting under this policy is defined as an **Un-Scheduled and (therefore) Non-Budgeted** Meeting of a Board, Committee, Authority or other group to which a the Board Chairman is **appointed** as a representative of the Alpena County Board of Commissioners above or a Board, Committee, Authority or other group to which a the Board Chairman is **not officially** appointed as a representative of the Alpena County Board of Commissioners

Attendance to Special Meetings shall be eligible for per diem and mileage **only under the following circumstances:**

- 1) Must submit a special per diem form in advance of the Special Meeting to the Finance Chairman for approval. In the event a special form cannot be submitted to the Finance Chairmen, a verbal approval is acceptable before the actual occurrence of the Special Meeting.
- 2) Must submit a special per diem form in advance of the Special Meeting to the County Board Vice Chairman for approval. In the event a special form cannot be submitted to the Board Vice Chairman, a verbal approval is acceptable before the actual occurrence of the Special Meeting.
- 3) Must submit a special per diem form in advance of the Special Meeting to the County Finance Committee for approval.
- 4) Must submit a special per diem form in advance of the Special Meeting to the County Board of Commissioners for approval.

Any report for a "Special Committee" without an above pre-authorization shall **Not** be eligible for per diem or mileage and shall be considered part of their Salaried Compensation Package

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Revised 12/30/2015

2016
RULES OF ORDER
BOARD OF COMMISSIONERS
ALPENA COUNTY, MICHIGAN

1. AUTHORITY

These rules are adopted by the Board of Commissioners of County of Alpena pursuant to Section 46.11 of the Compiled Laws of Michigan, as amended.

2. MEETINGS

2.1 Organizational Meeting

The first meeting in each calendar year shall be the organizational meeting and it shall be held the first business day of January at 1:00 p.m (For example, next year's organizational board meeting shall be held January 3, 2017). At each such meeting, the county clerk shall preside. As the first item of business, the county clerk shall administer the oath of office to the commissioners if the oath has not previously been administered.

The second item of business shall be election of the chairperson of the board for a one year term and the vice-chairperson. The clerk shall call for nominations for the office of chairperson and when nominations are closed by majority vote or no other nominations are forthcoming, the clerk shall receive written ballots from the members. When one nominee receives a majority of the votes of the members elected and serving, that nominee shall be declared chairperson.

The newly elected chairperson shall assume the chairperson and proceed with the election to the office of vice-chairperson, which shall be conducted by roll call vote.

If the commissioners present shall not cast a majority for one nominee, the county clerk shall continue to preside until a majority of commissioners elects one of its members to be chairperson. The board of commissioners may proceed onto other agenda items, as they shall decide.

2.2 Regular Meetings

The county board shall meet on the last Tuesday of each month unless it falls on or near a holiday or if necessary to change from the usual date in which another date will be

* Unless otherwise stated, "majority shall mean more than half the members elected and serving."

proposed. At its first meeting in each calendar year, the board of commissioners shall establish its schedule of regular meetings for the balance of the year.

2.3.1 Special Meetings

The board of commissioners shall meet in special session upon the written petition filed with the county clerk and signed by one-third or more of the members. The petition for a special meeting shall specify the time, date, place, and purpose of the meeting.

2.4 Place of Meetings

Meetings of the board of commissioners shall be held in the chambers of the board of commissioners in the county annex unless public notice of the meeting states a different location. Whenever the regular meeting place of the board of commissioners shall appear inadequate for members of the public to attend, the chairperson may change the meeting location to a larger facility in the county. A notice of such change shall be prominently posted on the door of the regular meeting place and the other location. The clerk shall also give notice of the change in the meeting place in a newspaper if time permits.

2.5 Time of Regular Meetings

The time of the regular meetings shall be stated in the regular schedule of meetings adopted under Rule 2.2. In evening meetings, the board shall not begin considering any matter on the agenda not yet under consideration by the time of 10:30 p.m. except with the unanimous consent of the members present. Matters on the agenda and not yet acted upon at the time of adjournment will be placed on the agenda of the next regular meeting or special meeting if one is called.

2.6 Change in Schedule

Change in the regular meeting schedule shall not be made except upon the approval of a majority of the members. In the event the board shall meet and a quorum is not present, the board, with the approval of those present, may adjourn the meeting to a later day and time provided that proper notice to members and the public is given.

3. PUBLIC NOTICE OF MEETINGS

The county clerk or secretary to the board shall provide the proper notice for all meetings of the board of commissioners. Such notice shall include, but not necessarily be limited to, the following:

3.1 Regular Meetings

Posting a notice within 10 days after the first meeting of the county board in each calendar year indicating the date, time, and place of the board's regularly scheduled meeting.

3.2 Schedule Change

Whenever the board shall change its regular schedule of meetings, a posting of notice of the change within three days following the meeting in which the change was made.

3.3 Special and Emergency Meetings

If the board shall schedule a special meeting under rule 2.3 or an emergency meeting under rule 2.4, notice of such meeting shall be posted immediately and delivery of the notice to the residence of each commissioner by personal delivery, this only will be done under extraordinary circumstances, facsimile transmission, e-mail or first class mail. Also, personal services by the clerk of the county to the office of the commissioners by hand delivery, will serve as notice to all members of the commission. No meeting, except emergency meetings, shall be held until the notice shall have been posted at least 18 hours.

3.4 Notification to Media and Others

The clerk shall notify, without charge, any newspaper or radio or television station of the board's meeting schedule, schedule changes, or special or emergency meetings whenever such newspaper or radio or television station has filed with the clerk a written request for such notice. The clerk or board secretary shall also notify other individuals or organizations of regular meeting schedules, changes in the schedule, or special and emergency meetings, but only upon their written request and agreement to pay the county for printing and postage expenses. With written consent of the persons or agencies requesting notification, notice may be made by facsimile transmission or e-mail. In the absence of such consent, notices shall be made by first class mail.

4. QUORUM, ATTENDANCE, CALL OF THE COUNTY BOARD

4.1 Quorum

A majority of commissioners of the board, elected and serving, shall constitute a quorum for the transaction of ordinary business of the board.

4.2 Attendance

No member of the county board may absent himself or herself without first having notified the chairperson of his or her intent to be absent from a scheduled meeting.

5. AGENDA FOR MEETINGS

The secretary of the board, after first reviewing pending matters and requests, shall prepare a draft of the agenda of business for all regularly scheduled commission meetings. The chairperson of the board shall review and add or delete items, as he/she considers proper. Any commissioner, or chairperson of a committee, board, or other commission of the county, desiring to place a matter on the agenda shall notify the secretary of such item by 12:00 noon on the Tuesday preceding the next regular meeting of the board. The board, except upon the consent of a majority of the members present, shall not consider items not received by the secretary of the board by the stated deadline.

5.1 Agenda for Special Meetings

Whenever the board is called into session pursuant to Rule 2.3.1, the agenda shall be included in the notice of the meeting and no other matter shall be considered except when all members are present and a majority concurs. Agenda for special meetings pursuant to Rule 2.3.2 shall be provided along with the notice of the meeting to commissioners, if time permits. At other times, the chairperson shall declare the agenda upon the approval of a majority of the members present.

5.2 Distribution of Agenda and Materials

Upon the completion of the agenda, the board secretary shall immediately distribute copies of the agenda together with copies of reports, explanations, etc., which relate to the matters of business on the agenda. Commissioners shall be entitled to receive such materials not later than two days prior the next regular meeting.

5.3 Consent Calendar (Defined)

The consent calendar shall consist of those matters that the commission has determined to be "routine" and usually are matters about which the board commonly concurs. Among such matters are the approval of minutes, approval of bills for payment, appointment of persons to budgeted and classified positions, and other matters that the board of commissioners is required by statute or board rule to approve.

5.4 Consent Calendar—Procedure

The board secretary, in preparing the meeting agenda, shall list those matters under the heading of "consent calendar" and include the associated materials with those distributed to the members in accordance with Rule 5.2.

At a meeting of the commissioners for which a consent calendar has been prepared, the board, upon the motion of a commissioner, shall vote on the approval of the matters included under the consent calendar. Before putting the question to the commissioners, the chairperson shall permit the commissioners to remove from the consent calendar, those items on which they have questions or wish to debate. The chairperson shall then direct the clerk to remove such matters and place them in their usual place on the meeting's agenda. A vote shall not be required to remove a matter from the consent calendar.

5.5 Order of Business

The agenda shall be arranged in the following order:

- a. Call to order
- b. Pledge of allegiance
- c. Roll call
- d. Approval of the agenda
- e. Brief public comment (3 minutes)
- f. Action on consent calendar
- g. Reports of officers, boards, and standing committees
- h. Reports of special or ad hoc committees
- i. Special orders
- j. Unfinished business and general orders
- k. New business
- l. Public comment (3 minutes)
- m. Adjournment

6. CONDUCT OF MEETINGS

6.1 Chairperson

The person elected chairperson in the first meeting each year of the board of commissioners shall preside at all meetings of the board. In the absence of the chairperson, the person elected vice-chairperson shall preside. If neither the chairperson nor the vice-chairperson is present, the clerk shall preside until the commissioners present elect a commissioner to preside during the absence of the chairperson or vice-chairperson.

6.2 Form of Address

Board members wishing to speak shall first obtain the approval of the chairperson and each person who speaks shall address the chairperson. Other persons at the meeting shall not speak unless recognized by the chairperson.

6.3 Disorderly Conduct

The chairperson shall call to order any person who is being disorderly by speaking or otherwise disrupting the proceedings, by failing to be germane, by speaking longer than the allotted time, or by speaking vulgarities. Such person shall thereupon be seated until the chairperson shall have determined whether the person is in order. If a person so engaged in presentation shall be ruled out of order, he or she shall not be permitted to speak further at the same meeting except upon special leave by the board of commissioners. If the person shall continue to be disorderly and to disrupt the meeting, the chairperson may order the sergeant at arms to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

7. RECORD OF MEETINGS

7.1 Minutes and Official Records

The county clerk shall be clerk of the board and together with the secretary to the board, shall be responsible for maintaining the official record and minutes of each meeting of the board. The minutes shall include all the actions and decisions of the board with respect to substantive (non-procedural) motions. The minutes shall include the names of the mover and seconder and the vote of the commissioners. The record shall also state whether the vote was by voice or by roll call; when by roll call, the record shall show how each member voted. The clerk shall maintain, in the office of the clerk, copies of each resolution and ordinance or other matter acted upon by the board. The official minutes, however, may refer to those matters by an identifying number and the descriptive title of the ordinance, resolution, or other matter.

7.2 Record of Discussion

The clerk shall not be responsible for maintaining a written record or summary of the discussion or comments of the board members nor of the comments made by members of the public.

7.3 Request for Remarks to Be Included

Any commissioner may have his or her comments printed as part of the record upon the concurrence of a majority of the other members. Comments to be included in the record shall be provided in writing by the member.

7.4 Public Access to Meeting Records

The board secretary or clerk shall make available to members of the public the records and minutes of the board meetings in accordance with the freedom of information act.

Board minutes, prepared but not approved by the board, shall be available for public inspection not more than eight business days following the meeting. Minutes approved by the board shall be available within five business days of the meeting at which they were approved. The board shall also promptly mail copies of minutes to persons who have subscribed and paid the fee therefor as determined by the board of commissioners.

8.0 COMMITTEES

8.1 Appointment

Each year, following the election of the board chairperson, the chairperson shall appoint commissioners to standing committees listed under Rule 8.3 and other various committees.

8.2 Committee Chairperson

The person first listed on the roster of each committee shall be the committee chairperson. In the absence of the committee chairperson, the person next listed shall assume the chairperson.

8.3 Standing Committees and Responsibilities

Committees of the board shall consist of the following:

Finance/Building Maintenance and Recreation	Personnel
Ambulance	Insurance
Airport	Information Technology (IT)
Alpena County Court Committee	

Each committee shall thoroughly investigate any matter referred to it by the board or board chairperson and shall report in writing its findings to the board without undue delay. Upon the motion of any board member, and approval by a majority of the board, the board may discharge a committee from further consideration of any matter.

8.4 Committee Meetings

A majority of the members of a committee shall constitute a quorum. Each committee shall comply with the provisions of the Michigan Open Meetings Act and the Freedom of Information Act.

Each committee shall maintain a written record of its meetings and shall deliver such record to the clerk or secretary to the board. The clerk or board secretary shall maintain a separate file for each committee. The record of each committee meeting shall include at

least the following: the date and place of the meeting, members attending, and the vote of each on any action relating to an ordinance, resolution, appointment or election of an officer that the committee has approved. Committee votes on other matters must be included as part of the meeting record upon the demand of one-third of the members. Committee actions will follow statutes and board adopted personnel policies and procedures.

8.5 Exercise of Governmental Function

A committee shall not exercise a governmental function as defined by the open meetings act in a meeting not open to the public unless the open meetings act permits the action to be considered in executive session closed to the public. The responsibility of each committee is to make recommendations to the board of commissioners and to report matters considered and rejected as well as those considered and recommended.

8.6 Work Sessions

Whenever the board shall meet in "work sessions" the board shall meet as a committee of the whole. The chairperson, vice-chairperson, or other member shall preside.

Work sessions shall conform to the requirements of the open meetings act with respect to public notice.

The rules of the board of commissioners shall be observed in work sessions as far as they are applicable, except with respect to limiting debate, moving to vote immediately, and taking a roll call vote.

Resolutions, ordinances, and other matters referred to the committee, unless otherwise ordered by the committee, shall be read aloud by the clerk and then considered and acted upon by section. Before an amendment is adopted it shall be fully written and read to the committee. Whenever the committee of the whole has completed its deliberations, a member shall move that the workshop meeting rise and report to the board of commissioners. The motion to rise is always in order and shall be decided by majority vote without debate. Motions recommending action by the board of commissioners shall take precedence in the same order as analogous motions in the meetings of the board of commissioners.

8.7 Commissioner appointments

- 1) The Board of Commissioners makes appointments to various boards and commissions. In an effort to avoid a potential conflict of interest in a Committee or with the Board, the Board shall not appoint a relative of any board member

defined as parent, spouse, child, brother, sister, grandparent, someone residing in the same household (further defined as natural, adoptive, half, step or foster).

- 2) Commissioners individually appoint a representative to serve on select committees. These select committees shall consist of the following:
 - a. Older Persons Committee
 - b. Youth and Recreation Committee

The representative must reside in the Commissioner's district and actively participate in committee meetings. In an effort to avoid a potential conflict of interest in a Committee or with the Board of Commissioners, a Commissioner shall not appoint a relative defined as parent, spouse, child, brother, sister, grandparent, someone residing in the same household (further defined as natural, adoptive, half, step or foster).

9.0 EXECUTIVE MEETINGS

9.1 The vote to hold an executive meeting shall be recorded in the minutes of the meeting at which the decision was made.

9.2 The board of commissioners may meet in executive session, closed to members of the public, upon the motion of any member and roll call approval by two-thirds of the members for the following purposes:

9.2.1 To consider the purchase or lease of real property, until an option to purchase or lease that property is obtained.

9.2.2 To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the county board.

9.2.3 To meet with an attorney to consider the attorney's written opinion.

9.2.4 To review the specific contents of an application for employment to a county position and the applicant requests that the application remain confidential. Whenever the board meets to interview an applicant, the meeting shall be open to the public.

9.2.5 Other Reasons

9.2.5.1 The board may also meet in executive session for the following reasons without the requirement of a two-thirds vote:

9.2.5.2 To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of a public officer, employee, staff member, or individual agent if the named person requests a closed hearing. If the person rescinds his/her request for a closed hearing the matter at issue shall thereafter be considered only in open public meeting.

9.2.5.3 To consider strategy connected with the negotiation of a collective bargaining agreement.

9.3 Minutes, Executive Meetings

For each executive meeting, the clerk shall make a separate record of the topics discussed. This record shall not be disclosed to the public except upon the order of a court. The clerk may destroy the minutes after one year and one day have passed after the meeting at which the board approved the minutes of the meeting at which the board voted to hold the executive meeting.

10. MOTIONS AND RESOLUTIONS

10.1 Statement by Chairperson, Motions, and Resolutions

No motion or resolution shall be adopted until the presiding officer states the motion. All motions, except procedural motions and resolutions, may be required to be in writing upon the demand of any member. A request to recess for the purpose of writing out a motion or resolution shall be in order.

10.2 Rank of Motions

The order of precedence of motions shall be:

- a. Privileged Motions
- b. Fix the time to which to adjourn (or set the time for next meeting)
- c. Adjourn
- d. Recess
- e. Raise a question of privilege
- f. Call for orders of the day

10.3 Subsidiary Motions

- a. Lay on the table

- b. Call the previous question (immediately to close debate and making of subsidiary motions except lay on the table.)
- c. Limit or extend the limits of debate
- d. Postpone to a certain time (postpone definitely)
- e. Refer to a committee
- f. Amend the main motion
- g. Postpone indefinitely
- h. Clear the floor of all motions

10.3.1 Main Motion

10.3.2 Nondebatable Motions

The motions to fix the time of the next meeting, adjourn, recess, point of privilege, call for orders of the day, to table, vote immediately, limit or extend debate shall be ordered and voted upon without debate.

10.4 Procedural Motions

10.4.1 Motion to reconsider

The motion to reconsider shall be in order on any question that the board has decided, but no question shall be reconsidered more than once. The motion to reconsider shall be in order on the same day as the vote to be reconsidered was taken. The motion to reconsider shall be made only by a member who voted with the prevailing side. A motion to reconsider a motion to amend shall not be in order if the main question has been voted upon. If the board has adopted a motion to reconsider, however, motions to amend shall be in order.

10.4.2 Motion to clear the floor

The motion to clear the floor may be made by the chairperson or a member, whenever procedural matters have become sufficiently confused. If the motion to clear the floor has been adopted, it shall clear the floor of all motions as though they have been withdrawn. The motion shall not be subject to debate nor, if adopted, to reconsideration.

10.4.3 Temporary suspension of the rules

These rules may be suspended temporarily at any time by vote of two-thirds of the members elected and serving to achieve any legal objective of the board in a legal manner.

10.4.3 Appeal rulings of the chairperson

Any commissioner may appeal the ruling of the chairperson. On all appeals receiving a second, the question shall be "Shall the decision of the chairperson stand as the decision of the county board of commissioners?"

11. VOTING

11.1 Abstaining from voting

Whenever the chairperson puts a question to the members, every commissioner present shall vote on the question unless a conflict of interest. No member present shall abstain from voting "yes" or "no" unless there is a conflict of interest. The Commissioner shall state that he/she has a conflict of interest prior to the item being discussed or a motion being made and what the conflict of interest is. The County Board can then take action to allow or not allow the abstention due to the conflict of interest.

11.2 Roll call votes

The names and votes of commissioners shall be recorded on board actions to adopt final measures such as ordinances, resolutions, appointment or election of officers, etc. The election of the board chairperson may be by secret ballot with the approval of a majority of commissioners present. Upon the demand of one fifth of the commissioners, a roll call vote shall be taken on other motions and actions.

11.3 Voting viva voce

When in the judgment of the chairperson, the board of commissioners will cast a unanimous vote on the question on the floor, the chairperson may put the questions to the members by stating: "Without objection, the chair will direct the clerk to enter a unanimous affirmative (or negative) vote on the question. Is there objection? Hearing none, the clerk is directed to enter a unanimous affirmative (or negative) vote on the question." At this point, the clerk shall enter an affirmative (or negative) vote for each of the members present.

If any member objects, he or she should do so aloud. Whereupon, the chairperson shall direct the clerk to call the roll.

11.3 Votes Required

Procedural and other questions arising at a meeting of the commissioners, except for those decisions required by statute to have a higher majority, shall be decided by a majority of the members present. A majority of the members elected and serving shall be required for final passage or adoption of a measure, resolution, or the allowance of a claim.

12. PARLIAMENTARY AUTHORITY

Robert's Rules of Order (Newly Revised) shall govern all questions of procedure not otherwise provided by these rules or by state or federal law. The legal counsel to the board or other person so designated by the board shall serve as the board's parliamentarian and shall advise the presiding officer regarding rules of procedure.

13. INTRODUCTION AND ADOPTION OF ADMINISTRATIVE RESOLUTIONS

13.1 Definition

Any action regarding the operation or administration of a department of the county government or containing policies of the board of commissioners applicable to one or more departments of the county, and not adopted as an ordinance, shall be declared administrative policy.

13.2 Introduction

Any commissioner may introduce an administrative resolution at any regular or special meeting of the board of commissioners in the regular order of business.

13.3 Order for Consideration

The regular order for consideration of proposed administrative resolutions shall be:

13.3.1 Introduction, first reading by title, and reference to the appropriate committee, as determined by the board chairperson.

13.3.2 Report by the committee considering the proposal and placement on the agenda under new business—adoption of resolutions.

13.3.3 Full Board discussion and vote. Each member shall be given opportunity to discuss the resolution and offer such amendments as she or he shall consider appropriate.

Amendments shall be made in the following forms:

“ I move to amend by striking the following (sections or words).”

“ I move to amend by striking the following (sections and words) and inserting the following (sections or words.)”

“ I move to amend by inserting the following (lines or words) after (describe the location).

“ I move to amend by adding the following (lines or words) after (describe the location).

Before calling for a vote on the proposed amendment, the chairperson shall direct the

clerk to read the proposed amendment and to state how the section or sentence will read if the amendment is approved. Thereafter, the chairperson shall call the question on the amendment.

13.3.4 Form

Each administrative resolution shall conform to the form required for introduction and adoption.

13.5 Committee Review

The chairperson of the board of commissioners shall refer all proposed administrative resolutions to an appropriate committee of the board. The committee shall review the proposal and invite effected departments of the county to comment and offer explanations. The committee, in its report, shall include a summary of the comments and objections to the resolution. Any administrative resolution reported without recommendation shall automatically lie on the table until ordered removed by the board.

13.6 Adoption

The board of commissioners may adopt the committee recommendation or refer the report to the committee of the whole where further consideration can be given. On the final adoption of a proposed amendment, the vote shall be taken by a record roll call or in accordance with Rule 11.3. A majority of the commissioners elected and serving shall be required for adoption, unless a statute requires a larger number of votes to adopt the policy.

13.7 Notification

Upon the final adoption of an administrative resolution, the board secretary shall notify each county department head of the board action. Such notification shall be by title or summary. The board secretary shall make available a copy of the full administrative resolution.

13.8 Record of Administrative Resolutions

The clerk shall keep a copy of each administrative resolution of the board in a separate file or book with appropriate subcategories according to subjects covered. The record of each administrative resolution shall provide the date of adoption, the record vote of each commissioner, and any amendments thereto adopted by the board.

14. Rules of Procedure

These rules of procedure shall be interpreted and applied consistent with state law. In the event of conflict, state law shall govern.

ALPENA COUNTY FEE SCHEDULE 2016

COUNTY WIDE FEES	
Email Request (plus cost of documents)	\$5.00
Fax Charge (plus cost of documents)	\$5.00
Non-Sufficient Checks	\$25.00
FOIA requests (handled by Comm. Office)	As set by law
AIRPORT	
Landing Fee per 1,00 lbs of Max TO weight	\$2.00
Ground Support Utility Fee -per landing	\$2.00
Terminal Poster Advertising-per month	\$25.00
Phone Board Advertising-per month	\$45.00
Internet Usage reimbursement-per month	\$30.00
Fuel Flowage fee - 100LL	.04 per gallon
Fuel Flowage Fee - JetA	.05 per gallon
Terminal Office Space -per month	\$1.00 per sq. ft.
Terminal Counter Space- per month	\$1.25 per sq. ft.
Terminal Common Use Space	% of exclusive space to Total terminal
Vending Machines	10% of Gross Monthly Revenue
Access Cards (Initial card)	\$40.00
Access Card (replacement)	\$25.00
Land Lease (private hangar construction)	.15 per sq ft. per year
Commercial Operator Fee - per year	\$250.00

EROSION CONTROL

See attached sheet

EQUALIZATION

Plat Books (checks payable to MSU Ex.) We do not ship plat books. For shipping contact MSU Extension: 989-354-9870	\$25.00
Fax & Email Charge plus the cost of attachments with appropriate fees	\$5.00
Print outs (per page)	\$2.00
New Address Assignment	\$25.00
Research (per hour)	\$25.00
GIS Map - 8.5" x 11" B&W Line work	\$3.00
GIS Map 8.5"x11" B&W Aerial Photo	\$3.00
GIS Map 8.5"x11" B&W Aerial w/ Line work	\$6.00
GIS Map - 11" x 17" B&W Line work	\$6.00
GIS Map - 11" x 17" B&W Aerial Photo	\$6.00
GIS Map - 11" x 17" B&W Aerial w/Line work	\$10.00
GIS Map - 24" x 36" (roll) Color Line work	\$15.00
GIS Map - 24" x 36" (roll) Color Aerial Photo	\$20.00
GIS Map - 24" x 36" (roll) Color Aerial w/ Line work	\$35.00
GIS Map 42" X 42" (roll) Color Line work	\$20.00
GIS Map 42" X 42" (roll) Color Aerial Photo	\$35.00
GIS Map 42" X 42" (roll) Color Aerial w/Line work	\$50.00

Digital GIS County Aerial"	\$1500.00
Digital county Line Work	\$3,000.00
Digital County Line work with Aerial	\$4,500.00
Electronic Assessment Data (County)	\$1000.00
Electronic Assessment data (per Township/City)	\$350.00
COUNTY CLERK	
Adoption Investigation Fee	\$100.00
After hours/weekend call in (marriage lic/birth certificates)	\$75.00
Affidavit of Parentage (typing)	\$10.00
Autopsy Report	\$100.00
Certified copies court records	\$10.00 & \$2.00/pg
Certified copies of Vital Records	\$15.00/\$5.00
Comp. Generated Reports. Per pg.:	\$3.00
Construction Lien Certificate/Search	\$20.00
DBA Address Change	\$5.00
Court forms/Divorce Packet	\$50.00
Faxing Fee	\$5.00
Jurant Fee	\$10.00
Laminating Fee	\$3.00
Legal Forms (blank) per page:	\$2.00
Marriage wait-time Waiver Fee	\$40.00
Monitoring Fee For Record Review	\$5.00/hr-min. 1 hr
Notary Fee - (per document)	\$5.00

CCW Photos	\$10.00
Passport Pictures	\$15.00
Performing a Marriage	\$25.00
Photo ID Card- Non-Veteran	\$10.00
Record Copies	\$2.00
Record Retrieval Fee	\$5.00
Record Search per name	\$15.00/\$5.00 AKA
Replacement of CCW	\$10.00
Verification vital record	\$10.00
Voter list on disk - whole county:	\$50.00
Voter list on disk - per precinct:	\$10.00
Voter list printed on paper	\$1.00 per page
Voter Labels (you provide)	\$1.00 per page
After hours assistance/weekends	\$75.00

INFORMATION TECHNOLOGY	
Video Conference- set up	\$50.00
First hour	\$50.00
Second hour (billed in 15 minute increments)	\$50.00
PLAZA POOL	
Please see attached documents regards: fees	
REGISTER OF DEEDS	
Tract Rental Fee	\$50.00 per hour
Tract Rental Fee	\$25.00 per hour
SHERIFF	
Booking	\$12.00
Civil Process	\$21.00 Plus Mileage
Evictions	\$35.00 Plus Mileage
Executions	\$35.00 Plus Mileage
Fingerprints	\$25.00
Warrant Fees	\$10.00
Sex Offender Registration	\$50.00
Salvage Vehicle Inspections	\$100.00
Livescan Fingerprinting	\$75.00

FAIRGROUNDS

Copies of Documents	\$3.00 & \$1.00/pg.
Copies of Scaled Maps	\$50.00 for 8 1/2x11 & 11x14
Copies of Scaled Maps	\$100 larger than 11x14
Work Release	\$30.00 Daily
General Housing	\$50.00 Daily
Photographs	\$3.00 each

FAIRGROUNDS

Please see attached documents regarding fees

Treasurer

See attached sheet regarding Pet License rates



Senior 30 days \$25.00

Lap and Exercise Per Visit:

22 years & under \$4.00
 Adult \$8.00
 Senior (60 and over) \$5.00

Private Pool Rental:

\$75.00 an Hour
 Prime Time \$120.00 an Hour
 *Additional staff: \$18.00

Swim Lessons:

Pass Holder \$30.00
 Non-Pass Holder \$50.00
 Infant/Toddler \$25.00

Private Lessons(30 Minutes):

Pass Holder \$12.00
 Non-Pass Holder \$16.00

Sunday Dollar Daze Open Swim:

Every person \$1.00 each

Friday Family Night Open Swim:

Child \$2.00
 Adult \$4.00
 Family \$10.00
 Senior (60 and over) \$3.00

Saturday Fun Run Open Swim:

Child \$4.00
 Adult \$8.00
 Family \$15.00
 Senior (60 and over) \$5.00

Birthday Partys

\$40.00 plus the open swim charge

Membership	Monthly <i>one year</i>		Membership	
	<i>payments</i>	3 Month	6 Month	12 Month
22 yrs & under	(\$15.00 a month)	\$70.00	\$110.00	\$170.00
Adult	(\$26.00 a month)	\$105.00	\$185.00	\$310.00
Senior(60 and over)	(\$20.00 a month)	\$95.00	\$155.00	\$240.00
Family(all in one house 5 max)	(42.00 a month)	\$175.00	\$275.00	\$500.00
Couple	(\$36.00 a month)	\$150.00	\$250.00	\$425.00

*Memberships are not credited for holidays, weather, sick time, travel, maintenance closures etc.

*3 month and 6 month memberships are paid up front
 12 month memberships can make monthly payments

Punch Cards (10 Visits)

22yrs & under \$35.00
 Adult \$50.00
 Senior (60 and over) Water Walking \$20.00
 Senior (60 and over) Lap swim \$20.00
 Senior (60 and over) Exercise \$30.00

Military Discount:1/2 off

**excludes rentals,cant combine discounts

Veteran and Spouse: 1/2 off

**excludes rentals,cant combine discounts

*Visitor passes are available for purchase by passholders only at \$10.00 a week(people visiting only!)

*All purchases are non-refundable *

FAIRGROUNDS RENTAL LEASE FEES

1. Merchant's Building

FAMILY REUNIONS/WEDDINGS/PICNIC/PARTIES

\$350 (\$300 per day and \$50 for use of the kitchen)

COMMERCIAL USE (any person/organization using the grounds for a fundraiser or to make money)-\$400 per day (\$350 per day and \$50 for use of the kitchen)

\$100 for each set-up and clean-up day

Usage of the Merchants' Building will require a security deposit of fifty dollars (\$50) for non-commercial events and a one hundred and fifty dollars (\$150) deposit from commercial events.

2. Trailer Parking – Campsites

1-60 campsites - \$20 per site

Weekly campsite - \$110 per site per week

Monthly campsite - \$400 per site per month

(The above fee schedule applies for groups that may rent the fairgrounds). Permit for additional campsites and meet all requirements of the permit. All camping caravans of 50 or more may use the Merchants' Building if available for \$50 per day.

Dump station fees - \$3

3. Grandstand/Racetrack Area

\$250 per day NONPROFIT (any person/organization not charging admittance to the grounds)

\$500 per day COMMERCIAL (any person/organization using the grounds for a

fundraiser/or to make money) Set-up \$100 per day

Clean-up deposit of \$500 for this area

Lower level of the grandstand - \$50 per day

4 & 5. Baseball Fields – No charge for use of the fields during daytime hours. No lights are available.

6. Arena – \$60 per day + \$50 deposit (\$110)

- Draft Horse Barn not available
- Horse Barn with Stalls – \$60 per day + \$50 deposit (\$110)
- Cattle Barn (Between May 1st and August 10th)
 - \$60 per day + \$50 deposit (\$110)
- Swine Barn (Between May 1st and August 10th)
 - \$60 per day + \$50 deposit (\$110)
- Sheep Barn (Between May 1st and August 10th)
 - \$60 per day + \$50 deposit (\$110)
- Poultry Barn not available

7. Winter/Outdoor Storage – Minimum Winter Storage Rate - \$50 to offset cost of handling paperwork and getting units in & out of storage.

Monthly Storage Rate - \$20 per month unoccupied with an additional rate equal to regular camping fees, if occupied.

8. Park not available but campsites are available.

NOTE: NO REFUNDS WILL BE ISSUED. NO DATES WILL BE RESERVED WITHOUT FULL PAYMENT.

Alpena County

Erosion Control Permit Fee Schedule

Transportation Facilities

To include but not limited to: streets, highways, roadways - public/private, trails and paths.

	<u>Plan Review</u>	<u>Permit Fee</u>	<u>Total</u>
Up to ½ mile	\$42.80	\$101.65	\$144.45
Disturbance of ½ mile	\$42.80	\$133.75	\$176.55
Each additional ½ mile or fraction thereof	\$21.40	\$ 32.10	\$ 53.50

Industrial/Commercial Development

Up to one acre	\$80.25	\$101.65	\$181.90
Disturbance of one acre	\$80.25	\$133.75	\$214.00
Each additional acre or fraction thereof	\$40.66	\$ 32.10	\$ 72.76

Commercial projects, greater than five acres, require sealed, engineered site plans with runoff calculations, and either a signed letter of acknowledgment or a letter of credit. If the inspector feels that it is necessary to have a professional engineer review the plans submitted to the County, all review costs will be paid for by the developer.

Utility and Corridor Development

To include but not limited to: underground cables, above ground major transmission cables, water mains and sewers

0-3 feet wide disturbance	\$ 0.01	\$ 0.01	\$ 0.02
4-10 feet wide disturbance	\$ 0.02	\$ 0.02	\$ 0.04
>10 feet wide disturbance	\$ 0.04	\$ 0.04	\$ 0.08

Gravel and Sand Pit Excavation

To include any open pit greater than one acre in size, active or inactive. Generally a five year permit may differ if a signed agreement is made with the agent in advance.

Sand/Gravel Pit	\$133.75	\$37.45 x 5	\$321.00
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Waterway Impoundment Construction or Improvements

To include but not limited to: ponds, seawalls, rip rap, etc.

Up to one acre	\$ 42.80	\$101.65	\$144.45
Disturbance of one acre	\$ 42.80	\$133.75	\$176.55
Additional acre or fraction thereof	\$ 21.40	\$ 32.10	\$ 53.50

Septic Systems

To include septic system installation, replacement or repair not associated with other earth change activities.

Septic System	\$ 10.70	\$ 16.05	\$ 26.75
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Residential Construction and Miscellaneous Earth Changes

To include all single family dwellings, additions, barns, garages and subjects not covered by or within the above categories.

Up to one acre	\$ 26.75	\$ 53.50	\$ 80.25
Disturbance of one acre	\$ 26.75	\$ 80.25	\$107.00
Each additional acre or fraction thereof	\$ 13.91	\$ 32.10	\$ 46.01

* Additional Site Inspections for any permit, beyond three, will be charged at a rate of \$26.75 per visit and will be billed to the landowner at the expiration of the permit.

Price Increases
Effective 1-1-16
(9 months)



Senior 30 days \$30.00

Sunday Family Open Swim
Every person \$2.00 each

Lap and Exercise Per Visit:
22 years & under \$5.00
Adult \$9.00
Senior (60 and over) \$9.00

Sunday Fun Run Open Swim:
Every person \$3.00 each

Private Pool Rental:
\$85.00 an Hour
Prime Time \$130.00 an Hour
*Additional staff: \$20.00

Friday Family Night Fun Run Open Swim:
Child \$3.00
Adult \$5.00
Family \$9.00
Senior (60 and over) \$5.00

Swim Lessons:
Pass Holder \$35.00
Non-Pass Holder \$60.00
Infant/Toddler \$30.00

Saturday Fun Run Open Swim:
Child \$3.00
Adult \$5.00
Family \$9.00
Senior (60 and over) \$5.00

Private Lessons(30 Minutes):
Pass Holder \$15.00
Non-Pass Holder \$20.00

Birthday Partys
\$45.00 plus the open swim charge

Membership	Monthly 9 month		Membership	
	payments ONLY!	3 Month	6 Month	9 Month
22 yrs & under	(\$22.00 a month)	\$85.00	\$135.00	\$155.00
Adult	(\$36.00 a month)	\$130.00	\$225.00	\$300.00
Senior(60 and over)	(\$30.00 a month)	\$120.00	\$170.00	\$225.00
Family(all in one house 5 max)	(60.00 a month)	\$200.00	\$330.00	\$500.00
Couple	(\$54.00 a month)	\$180.00	\$300.00	\$450.00

***Memberships are not credited for holidays, weather, sick time, travel, maintenance closures etc.**

*3 month and 6 month memberships are paid up front
12 month memberships can make monthly payments

Punch Cards (10 Visits)
22yrs & under \$42.00
Adult \$60.00
Senior (60 and over) \$30.00

Active Militar Person only 1/2 off
**excludes rentals,cant combine discounts
Veteran only 1/2 off
**excludes rentals,cant combine discounts

*Visitor passes are available for purchase by passholders only at \$15.00 a week(people visiting only!)
***All purchases are non-refundable ***

ALPENA COUNTY TREASURER'S OFFICE
 (989)354-9534
 Pet License Rates for 2016

December 1, 2015 - February 29, 2016	After March 1, 2016
Male or Female \$16.50	Male or Female \$33.00
Unsexed \$10.50	Unsexed \$21.00
You must have rabies tag with you and Expiration Date of rabies vaccination	You must have rabies tag with you and Expiration Date of rabies vaccination
Kennel License before February 29, 2016: \$10.00 for 10 or Less \$25.00 for more than 10	After March 1, 2016: \$20.00 for 10 or Less \$50.00 for more than 10

Kennel Inspection Fee: \$0.00

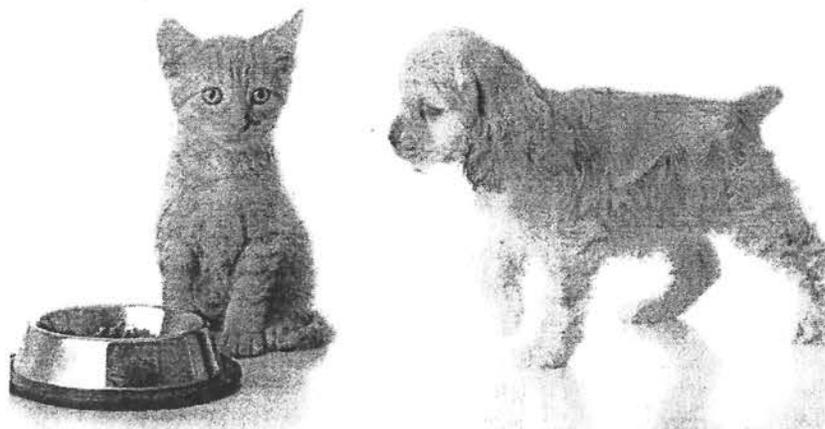
Days given to be in compliance with laws: 14 days

ANIMAL SHELTER AND IMPOUNDMENT

- First Offense: \$20.00 for the first day and \$6.00 for each day after.
- Second Offence: \$30.00 for the first day and \$7.00 for each day after, plus citation.
- Third Offense: \$40.00 for the first day and \$8.00 for each day after, plus citation.

HURON HUMANE SOCIETY IS CONTRACTED
 WITH THE COUNTY AS ANIMAL CONTROL

Amount due for Pet License for one per, hereafter described, which upon compliance with the dog law of 1919 and all Amendments thereto, you are authorized to keep without further payment, until this license expires. State law requires all pets 4 months old or over to have a license.



A

OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
January 26, 2016
1:00 p.m.

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on January 26, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by prayer by Pastor Jack Williams, Chaplain for the Sheriff's Department.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. ABSENT: None.

AGENDA

Moved by Commissioner VanWormer and supported by Nerkowski to approve the agenda. Motion carried.

PUBLIC COMMENT

Mark Hunter, Alpena resident, commented on Alpena Regional Medical Center (ARMC).

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session - December 22, 2015
Organizational- January 4, 2016**
- B) **Personnel Committee - January 12, 2016**

ACTION ITEM #PM-1: The Committee recommends we do not make adjustments in PTO backwards for current PTO issues but approve the PTO

policy with the amendment of PTO adjustments (over or under) will go back up to three months.

C) **Insurance Committee - January 12, 2016**

ACTION ITEM #IC-1: The Committee recommends we authorize the Chairman of the Board to accept and sign the 2016 Terrorism insurance coverage for the County. (\$319.00 Casualty Terrorism coverage \$815.00 Property Terrorism coverage).

D) **Airport Committee - January 13, 2016**

E) **Finance/Building Maintenance and Recreation Committee - January 20, 2016**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$172,497.29	\$172,497.29
Per Diems & Mileage	\$ 2,536.95	\$ 2,536.95

ACTION ITEM #FM-1: The Committee recommends we authorize the County Treasurer to transfer \$150,000 from the General Fund into the Child Care Blended Fund for the Child Care Budget appropriation.

ACTION ITEM #FM-2: The Committee recommends we approve the 911 Motorola Radio Maintenance Contract renewal in the amount of \$27,395.28, with funds out of line item #211-325-955.003, (Term 2-1-16/1-31-17) and authorize the Chairman of the Board to sign it.

ACTION ITEM #FM-3: The Committee recommends we approve the 2016 Fairboard Non-Exclusive Property Use and Access Agreement, which includes the non-profit accountability standards for Alpena County and the 2016 agreement, and authorize the Chairman of the Board to sign it.

ACTION ITEM #FM-4: The Committee recommends we authorize the Sheriff's Office to explore and accept bids for the purchase of a used full size pickup or SUV for patrols in regards to the Base

Security Contract. Funds for this vehicle would be taken out of line item #205-302-077.002.

ACTION ITEM #FM-5: The Committee recommends we authorize the Sheriff's Office to decommission and accepts bids for the sale of 2005 Chevy Silverado pick up, currently being used by Base Security. A minimum bid will be set for this sale.

ACTION ITEM #FM-6: The Committee recommends we authorize the Sheriff's Office to decommission the 2006 Dodge Durango. This vehicle was purchased out of the Ryan Seguin Memorial Fund and the county would not receive any money from the sale of this vehicle, as the vehicle was originally bought through the Ryan Seguin Memorial Fund. This vehicle is used by investigator Phil Seguin. We authorize the Chairman of the Board to sign the title to the 2006 Dodge Durango passenger SUV and return it to the Ryan Seguin Memorial Fund.

ACTION ITEM #FM-7: The Committee recommends we authorize the Sheriff's Office to put out an RFP (Request for Bids) for inmate food service.

ACTION ITEM #FM-8: The Committee recommends we authorize two Sheriff's Department Corrections Officers to attend the Corrections Academy from April. 11, 2016-May 6, 2016 and pay travel and hotel expenses out of the corrections training fund line item #264-362-701.001. (Expenses are approximately \$1,087.80)

ACTION ITEM #FM-9: The Committee recommends we authorize the Sheriff's office to purchase a 2016 Polaris 600 Indy Voyager snowmobile in the amount of \$9,275.00, out of line item #101-306-977.002 from Bader Bros. They have agreed to accept a trade for the 1998 Arctic Cat at a value of \$700.00, which will be deducted from the price of the new snowmobile. This purchase is through a State DNR Safety program grant which has a 15% match and has been budgeted for.

ACTION ITEM #FM-10: The Committee recommends we authorize the Sheriff's Office to apply for the 2016 DNR Marine Safety Grant in the

amount of \$7,205.00 to help fulfill the states statutory requirements.

ACTION ITEM #FM-11: The Committee recommends we authorize the County Clerk to apply for Michigan Counties Workers' Compensation Fund 2016 Loss Prevention Grant in the amount of \$3,150.00, with no County match to pay for relocating a lektriever.

ACTION ITEM #FM-12: The Committee recommends we approve three individual Professional Service Agreements between the Alpena County Board of Commissioners and Fabis Land Surveying, LLC, Huron Engineering & Surveying, Inc. and Lewis & Lewis Professional Surveying in accordance with the State Survey and Remonumentation Act as presented and authorize the Chairman of the Board to sign them as presented.

ACTION ITEM #FM-13: The Committee recommends we approve the Alpena County Equalization Department's (GIS) Geographic Information System Services contract with NEMCOG in the amount of \$600.00, out of line item #101-225-801.001 (NEMCOG maintenance agreement)-(term 1-1-16/1-1-17 with an annual renewal)

ACTION ITEM #FM-14: The Committee recommends we approve the Fourth Quarter Budget Adjustments for 2015 as presented.

ACTION ITEM #FM-15: The Committee recommends we approve the Resolution #16-02 Waive Collection Fees/Senior Citizens as presented.

ACTION ITEM #FM-16: The Committee recommends we accept the proposal for software and services from BS&A Software for County Tax.NET & Delinquent Tax.NET as presented November 16, 2015. This proposal will provide BS&A Tax.NET software for seven townships and the County. It will also provide BS&A Delinquent Tax.NET for the County Treasurer's Office. The purchase of this software has been approved in the 2016 budgets, the DTRF will provide the funds to cover the expense to the General Fund line item #101-958-728 Software purchases. Grand total with travel expenses

\$92,875.00.

ACTION ITEM #FM-17: The Committee recommends we accept the proposal for software and services from BS&A Software for Animal Licensing.NET as presented November 16, 2015. The new software will be implemented and paid for in September from expense to the line item #101-958-728 Software Purchases. The purchase of this software has been approved in the 2016 budget. Grand total with travel expenses \$5,940.00.

Moved by Commissioner VanWormer and supported by Commissioner McDonald to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

FORFEITURE OF ANIMALS TO HURON HUMANE SOCIETY

Chairman Habermehl presented POLL #1:Forfeiture of Animals to Huron Humane Society.

ACTION ITEM #1: Recommendation that the County of Alpena approves releasing animals in reference to the property referred to as those animals involved in the Alpena County Circuit Court regarding In Re: Forfeiture Of Animals, Deborah Lewandowski Case Number 15-006923CF to Huron Humane Society for purposes of finalizing adoptions in lieu of any prior costs incurred by adopting families to date ie: feed, veterinarians services, and care). Huron Humane Society agrees to waive their adoption fees also.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

FEE SCHEDULE REVISION

Ted Somers, Equalization Department Senior Appraiser, presented a 2016 Fee Schedule Revision from the Finance Committee January 20, 2016.

ACTION ITEM : Recommendation to approve the revised 2016 fee schedule in regards to Equalization as follows:

Change: Electronic Assessment Data (per Township/City) from \$350.00 back to \$150.00 as it was in 2015.

Add: Digital (Township/City) Line work (Shape Files) \$350.00

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

RYAN SEGUIN MEMORIAL FUND VEHICLE LEASE AGREEMENT

Russ Rhynard, Chief Assistant Prosecuting Attorney, presented a Ryan Seguin Memorial Fund Vehicle Lease agreement from the Finance Committee January 20, 2016.

ACTION ITEM : Recommendation to approve the Chevy Tahoe Vehicle Lease Agreement for Investigator Phil Seguin with the Ryan Seguin Memorial Fund and which will be titled to the Ryan Seguin Memorial Fund.

Moved by Commissioner Kowalski and supported by Commissioner Nerkowski to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

PROCLAMATION #16-03 APRIL 2016 IS SOCIAL HOST RESPONSIBILITY MONTH

Sheriff Steven Kieliszewski, presented Proclamation #16-03 April 2016 is Social Host Responsibility Month.

ACTION ITEM: Recommendation to approve Proclamation #16-03 April 2016 is Social Host Responsibility Month.

Moved by Commissioner Hess and supported by Commissioner Lawson to approve

the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

2016 ALPENA REGIONAL MEDICAL CENTER LIAISON CHAIRMAN APPOINTMENT

Chairman Cameron Habermehl appointed the 2016 Alpena Regional Medical Center liaisons, with the following Commissioners serving as liaisons: Commissioner Lawson and Commissioner Nerkowski.

Moved by Commissioner McDonald and supported by Commissioner Kowalski to concur with the Chairman's appointment. Motion carried.

CLOSED SESSION

Moved by Commissioner Kowalski and supported by Commissioner Adrian to go into closed session for the purpose of union negotiations. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

The meeting was closed at 1:15 p.m. and was reopened at 1:43 p.m. Roll call was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl.

TPOAM CONTRACT

Moved by Commissioner Lawson and supported by Commissioner Kowalski to ratify the TPOAM contract and that it be valid upon signing by both parties. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

PUBLIC COMMENT

None

Moved by Commissioner VanWormer and supported by Commissioner Hess to adjourn. Motion carried. Meeting adjourned at 1:45 p.m.

Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Special Meeting of January 27, 2016

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The Alpena County Board of Commissioners met at the Granum Theatre, Alpena Community College The meeting was called to order at 11:30 am.

ROLL CALL

Roll was called the following Commissioners present; Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl.

Motion to go into closed session – Attorney Client Privilege Opinion made by Commissioner Nerkowski seconded by Commissioner Hess. Roll call: Ayes Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. Nays: none. Motion carried.

11:34 am closed session- Commissioners adjourned to a classroom for discussion with attorney John Axe.

1: 00 pm in Open Session in the Granum Theatre.

Roll was called the following Commissioners present; Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl.

The Alpena County Board of Commissioners met with representatives from Alpena Regional Hospital and Mid-Michigan Health.

Chairman Habermehl stated the meeting with general comments and procedures that will be followed.

INTRODUCTIONS

Hospital Representatives:
Eric Smith, ARMC Board Chair
Richard Bates, MD; VP of Medical Affairs
Greg Rogers, Exec. VP, Mid-Michigan Health
Diane Postler-Slatter- CEO of Mid-Michigan Health

Questions received by the County by Friday, January 22, 2016 at 4 pm were read by Tammy Bates, and answered by either a Hospital Representative or County Commissioner.

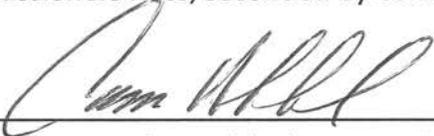
Questions from Commissioners to Mid-Michigan Health.

PUBLIC COMMENT

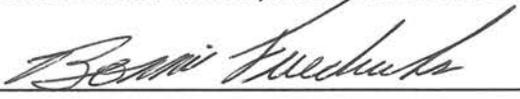
Brian Dort; Sandy Sabula; Brain Strong; Rob Golding; Mark Hunter; Shawn Richard; Hal Neiman; Marie Gilmet-Dully; Mike Mahler; and John Zawacki.

Motion by Commissioner Kowalski and seconded by Commissioner Nerkowski to approve a "Resolution approving proposed legislation to permit the Alpena Regional Medical Center to become affiliated with Mid-Michigan Health". Roll Call Ayes: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. Nays: none. Motion carried.

Motion to adjourn at 2:52 pm made by Commissioners Hess, seconded by Commissioner Kowalski. Motion carried.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

COUNTY OF ALPENA

At a special meeting of the Board of Commissioners of the County of Alpena, Michigan, held on January 27, 2016, at 11:30 a.m., Eastern Standard Time, at the Granum Theatre at Alpena Community College, Alpena, Michigan there were:

PRESENT: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl

ABSENT: None

The following preambles and resolution were offered by Commissioner Kowalski and seconded by Commissioner Nerkowski:

**RESOLUTION APPROVING PROPOSED LEGISLATION TO PERMIT
THE ALPENA REGIONAL MEDICAL CENTER TO BECOME
AFFILIATED WITH MIDMICHIGAN HEALTH**

WHEREAS, in connection with its contemplated transaction between MidMichigan Health ("MidMichigan") and Alpena Regional Medical Center ("ARMC") (the "Proposed Transaction") the parties thereto have requested that the Alpena County Board of Commissioners adopt a resolution in support of Senate Bill No. 644 which is currently referred to the Committee on Health Policy in the Michigan State Senate;

WHEREAS, the Proposed Transaction requires a number of different steps before it can be effective and

WHEREAS, one of those steps requires that an amendment to the Municipal Health Facilities Corporations Act, Act 230 of the Public Act of Michigan of 1987, as amended ("Act 230") be approved by the Michigan Legislature and signed into law before such effective date and

WHEREAS, Senate Bill No. 644 (a copy of which is attached hereto) contains the necessary amendment to Act 230 which will permit the transaction to proceed once it is approved; and

WHEREAS, if the amendment is adopted the transaction will have to be approved by a majority vote of the Alpena County Board of Commissioners and

WHEREAS, counsel retained by the Alpena County Board of Commissioners has reviewed the provisions of Senate Bill No. 644 and has recommended that the Board of Commissioners approve this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE ALPENA COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

1. The Alpena County Board of Commissioners hereby recommends to the Michigan State Senate that Senate Bill No. 644 be approved and enacted into law.
2. The Alpena County Clerk is instructed to forward a copy of this resolution to both Senator Jim Staimas and to the Clerk of the Committee on Health Policy in the Michigan State Senate as well as to ARMC and MidMichigan.
3. All resolutions and parts of resolutions inconsistent with the foregoing are rescinded.

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STATE OF MICHIGAN)
)ss.
COUNTY OF ALPENA)

The undersigned, being the duly qualified and acting Clerk of the County of Alpena, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the County of Alpena Board of Commissioners at its special meeting held on January 27, 2016, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.



Clerk, County of Alpena
Bonnie Friedrichs

DATED: January 27, 2016

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OFFICIAL PROCEEDINGS

OF THE

ALPENA COUNTY BOARD OF COMMISSIONERS INTERGOVERNMENTAL MEETING

February 4, 2016 7:00 p.m.

The Alpena County Board of Commissioners met in joint session with the City of Alpena and all Townships at the Apex, Alpena MI. The meeting was called to order at 7:00 p.m. The Pledge of Allegiance was recited.

ROLL CALL

Roll was called the following Commissioners present; Adrian, Hess, VanWormer, McDonald, Lawson, and Habermehl. Commissioners Kowalski and Nerkowski excused.

PUBLIC COMMENT

Paul Wolne environmental issues. Larry Clark –Alpena Pride; and Tom Casperson-candidate for 1st Congressional District.

Governmental Entity Reports

Matt Waligora- Mayor for the City gave an update on city projects

Cameron Habermehl – Chairman of the Board gave an update on County issues.

Townships reports were given by Howard Lumsden-Long Rapids Supervisor; Ken Lobert-Ossineke Twp. Supervisor; Ken Gauthier-Sanborn Twp. Supervisor William Domke-Wilson Twp. Supervisor and Tammy Bates-Green Twp. Trustee.

Priority Topic Discussion

Mary Beth Stutzman, Alpena Convention and Visitor's Bureau gave a presentation and power point on Alpena, Sanctuary of the Great Lakes.

Priority Topic Discussion and Action Propositions

Mary Beth Stutzman, Alpena Convention and Visitor's Bureau continued with ideas and thoughts on branding Alpena, Sanctuary of the Great Lakes. This discussion will continue at the next meeting in June. Each entity was asked to give some thought to branding and bring back 5 ideas for the June meeting.

Next meeting will be June 2, 2016 at 7:00 p.m. hosted by Wellington Township or Wilson Township.

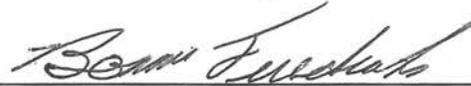
Intergovernmental Meeting adjourned. Alpena County Commissioners remained in session.

Motion to approve the USDA Rural Development Housing Preservation Grant and Resolution #16-04; and to authorize the Chairman of the Board to sign all pertaining documents upon attorney approval. Motion by Commissioner Adrian, supported by Commissioner Hess. Roll Call Ayes Adrian, Hess, VanWormer, McDonald, Lawson, and Habermehl. Commissioners Kowalski and Nerkowski excused.

Motion to adjourn at 9:01 pm made by Commissioner VanWormer, seconded by Commissioner Hess.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
February 23, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on February 23, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by prayer by Pastor Rich George from the Free Methodist Church.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. ABSENT: None.

AGENDA

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to approve the agenda with the addition of County Treasurer Kim Ludlow for BS&A proposals and Personnel Chairman Eric Lawson for personnel issues. Motion carried.

PUBLIC COMMENT

Persons commenting re: Alpena Regional Medical Center (ARMC) and MidMichigan were: Angie Skiba, Sandy Skaluba, Ann Karch, John Zawacki, and Mark Hunter.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
 - Regular Session - January 26, 2016
 - Special Session - January 27, 2016
 - Intergovernmental Council full board- February 4, 2016

B) **Personnel Committee** - February 2, 2016
February 9, 2016

ACTION ITEM #PM-1: The Committee recommends that we approve the Letter of Understanding with the Alpena County Special Deputies Association regarding Pass & ID/Administrative Assistant position pending attorney review and subject to receiving and attaching the letter from the State.
(not approved on the consent calendar)

ACTION ITEM #PM-2: The Committee recommends we approve the proposal from Preston Community Services, LLC for Equalization Services.
(not approved on the consent calendar)

C) **IT Committee** - February 3, 2016

D) **Airport Committee** - February 10, 2016

ACTION ITEM #AC-1: The Committee recommends we approve the three year renewal of the Weather Systems Information Pilot Brief System and that the Chairman of the Board sign the contracts and resolutions, and any other pertinent paperwork.

ACTION ITEM #AC-2: The Committee recommends we increase the renewing lease rates by 3% annually instead of tying the increases to the Consumer Price Index.

ACTION ITEM #AC-3: The Committee recommends we increase the land lease rates by \$0.01 per square foot biennially (once every 2 years) to renewing tenant leases.

E) **Finance/Building Maintenance and Recreation Committee** - February 17, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$159,994.41	\$159,994.41
Per Diems & Mileage	\$ 2,979.11	\$ 2,979.11

ACTION ITEM #FM-1: The Committee recommends we give approval for the Plaza Pool to remain open for 12 months out of the year, (instead of 9 months) due to the success from the FOPP-Friends of the Plaza Pool in raising funds to support operation during (July, August and September).

ACTION ITEM #FM-2: The Committee recommends we authorize the County Treasurer to carry over funds from 2015 and add the remaining balance to the respective line item numbers in the 2016 budget to pay invoices for remaining work to be done on both projects.

911 VIPER System	211-325-970.001	\$56,804.76
CAD System	211-325-970.002	\$45,796.00

ACTION ITEM #FM-3: The Committee recommends we approve an addition to a current lease with Miller Office by adding an all in one copy machine for the Sheriff's office at \$197.10 per month, for 29 months with funds out of line item # 101-301-727.

ACTION ITEM #FM-4: The Committee recommends we authorize the Undersheriff to purchase a 2010 GMC truck from the local GMC dealership, for base security, in the amount of \$16,803.46, with funds out of line item #205-302-977.002 (vehicle purchase line item at the Base Security Division).

ACTION ITEM #FM-5: The Committee recommends we approve the agreement with AWC-American Widget Company for security camera maintenance for the County (1-1-16/12-31-16), as presented and authorize the Chairman of the Board to sign it upon attorney approval.
(not approved on the consent calendar)

ACTION ITEM #FM-6: The Committee recommends we authorize Mid-State Asbestos, at an approximate cost of \$3,500.00, out of line item #101-265-932 to clean files in the courthouse lower vaults to insure

that even after abatement the County has attempted to remove any other possible contaminants that may exist in these areas.

ACTION ITEM #FM-7: The Committee recommends we authorize training for four maintenance employees at \$400.00 each, for a total of \$1,600.00 to gain knowledge on what materials may be suspect and handle accordingly, funds will be transferred out of the contingency fund and into line item #101-265-732. Training would also be offered to members in the community and they would be responsible for the costs involved in the process.

ACTION ITEM #FM-8: The Committee recommends we authorize the County Treasurer to carry over \$12,783.00 to be included in the 2016 Fairgrounds expense budget line item #101-268-933, to pay the invoice from Bedrock for emergency replacement of water lines at the Fairgrounds in December of 2015.

ACTION ITEM #FM-9: The Committee recommends we approve the MGT County Cost Allocation contract extension for an additional two years, under the terms of the original agreement. Cost allocation plans will be completed for a fee not to exceed \$7,000.00 annually.

ACTION ITEM #FM-10: The Committee recommends we approve the Thunder Bay Transportation Authority's Amended Articles of Incorporation Resolution #16-06, as presented below and authorize the Chairman of the Board to sign.
(not approved on the consent calendar)

Article IX, Section 3 of the Articles of Incorporation of Thunder Bay Transportation Authority is amended by adding language to the end of the first sentence of Section 3:

Section 3.

Members of the BOARD must be at least eighteen (18) years of age and residents of THUNDER BAY service area, *with exception to those three (3) additional Board Members appointed by the Incorporating Board Members, which do not have to be residents of THUNDER BAY service area, if they are employed in the THUNDER BAY service area.* The service area shall be determined by

THUNDER BAY Board Directors pursuant to the requirements of 1986 PA 196 as amended being MCL 124.51.

ACTION ITEM #FM-11: The Committee recommends we grant an exception and accept a compilation report which is used to file the IRS form 990 instead of an annual financial audit for activities from the Northeast MI Center for Fine Arts (Art in the Loft) Ready, Set, Create-Youth & Recreation Fund Service Agreement, with regards to the Non-Profit Accountability Standards and the Youth & Recreation Fund Service Agreement for 2016.

F) Sealed Bid Opening

- 1) Sheriff's Department Vehicle Purchase for Base Security
- 2) IT Security Camera Maintenance

Moved by Commissioner Hess and supported by Commissioner Kowalski to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

**LETTER OF UNDERSTANDING WITH THE
ALPENA COUNTY SPECIAL DEPUTIES ASSOCIATION
REGARDING ADMINISTRATIVE ASSISTANT POSITION**

Personnel Committee - February 9, 2016

ACTION ITEM #PM-1: The Committee recommends that we approve the revised Letter of Understanding with the Alpena County Special Deputies Association regarding Pass & ID/Administrative Assistant position as recommended by our attorney and subject to receiving and attaching the letter from the State.

Moved by Commissioner Lawson supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

**PRESTON COMMUNITY SERVICES, LLC PROPOSAL
FOR EQUALIZATION SERVICES**

Personnel Committee - February 9, 2016

ACTION ITEM #PM-2: The Committee recommends we approve the proposal from Preston Community Services, LLC for Equalization Services.

Moved by Commissioner Lawson supported by Commissioner VanWormer to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson, and Habermehl. NAYS: McDonald. Motion carried.

**PRESTON COMMUNITY SERVICES, LLC CONTRACT
FOR EQUALIZATION SERVICES**

ACTION ITEM: The Committee recommends we approve the contract from Preston Community Services, LLC for Equalization Services (March 1st, 2016/April 1st, 2016 to January 1st, 2018).

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson, and Habermehl. NAYS: McDonald. Motion carried.

SECURITY CAMERA MAINTENANCE

Finance/Building Maintenance and Recreation Committee - February 17, 2016

ACTION ITEM #FM-5: The Committee recommends we approve the revised agreement with AWC-American Widget Company for security camera maintenance for the County (1-1-16/12-31-16), as presented and authorize the Chairman of the Board to sign it upon attorney approval.

Moved by Commissioner VanWormer and supported by Commissioner Lawson to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

THUNDER BAY TRANSPORTATION AUTHORITY'S AMENDED ARTICLES OF

INCORPORATION RESOLUTION

Finance/Building Maintenance and Recreation Committee - February 17, 2016
#FM-10

Commissioner Kowalski, TBTA County representative, explained that there is not enough support from other counties in Thunder Bay Transportation to amend TBTA's Articles of Incorporation, therefore no action is needed on this item.

FRIENDS OF THE PLAZA POOL PRESENTATION

Mark Kinney, President of the Friends of the Plaza Pool and other members of the FOPP, presented a check in the amount of \$20,000.00 to the County to keep the Plaza Pool open 12 months out of the year, after fund-raising efforts were successful.

MICHIGAN VETERANS AFFAIRS AGENCY NORTHERN MICHIGAN VETERANS COALITION

Steve Rollins, Northeast Regional Coordinator, Michigan Veterans Affairs Agency Northern Michigan Veterans Coalition (NMVC) presented the board with an update on services offered to veterans in the State of Michigan's Northeast Prosperity Region #3.

ARMC RESOLUTION ARTICLES OF INCORPORATION

Chairman Habermehl presented the resolution below. The resolution was red by County Clerk Bonnie Friedrichs.

COUNTY OF ALPENA

At a full board meeting of the Board of Commissioners of the County of Alpena, Michigan, held on February 23, 2016, at 1:00 p.m., Eastern Standard Time, at Howard Male Conference Room, located in the County Annex Building, Alpena, Michigan there were:

PRESENT: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson and Habermehl.

ABSENT: None

The following preambles and resolution were offered by Commissioner Nerkowski and seconded by Commissioner Hess. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson and Habermehl. NAYS: Commissioner McDonald. Motion carried.

RESOLUTION APPROVING SECOND AMENDED AND RESTATED ARTICLES OF INCORPORATION OF ALPENA REGIONAL MEDICAL CENTER TO PERMIT THE ALPENA REGIONAL MEDICAL CENTER TO BECOME

Alpena Regional Medical Center, which was formerly called "Alpena General Hospital," (the "Corporation") was created by Alpena County as a public hospital under Act. No. 350 of the Public Acts of 1913, MCL 331.151 *et seq.* The Corporation became subject to the Municipal Health Facilities Corporations Act, Act 230 of the Public Acts of 1987, MCL 331.1101 *et seq.*, (the "Act") after the Act's effective date and is now governed by the Act. These Second Amended and Restated Articles of Incorporation of the Corporation (1) are adopted by the Board of Commissioners of the County of Alpena (the "Board of Commissioners") under the Act; (2) supersede Amended and Restated Articles of Incorporation for the Corporation approved by the Board of Commissioners on April 28, 2009 in their entirety; and (3) shall be the articles of incorporation for the Corporation.

ARTICLE 1

The name of the Corporation is **Alpena Regional Medical Center**.

ARTICLE 2

The Corporation is organized for all the purposes for which a corporation may be organized under the Act, and especially:

- A. To operate a health care delivery system that provides a comprehensive spectrum of health care services to the citizens of Alpena County and neighboring regions;
- B. To provide mission and vision development, strategic planning, fiscal oversight and policy development for the health care delivery system;
- C. To establish, build, own, lease or otherwise acquire, maintain, equip or operate one or more hospitals in the State of Michigan;
- D. To establish, build, own, lease or otherwise acquire, maintain, equip or operate one or more medical clinics, nursing homes, or other health facilities in the State of Michigan;
- E. To furnish or make available in such hospitals, medical clinics, nursing homes and health facilities such professional and other services as are necessary or desirable for the care of the sick, afflicted, infirm or injured persons or for the promotion of health;
- F. To engage in scientific research and educational or other activities which are related to and designated to promote and improve the general health and welfare; and
- G. To operate exclusively for such charitable purposes as are required for tax-exempt status under Section 501(c)(3) and Section 509(a)(ii) of the Internal Revenue Code of 1986, as amended (the "Code").
- H. To do such things and to perform such acts to accomplish its purposes which are not forbidden by Section 501(c)(3) of the Code or comparable provisions of subsequent law.
- I. Notwithstanding any other provisions of these Articles of Incorporation, no part of the net earnings of the Corporation shall inure to the benefit of any private individual (except that reasonable compensation may be paid for services rendered to the Corporation effecting one or more of its purposes), and no substantial part of the activities of the Corporation shall be to carry on propaganda or to otherwise attempt to influence legislation. The Corporation shall not participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office (by the publication or

distribution of statements or otherwise), in violation of any provisions applicable to corporations exempt from federal income tax under Section 501(c)(3) of the Code, and the Corporation shall not carry on any activity not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Code, or a corporation, contributions to which are deductible under Section 170(c)(2) of the Code, or an organization described in Section 590(a) of the Code.

- J. To do such things and to perform such acts to accomplish its purposes as are not forbidden by the Act, with all the powers conferred on municipal health facilities corporations by the laws of the State of Michigan.

ARTICLE 3

Section 3.1. The Corporation is a public body corporate with power to sue and be sued in its own name.

Section 3.2 The Corporation possesses all the powers necessary to carry out the purposes of its incorporation, including all powers enumerated in the Act, as it may be amended from time to time, and all powers provided by other applicable law, together with the incidental powers necessary thereto; and may generally do and suffer to be done all things necessary for and convenient and incident to the carrying out of the purposes of its incorporation. No enumeration of powers in these Second Amended and Restated Articles of Incorporation shall in any way limit or restrict the general power of the Corporation as provided by law.

Section 3.3. All property owned by the Corporation shall be exempt from taxation by the state of Michigan or any taxing unit therein as provided in the Act and under other applicable law.

ARTICLE 4

Section 4.1. The Corporation shall be directed and governed by a Board of Trustees consisting of not fewer than five (5) or more than fifteen (15) trustees, as determined from time to time by the Board of Commissioners. Trustees shall serve for six (6) year terms, other than those appointed to vacancies and other than the Corporation's Chief Executive Officer who shall be a voting ex officio member of the Board of Trustees. Terms of office shall be staggered so that an approximately equal number of terms expire at the end of each year or each two (2) years.

The Board of Trustees shall fill vacancies arising when a trustee's term of office expires or if a trustee's office is otherwise vacant with the advice and consent of the Board of Commissioners.

The Board of Commissioners or the Corporation's Board of Trustees may remove any trustee from office for cause in accordance with the Act.

Section 4.2. The Board of Trustees shall designate one of its members as Chair, one of its members as Vice Chair, and one of its members as Secretary. Except as specifically set forth in these Second Amended and Restated Articles of Incorporation, the qualifications, powers, duties and terms of office of the Chair, Vice-Chair, and Secretary shall be as set forth in the Bylaws of the Corporation. The Board of Trustees may adopt and amend Bylaws and rules of procedures in accordance with the provisions of the Act; provided, however, that no such Bylaw shall be inconsistent with these Second Amended and Restated Articles of Incorporation.

Section 4.3. The Chair of the Board shall preside at all meetings of the Board of Trustees at which the Chair is present. The Chair shall, under the direction of the Board of Trustees, have the power, on behalf of the Board of Trustees, to perform all acts,

execute and deliver all documents and take all steps that the Chair may deem necessary or advisable in order to effectuate the actions and policies of the Board of Trustees.

Section 4.4. The Board of Trustees may appoint a Chief Executive Officer of the Corporation, who shall sign and execute all bonds, contracts, checks and other obligations in the name of the Corporation when so authorized by the Board of Trustees. The Chief Executive Officer shall do and perform such other duties as may be fixed by or incidental to these Second Amended and Restated Articles of Incorporation or the Bylaws of the Corporation or as many be from time to time assigned by the Board of Trustees.

Section 4.5. The Vice-Chair shall assume the duties of the Chair when the Chair is absent.

Section 4.6. The Secretary shall keep the minutes of all meetings of the Board of Trustees and committees thereof in books provided for that purpose. The Secretary shall do and perform such other duties as may be fixed by or incidental to these Second Amended and Restated Articles of Incorporation or the Bylaws of the Corporation, or as may be from time to time assigned by the Board of Trustees.

ARTICLE 5

The County Clerk for the County of Alpena shall cause a copy of these Second Amended and Restated Articles of Incorporation to be published once in the Alpena News, being a newspaper of general circulation within the County of Alpena, as provided by the Act. The County Clerk of the County of Alpena shall be responsible for other publications and fillings required by the Act.

ARTICLE 6

Amendments may be made to these Second Amended and Restated Articles of Incorporation by resolution approved by a majority of the members serving on the Board of Commissioners in accordance with the Act.

ARTICLE 7

The term of existence of the Corporation is perpetual or until terminated in accordance with law.

ARTICLE 8

If the Corporation should be dissolved, its assets (after satisfaction of all liabilities) shall be distributed in accordance with applicable law and used for exempt purposes.

ARTICLE 9

These Second Amended and Restated Articles of Incorporation shall be filed with the Alpena County Clerk and subsequently provided to the Secretary of State for the State of Michigan.

These Second Amended and Restated Articles of Incorporation are effective as of the date executed below.

IN WITNESS WHEREOF, the Chair of the Board of Commissioners of the County of Alpena has executed these Second Amended and Restated Articles of Incorporation

on the 23rd day of February, 2016.

THE COUNTY OF ALPENA

By: _____
Chair, Board of Commissioners of Alpena County

NEMCSA - NORTHEAST MICHIGAN COMMUNITY SERVICE AGENCY UPDATE

Commissioner Hess presented material on (NEMCSA) Northeast Michigan Community Service Agency.

BS&A P.R.E. AUDIT.NET PROPOSAL

County Treasurer Kim Ludlow presented the BS&A P.R.E. Audit.NET software and services proposal.

ACTION ITEM: Recommendation to approve the BS&A P.R.E. Audit.NET software and services proposal in the amount of \$5,020.00, with funds out of the delinquent tax revolving fund.

Moved by Commissioner VanWormer and supported by Commissioner Nerkowski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

BS&A PROPOSAL FOR ACCESSMYGOV-INTERNET SERVICES

County Treasurer Kim Ludlow presented the BS&A proposal for AccessMyGov-Internet Services.

ACTION ITEM: Recommendation to approve the BS&A proposal for AccessMyGov-Internet Services with no annual service fee for the County. There is a minimal cost to the End Users', in which they pay per hit.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

MAGISTRATE WAGE SCALE

Personnel Chairman, Eric Lawson, presented the Magistrate wage scale.

ACTION ITEM: Recommendation that Liz Skiba receive \$21,000 for 2015 and continue at that amount until 2-1-16 and then go to step 3 on the wage scale, which would put her at \$21,586.21 for the Magistrate position.

Moved by Commissioner Lawson and supported by Commissioner McDonald to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

PUBLIC COMMENT

Ann Karch and John Zawacki commented on MidMichigan and Alpena Regional

Medical Center (ARMC).

NEW AIRPORT FLIGHT SCHEDULE

Commissioner Hess thanked the Airport Committee for their hard work on the new flight schedule that will help people in the community.

RARE DISEASE DAY

Commissioner Hess, informed the board that February 28, 2016 is recognized as Rare Disease Day and for everyone to stop and pause for children that are affected by rare diseases.

AIRPORT CONFERENCE

Commissioner Adrian reported on the Airport Conference he recently attended and encouraged residents to fly out of the Alpena County Regional Airport. He also commented on the new terminal project.

Moved by Commissioner Hess and supported by Commissioner VanWormer to adjourn. Motion carried. Meeting adjourned at 2:34 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

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**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
March 29, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on March 29, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by prayer by Kip Burke of Gideon's International representing the AAMA.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. ABSENT: None.

AGENDA

Moved by Commissioner Kowalski and supported by Commissioner Nerkowski to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

Paul Wolne, Wellington Township commented on transparency and fracking.

Persons commenting on Alpena Regional Medical Center (ARMC) and MidMichigan were: Diane Keifer, Leonard Zolnierrek, Dr. Daniel Maxwell, Dr. Dana Panknin, John Zawacki, Sandi Skaluba and Ann Karch.

Persons commenting on the Enbridge Pipeline were: Joanne Crimley of Cheboygan, Robert Kennedy Democratic candidate for 106th state house seat and Tom Humpert of Harrisville.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -February 23, 2016

- B) **Personnel Committee** - February 22, 2016 (action item handled at 2/23/16 mtg)
March 8, 2016

ACTION ITEM #PM-1: The Committee recommends we approve letter of understanding as presented for Michael Jasman.

ACTION ITEM #PM-2: The Committee recommends the Sheriff's Department be authorized to hire a temporary deputy replacement.

ACTION ITEM #PM-3: The Committee recommends we approve a modified letter of understanding for Steve Kieliszewski by removing the dollar amount of longevity received.

ACTION ITEM #PM-4: The Committee recommends that we pay up to \$500 per small worker's comp claim and not submit small claims to insurance.

ACTION ITEM #PM-5: The Committee recommends we approve the County Building Closures policy in place of the Severe Weather Policy.

Personnel Committee - March 24, 2016

ACTION ITEM #PM-1: The Committee recommends we authorize filling the vacant Probation Officer position in District Court.

ACTION ITEM #PM-2: The Committee recommends we approve advertising for the Assistant IT Director position.

ACTION ITEM #PM-3: The Committee recommends we approve the agreement and authorize the Chairman of the Board to sign the agreement with Montmorency County for AS400 services along with sending a letter asking for the agreement to be current

instead of paying for a previous year.

- C) **Sealed Bid Opening - March 9, 2016**
 - 1) Alpena County Sheriff's Office
Inmate Food Service
 - 2) Alpena County Sheriff's Office
Tracks for Yamaha Side by Side
 - 3) Alpena County Parks and Recreation Commission
Bathhouse Long Lake Park

- D) **Insurance Committee - March 14, 2016**

- E) **Finance/Building Maintenance and Recreation Committee - March 16, 2016**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$109,546.84	\$109,546.84
Per Diems & Mileage	\$ 3,876.67	\$ 3,876.67

ACTION ITEM #FM-1: The Committee recommends we authorize the Chairman of the Board to sign a letter acknowledging the Michigan Department of Natural Resources (DNR) Parks and Recreation Division's intent to purchase 391 acres of land, which will become part of Negwegon State Park for the purposes of natural and cultural resource protection and conservation.

ACTION ITEM #FM-2: The Committee recommends, upon the recommendation of the Older Persons Committee, that the amount of \$1,500.00 be allocated to Thunder Bay Transportation Authority for transportation coupons for seniors in Alpena County for 2016. The funds will be paid out of fund equity and are retroactive to January 1, 2016 and will end December 31, 2016. A service agreement will be completed and signed upon approval and TBTA must submit a monthly statement for reimbursement to the Alpena County Clerk's office.

ACTION ITEM #FM-3: The Committee recommends we approve Search and Rescue Training for the Sheriff's Office in the amount of \$2,851.80,

with funds out of line item # 101-301-957.

ACTION ITEM #FM-4: The Committee recommends we accept the bid from Sports Unlimited for a track system for the Yamaha side by side in the amount of \$4,990.00, with funds out of line item #101-306-977.001. This will be paid for out of a DNR/ORV equipment grant which is 100% funded.

ACTION ITEM #FM-5: The Committee recommends we accept the low bid from Waho's Country Catering for inmate food services at the County jail, for a three year and eight month term, beginning May 1, 2016 through December 31, 2019 as presented.

ACTION ITEM #FM-6: The Committee recommends we prepare an agreement between Alpena County and Presque Isle County for the annual reimbursement to Alpena County of 911 funds spent dispatching fire and EMS calls for Presque Isle Township.

ACTION ITEM #FM-7: The Committee recommends we authorize the 911 Director/Emergency Management Coordinator to seek bids for an emergency response vehicle.

ACTION ITEM #FM-8: The Committee recommends we establishment of Fund Equity Reserve line item #295-000-393 Passenger Facility Charge Reserves for revenues collected under the Passenger Facility Charge Program.

ACTION ITEM #FM-9: The Committee recommends that a Separate Savings Account be set up for the Airport Passenger Facility Charge Reserves. These funds will be kept in a separate reserve fund equity.

ACTION ITEM #FM-10: The Committee recommends we approve the PAO Title IV-D contract for cost allocation with MGT for the Alpena County Prosecuting Attorney's office, for the term of 10-1-16/9-30-18, with an annual fee \$3,400.00.

ACTION ITEM #FM-11: The Committee recommends that we authorize the County

Treasurer to increase the Building and Grounds Maintenance Fund expense line item #631-266-975.193 by \$13,000.00 to cover additional expenses incurred during the Annex renovation project.

ACTION ITEM #FM-12: The Committee recommends we authorize the Maintenance Superintendent to replace the HVAC control system at the MDOT building with funds out of the Building and Grounds Maintenance Fund expense line item # 631-266-975.194 and that the fund be increased by the amount of \$12,929.00 to pay for the control system.

ACTION ITEM #FM-13: The Committee recommends we authorize the County Treasurer to carry over a budget adjustment for line item #402-234-980.157 Lektriever Maintenance, in the amount of \$2,500.00. There is \$2,450.00 from line item #402-234-980.157 and \$230.74 from line item #402-234-980.152, that was approved in the 2015 budget that was not spent (invoices paid for) before December 31, 2015.

F) IT Committee - March 22, 2016

ACTION ITEM #IT-1: The Committee recommends we approve the amending of the contract with American Widget Company be adding an additional 4 years to the contract with a 30 day out clause for either party.

G) Central Dispatch Policy & Procedures Committee - March 23, 2016

H) Alpena County Court Committee - March 24, 2016

ACTION ITEM #CC-1: The Committee recommends the Magistrate for District Court be authorized to apply for a grant from the Community Foundation for the District Court security projects, once it has been approved by the Grant Review Committee and the Finance Committee.

ACTION ITEM #CC-2: The Committee recommends the Maintenance Superintendent be authorized to seek costs associated with moving files from the upper level of the Annex Building to the basement level of the Annex Building, as well as, costs to renovate the basement area.

I) Ambulance Committee - March 28, 2016

ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #88 from Wilson Township Fire Department for (3) Vertex radios, (3) channel stopper kits and (1) Motorola Minitor 6 Pager, the total amount of \$1,463.45 of which the County policy allows one half or \$731.72, monies to be taken out of 210-651-803.000.

ACTION ITEM #AM-2: The Committee recommends we approve the City of Alpena Ambulance bid in the amount of \$175,000 with monies to be taken out of the Ambulance Fund and line items adjusted.

ACTION ITEM #AM-3: The Committee recommends we approve the Termination of Agreement for Medical Control Services.

ACTION ITEM #AM-4: The Committee recommends we approve the Medical Run Reimbursement Plan as presented by paying the March bill and dividing the remainder of appropriations to each entity to be paid at the first of every quarter for three quarters this year.

ACTION ITEM #AM-5: The Committee recommends we approve the request for four people to be authorized to attend MFR classes: Austin Bailey, Gerald Bleau, Paul LaBrecque, and Anthony Paris and to reimburse Alpena Township according to the Ambulance Fund Policy. Total reimbursement of classes would be for \$400 each times 4 persons for a total of \$1,600.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski,

**ALPENA REGIONAL MEDICAL CENTER/
ALPENA COUNTY BOARD OF COMMISSIONERS RESOLUTION
(MIDMICHIGAN HEALTH)**

John Axe, County Bond Attorney, stated that he has reviewed all of the legal documents pertaining to the transaction between Alpena Regional Medical Center and MidMichigan, on behalf of Alpena County.

Chairman Cameron Habermehl presented the resolution below. The resolution was read by County Clerk Bonnie Friedrichs.

WHEREAS, the Alpena Regional Medical Center ("ARMC") is in the process of converting into a non-profit membership corporation in connection with a transaction with MidMichigan Health ("MidMichigan"), and

WHEREAS, ARMC and MidMichigan have entered into an agreement (the "Definitive Agreement") on January 27, 2016 pursuant to which ARMC and MidMichigan have agreed to a restructuring plan (the "Restructuring Plan") which specifies a number of preconditions which must be met before the transaction contemplated by the Restructuring Plan (the "Proposed Transaction") can be completed, and

WHEREAS, one of the preconditions is the adoption by the Michigan legislature of an amendment to the Michigan Municipal Health Facilities Corporations Act, Public Act 230 of the Public Acts of Michigan of 1987, as amended ("Act 230"), which will permit ARMC to convert to a Michigan nonprofit corporation as part of the Proposed Transaction, and

WHEREAS, on March 15, 2016, the Governor of the State of Michigan signed into law Public Act No. 45 of the Public Acts of Michigan of 2016, which took immediate effect on that date, which public act amends Act 230 and specifically permits the Proposed Transaction to occur once the Alpena County Board of Commissioners (the "Commissioners") adopts a resolution approving the following:

- A. Conversion of ARMC from a municipal health facilities corporation subject to the Municipal Health Facilities Corporations Act to a Michigan nonprofit corporation subject to the Michigan Nonprofit Corporation Act, and the transaction by which MidMichigan will become the sole corporate member of ARMC;
- B. The Restructuring Plan required by Section 1305a of the Municipal Health Facilities Corporations Act, including the articles of incorporation to be adopted and filed and the bylaws to be adopted by ARMC as of the effective date of the Proposed Transaction, copies of which are attached

hereto as Appendix A and Appendix B; and

WHEREAS, as a condition to the completion of the Proposed Transaction, ARMC and MidMichigan have agreed that some of the consideration being paid by MidMichigan to ARMC on the closing date will be used to fund two escrows which will defease the following bonds which have been issued by ARMC and are not yet matured:

- 1) On October 18, 2012, ARMC issued \$6,280,000 in principal amount of its General Obligation Refunding Bonds, Series 2012 (the "2012" Bonds") which mature serially on the first of November each year until November 1, 2019. The 2012 Bonds remain outstanding in the aggregate principal amount of \$3,720,000.
- 2) On November 26, 2013, ARMC issued \$13,500,000 in principal amount of its General Obligation Bonds, Series 2013 (the "2013 Bonds") which mature serially on the first of November each year until November 1, 2033. The 2013 Bonds remain outstanding in the aggregate principal amount of \$12,555,000.

WHEREAS, on March 15, 2016, the Board of Directors of ARMC adopted resolutions approving the creation of an escrow for all of the outstanding 2012 bonds and all of the 2013 bonds, retaining The Huntington National Bank, N.A., Grand Rapids, Michigan as Escrow Agent; and

WHEREAS, on March 24, 2016, a MERS Transition Agreement to effectuate transfer of pension fund assets and liabilities to new MidMichigan plan was executed; and

WHEREAS, on March 24, 2016, MidMichigan created and executed a new pension plan for ARMC employees which mirrors the MERS plan; and

WHEREAS, on the closing date for the Proposed Transaction, funds will be transferred to the escrow agent under each escrow agreement to permit the defeasance of all of the 2012 bonds and the 2013 bonds; and

WHEREAS, counsel retained by the Alpena County Board of Commissioners has reviewed the foregoing proposed actions and associated legal documents intended to effectuate them and has advised the Board of Commissioners about them and responded to the Board of Commissioners' questions to its satisfaction.

NOW, THEREFORE, BE IT RESOLVED BY THE ALPENA COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

1. The conversion of ARMC from a municipal health facilities corporation

subject to the Municipal Health Facilities Corporation Act to a Michigan nonprofit corporation subject to the Michigan Nonprofit Corporation Act, and the transaction by which MidMichigan will become the sole corporate member of ARMC and hereby approved.

2. The Restructuring Plan required by Section 1305a of the Municipal Health Facilities Corporations Act, including the articles of incorporation adopted and filed and bylaws adopted by ARMC, is hereby approved.

Moved by Commissioner Nerkowski supported by Commissioner Lawson to approve the above resolution. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson, and Habermehl. NAYS: McDonald. Motion carried. Commissioner Hess requested that her comments be *attached* to the minutes.

POLL: DISTRICT COURT-RAPID RESULTS & ADULT DWI/DRUG COURT AGREEMENT

Chairman Cameron Habermehl presented a poll for the District Court-Rapid Results and Adult DWI/Drug Court Agreement.

ACTION ITEM: Recommendation to approve the District Court -Rapid Results and Adult DWI/Drug Court Agreement (Term 3-1-16/9-30-16) agreement as presented and approved by our attorney.

Moved by Commissioner Hess supported by Commissioner VanWormer to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

RESOLUTION #16-07 THUNDER BAY TRANSPORTATION AUTHORITY PROPOSED AMENDMENT TO THE ARTICLES OF INCORPORATION

Commissioner Jeff Kowalski presented Resolution #16-07 Thunder Bay Transportation Authority Proposed Amendment to the Articles of Incorporation

Proposed Amendment to the Articles of Incorporation

Article IX, Section 3 of the Articles of Incorporation of Thunder Bay Transportation Authority is amended by adding language (in **bold**) to Section 3 below:

Section 3.

Members of the BOARD must be at least eighteen (18) years of age and residents of THUNDER BAY service area, *with exception to those three (3) additional Board Members*

appointed by the Incorporating Board Members. One of these representatives may be a resident outside of the service area, if they are employed in the THUNDER BAY service area. The service area shall be determined by THUNDER BAY Board of Directors pursuant to the requirements of 1986 PA 196 as amended being MCL 124.51.

Approved by the Thunder Bay Transportation Board of Directors at its regular meeting on February 25, 2016.

Moved by Commissioner Kowalski supported by Commissioner Nerkowski to approve the above resolution. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

RESOLUTION #16-06 "THE LINE 5 PIPELINE"

Commissioner Jeff Kowalski presented Resolution #16-06 "The Line 5 Pipeline"

WHEREAS, Pipeline 5, which began operation in 1953 and now owned by Enbridge, has transported Alberta crude oil and natural gas liquids from Superior, Wisconsin through 18 Michigan Counties to refineries primarily in Sarnia, Ontario - a distance of 645 miles crossing numerous wetlands, 20 rivers, the Straits of Mackinac and the St. Clair River at Marysville, Michigan; and

WHEREAS, the State of Michigan and Enbridge are parties to an Easement Agreement requiring Enbridge to operate the pipeline in a reasonable and prudent manner and to guarantee payment of all damages and costs from its operation of said line; and

WHEREAS, the history of pipeline leaks shows that there is a significant risk of severe damage and economic loss to government entities, individuals, businesses, and the environment; and

WHEREAS, the Michigan Petroleum and Pipeline Task Force has recommended independent risk analysis, adequate financial assurances and independent analysis of alternatives to the existing Straits pipelines, together with disclosure of inspection data and other information; which recommendations have not yet been satisfied.

NOW, THEREFORE, BE IT RESOLVED, that The Alpena County Board of Commissioners hereby requests that Governor Snyder utilize the State's authority by acting immediately to cause Line 5 to be restricted to not more than 300,000 bbl per day and its cargo be limited to non-oil products until the recommendations of the Michigan Petroleum Pipeline Task Force have been satisfied and an independent panel of pipeline experts has certified that Line 5 is safe.

Copies of this resolution will be provided to Governor Snyder, the Pipeline Advisory Board and Task Force, and all appropriate elected state and federal representatives.

Moved by Commissioner Kowalski supported by Commissioner Hess to approve the above resolution. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, and Hess. NAYS: Commissioners VanWormer, McDonald, Lawson, and Habermehl. Motion failed.

RESOLUTION #16-08 TO OPPOSE SECTION 298 OF THE EXECUTIVE BUDGET PROPOSAL FOR FY 2017

Commissioner Eric Lawson presented Resolution #16-08 to Oppose Section 298 of the Executive Budget Proposal for FY 2017.

- WHEREAS,** Northeast Michigan Community Mental Health Authority has served for more than 45 years as the public mental health and developmental disabilities services provider for this community, serving over 2,000 residents of Alcona, Alpena, Montmorency and Presque Isle Counties each year; and
- WHEREAS,** Northeast Michigan Community Mental Health Authority was created by the Alcona, Alpena, Montmorency and Presque Isle County Boards of Commissioners as duly authorized under Section 330.1205 of the Michigan Mental Health Code; and
- WHEREAS,** Northeast Michigan Community Mental Health Authority and four other community mental health service programs representing 21 counties created a regional entity to manage Medicaid specialty services as duly authorized under Section 330.1204b of the Michigan Mental Health Code; and
- WHEREAS,** Northeast Michigan Community Mental Health Authority includes persons and family members of persons receiving mental health and disability services on the Board of Directors as required under Section 330.1222 of the Michigan Mental Health Code; and
- WHEREAS,** Northeast Michigan Community Mental Health Authority and four other community mental health service programs representing 21 counties have required representation from local communities and persons and/or family members of persons receiving mental health and disability services be included on the regional entity Board of Directors managing Medicaid specialty services; and

WHEREAS, Section 298 of the Executive Budget recommendation for 2017 effectively nullifies the duly authorized actions taken by Northeast Michigan Community Mental Health Authority and the four other community mental health service programs to create a regional entity under Section 330.1204b of the Michigan Mental Health Code; and

WHEREAS, Section 298 of the Executive Budget recommendation for 2017 transfers all Medicaid and Healthy Michigan funding for specialty services to private entities with no accountability to the Alcona, Alpena, Montmorency and Presque Isle County Boards of Commissioners; and

WHEREAS, Section 298 of the Executive Budget recommendation for 2017 transfers all Medicaid and Healthy Michigan funding for specialty services to private entities with no accountability to persons and/or family members of persons receiving mental health and disability services from Northeast Michigan Community Mental Health Authority; and

WHEREAS, Section 298 of the Executive Budget recommendation for 2017 will result in the elimination of specialty mental health services that are accountable to the communities of persons residing in Alcona, Alpena, Montmorency and Presque Isle Counties;

THEREFORE BE IT RESOLVED, the Alpena County Board of Commissioners opposes Section 298 of the Executive Budget recommendation for 2017 and encourages the Governor, State Senators and State House of Representatives to prevent it from becoming law. A copy of this resolution will be sent to Governor Snyder, State Senator Stamas and State House of Representatives Pettalia.

Moved by Commissioner Lawson supported by Commissioner VanWormer to approve the above resolution. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

**ALPENA & PRESQUE ISLE CHILD ABUSE & NEGLECT TEAM
ANNUAL PINWHEEL GARDEN**

Chairman Cameron Habermehl presented the Alpena and Presque Isle Child Abuse and Neglect Team request for permission to hold the Annual Pinwheel Garden event in April.

ACTION ITEM: Recommendation to allow the Alpena and Presque Isle Child Abuse and Neglect Team to hold the Annual Pinwheel Garden event in April.

Moved by Commissioner VanWormer supported by Commissioner Nerkowski to approve the action item above. Motion carried.

PUBLIC COMMENT

Sue Allor, candidate for 106th State Representative introduced herself.

Persons commenting on Alpena Regional Medical Center (ARMC) and MidMichigan were: John Zawacki, Ann Karch, Leonard Zolnierrek, Barb Beamish and Russ Rhynard.

Persons commenting on the Enbridge Pipeline were: Jim DesRocher of Alpena, Sandra Williams of Alcona County, Bob Kennedy of Harrisville and Paul Wolne of Wellington Township.

Moved by Commissioner Hess and supported by Commissioner Adrian to adjourn. Motion carried. Meeting adjourned at 2:09 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

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A Synopsis of the Reasoning Behind Commissioner Mary Hess' Vote on the Sale of the Hospital

In my opinion, the most important consideration is that we continue to have a functioning hospital here in Alpena. I believe that the vast majority of people here support this idea because they have been willing to support the hospital through a millage. Alpena Regional Medical Center (ARMC) is not only necessary for the health of our people, but crucial to economic development in this area.

I feel it is my duty to the people who elected me, to insure the long term viability of ARMC the best way I can. I know that nothing lasts forever, but MidMichigan has guaranteed that ARMC will continue operations for 10 years and has agreed to invest 10s of millions of dollars to insure, not only its survival, but its improvement in equipment, training and services for this community. I believe the quality of healthcare will improve, that we will attract quality doctors and support staff to our area, have access to more experts in their fields for referral and that the overall quality of healthcare will substantially increase for our residents, because of this sale.

I would not have voted for a sale to a "for-profit" hospital, such as McLaren. I can not stand the thought that healthcare services would be provided to our residents based upon where the most attractive profits are, rather than based upon the needs of the community. MidMichigan, which is a "non-profit" hospital system has a track record that we could look at for answers. Not only is it a solid, well managed system which is affiliated with the University of Michigan Health System, it is rated A+ by Standard and Poor's Rating Services. In summary, MidMichigan is a non-profit which is well managed, experienced and fiscally sound.

There are only a few community supported hospitals left in Michigan. Rogers City is gone. Cheboygan Memorial Hospital had been operating since 1942 and went bankrupt in 2012, and is gone. Cheboygan Memorial Hospital was the county's largest employer and more than 400 employees lost their jobs. It only takes a few well intentioned but mistaken decisions to lose everything. MidMichigan has the experience to avoid those kind of mistakes and a sound financial basis large enough to cover the rest.

There were many other concerns and considerations, some of which were that current employees employment would be secured and continued, that the funding of current and future retirees pension benefits would be "well funded", that our citizens would be relieved of financial liability for all existing debts and that the millage would end, among others.

A few words about the nay sayers. I have read and reviewed hundreds of pages of documents relating to the sale of the hospital. These documents were available to the public for review (except for confidential information) at the commissioners chambers. No one who is now objecting to this sale came to review the documents, the only thing they have done is complain that the documents weren't yet put online.

Those few who are objecting to the sale of the hospital say a public vote should have been held on the issue. They say they contacted State Representative Peter Pettalia and State Senator Jim Stamos asking that authorization for a public vote be included in the legislation for the sale of ARMC. That's not accurate, there was a response. There was no provision included in the legislation authorizing a public vote, therefore there was an answer and the answer was "no". The commissioners, like everyone else, must follow the law as written.

After thoroughly considering this sale from every angle possible, I believe it will actually improve the level of healthcare for us all into the foreseeable future.

Mary Hess, Commissioner, 5th District

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
April 26, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on April 26, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by prayer by Pastor Gary Smith of New Life Church.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. ABSENT: None.

AGENDA

Moved by Commissioner Kowalski and supported by Commissioner Hess to approve the agenda with the addition of a state grant for District Court and announcement that there will not be closed session. Motion carried.

PUBLIC COMMENT

Richard Neuman announced he is running for county commissioner in the third district.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -March 29, 2016

- B) **IT Committee - April 6, 2016**

C) **Personnel Committee -April 12, 2016**

- ACTION ITEM #PM-1: The Committee recommends we authorize the Prosecutor to fill the vacant position in the Prosecutor's Office.
- ACTION ITEM #PM-2: The Committee recommends that thorough background investigations be mandatory on all new hires or promotions for Alpena County at the level presented with policy modifications to follow.
- ACTION ITEM #PM-3: The Committee recommends we authorize hiring a part-time/irregular Marine Deputy.
- ACTION ITEM #PM-4: The Committee recommends we authorize the Sheriff to advertise and post for a lieutenant position immediately with funding to be determined by the Finance Committee.
- ACTION ITEM #PM-5: The Committee recommends we approve a letter of understanding with Jeanette Tolan for IT services.
- ACTION ITEM #PM-6: The Committee recommends we approve hiring Brad McRoberts through American Widget company for IT services if necessary with a cap at \$4,000.
- ACTION ITEM #PM-7: The Committee recommends that Wes Wilder be allowed to proceed with the filling the Maintenance Department vacancy.

D) **Airport Committee -April 13, 2016**

- ACTION ITEM #AC-1: The Committee recommends the Agreement for Transfer of funds requested by MDOT be sent for legal review, and that the Prosecutor's Office and the Chairman of the Board sign the Agreement, and any other pertinent paperwork, upon attorney review.

E) **Sealed Bid Opening - April 13, 2016**

- a) Emergency Response Vehicle
- b) Long Lake Park Bath Renovation
- c) Beaver Lake Park Pavilion
- d) Manning Hill Park Lawn Service
- e) Manning Hill Park Sidewalk
- f) IT Copy Paper
-April 20, 2016
- g) IT Servers

F) **Finance/Building Maintenance and Recreation Committee - April 20, 2016**

	SUBMITTED:	APPROVED:
General Fund & other funds	\$181,116.92	\$181,116.92
Per Diems & Mileage	\$ 2,729.86	\$ 2,729.86

ACTION ITEM #FM-1: The Committee recommends we approve the Emergency Management and Homeland Security Division/FY2015 (10-1-15/9-30-16), Hazardous Materials Emergency Preparedness Grant (HMEP) Agreement and authorize the Chairman of the Board to sign it as presented.

ACTION ITEM #FM-2: The Committee recommends we approve the Memorandum of Understanding between Alpena County and City of Alpena Fire Department/Alpena County EMS to provide for the storage, deployment, maintenance, and inventory of the Alpena County Mass Casualty/Mass Fatality Trailer as presented.

ACTION ITEM #FM-3: The Committee recommends we approve the purchase a black 2016 Chevy Traverse from Cliff Anschuetz Chevy in a total amount of \$32,495.00. The cost to the County will be reduced by the insurance payment of \$9,375.00, to \$23,120.00. The County Treasurer will create a new line item: Vehicle Purchases 211-325-977 & budget \$32,495 for 2016 and transfer \$11,560.00 from line items 211-325-931 & 211-325-970 each and will increase the revenue line item 211-325-679 for the insurance recovery of \$9,375.00.

- ACTION ITEM #FM-4: The Committee recommends we approve the purchase of Microsoft's Exchange Online email system for an annual cost of \$6,840.00 for 180 email accounts and also approve the purchase from MailStore for archiving software in the amount of \$2,856.00. Funds for the above two items will come out of line item # 101-958-833.001.
- ACTION ITEM #FM-5: The Committee recommends we approve the "revised" Pipeline Resolution #16-10 as presented.
(not approved on consent calendar)
- ACTION ITEM #FM-6: The Committee recommends we authorize payment of an invoice from Kirtland Community College for Sheriff's training in the amount of \$375.00, with funds out of line item # 205-302-804.
- ACTION ITEM #FM-7: The Committee recommends we approve the new lieutenant position at the Sheriff's Office, with funding to come out of Sheriff's budget.
- ACTION ITEM #FM-8: The Committee recommends we approve the Northern Lights Arena Contract 1-year Extension and release \$5,000.00 of the \$20,000.00 security deposit to NLA as presented.
- ACTION ITEM #FM-9: The Committee recommends we approve the First Quarter Budget Adjustments for 2016 as presented.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

THE LINE 5 PIPELINE RESOLUTION #16-10 "REVISED"

Commissioner Lawson recommended revising the pipeline resolution by removing the word satisfied and replacing it with fully implemented.

ACTION ITEM #FM-5: The Committee recommends we approve the "revised" Pipeline Resolution #16-10 as presented.

Moved by Commissioner Lawson supported by Commissioner Nerkowski to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

POLL #1 COPY PAPER PURCHASE

Jeff Kowalski, Acting Finance Chairman presented a poll for the purchase of copy paper.

ACTION ITEM : Recommendation to allow the IT Director to purchase 178 cases of copy paper from Contract Paper Group, Inc., in the amount of \$4,761.50, with funds out of line item # 101-958-727.

Moved by Commissioner Kowalski supported by Commissioner Nerkowski to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

NORTHERN LIGHTS ARENA REIMBURSEMENT OF SURCHARGE FUNDS

Jeff Kowalski, Acting Finance Chairman presented a request for a reimbursement of surcharge funds for Northern Lights Arena.

ACTION ITEM : Recommendation to approve the request from Northern Lights Arena Community for reimbursement of \$1,171.00, out of line item 580-900-975, NLA Surcharges/Capital/Outlay. This is after the first \$6,000.00 was paid by NLA per their contract.

Moved by Commissioner Kowalski supported by Commissioner Adrian to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

IT DEPARTMENT SERVER BID RECOMMENDATION

Eric Vanderveer, IT Director, presented the server recommendation for NAS.

ACTION ITEM : Recommendation to purchase (2) NAS storage devices from R Associates Inc., in the total amount of \$11,770.00, with funds out of line item # 402-234-980.250.

Moved by Commissioner VanWormer supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

EQUALIZATION REPORT

Chairman Habermehl presented the equalization report, prepared by Sharyn Malone.

ACTION ITEM : Recommendation to approve the Equalization Report L-4024 (Personal and Real Property totals, Equalized Valuations-REAL, Assessed Valuations-REAL, and the L-4037 State Tax Commission Assessment Roll Certification) as presented and prepared by Sharyn Malone and to authorize the Chairman of the Board to sign it.

Moved by Commissioner Lawson supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

DISTRICT COURT STATE GRANT

County Treasurer, Kim Ludlow and Commissioner Vanwormer, presented on behalf of Mary Muszynski the District Court state grant.

ACTION ITEM: Recommendation to approve the 88th District Adult Drug & Alcohol Treatment Court State Grant for 2016/2017 and authorize the Chairman of the Board to sign it as presented.

Moved by Commissioner VanWormer supported by Commissioner Lawson to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

LETTER OF SUPPORT FOR MAPLE RIDGE TOWNSHIP

Commissioner Ron McDonald presented a letter of support for Maple Ridge Township.

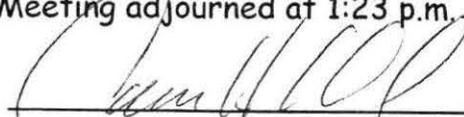
ACTION ITEM : Recommendation to approve a letter of support to Maple Ridge Township regarding seasonal road closure and authorize the Chairman of the Board to sign it.

Moved by Commissioner McDonald supported by Commissioner Kowalski to approve the action item above. Motion carried.

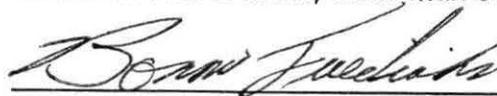
PUBLIC COMMENT

none

Moved by Commissioner VanWormer and supported by Commissioner Hess to adjourn. Motion carried. Meeting adjourned at 1:23 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

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**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
May 31, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on May 31, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by prayer by Pastor Rich George, Free Methodist Church.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. EXCUSED: Commissioner Nerkowski.

AGENDA

Moved by Commissioner Kowalski and supported by Commissioner Adrian to approve the agenda with the addition of Thunder Bay Transportation Authorities trolley service. Motion carried.

PUBLIC COMMENT

Paul Wolne, Wellington Township, commented on assessing.

Erin Kieliszewski, resident of Alpena County, announced her candidacy as a democrat for the 106th District house seat.

PRESENTATION

Sheriff Kieliszewski and Undersheriff King presented certificates of retirement

to three former Sheriff's Office employees, Sue Jackson and Tammy Beitler. Terry Szczesniak was unable to attend.

CONSENT CALENDAR

CONSENT CALENDAR:

A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -April 26, 2016

B) **Personnel Committee** -May 10, 2016

ACTION ITEM #PM-1: The Committee recommends we approve the amended Drug-Free/Alcohol-Free Workplace Policy.

ACTION ITEM #PM-2: The Committee recommends we authorize filling the Assistant IT Director position subject to full background investigation.

ACTION ITEM #PM-3: The Committee recommends we approve the temporary deputy becoming a regular full-time deputy.

May 26, 2016

B2) **Personnel Committee** - May 26, 2016

ACTION ITEM #PM-1: The Committee recommends we approve hiring James Gerst as the Assistant IT Director effective June 1, 2016 at the start probation hourly rate for 40 hrs per week.

ACTION ITEM #PM- 2: The Committee recommends we authorize advertising June 1, 2016 and filling the IT Technician position.

C) **Sealed Bids** -May 11, 2016
Long Lake Park South Bathroom Renovation

D) **Airport Committee** -May 11, 2016

ACTION ITEM #AC-1: The Committee recommends the Land Lease Agreement for

Richard McTaggart be renewed for an additional 25 years, and to authorize the Chairman of the Board sign all pertaining paperwork.

(not approved at this time)

ACTION ITEM #AC-2: The Committee recommends the Land Lease Agreement for James Gaasch, Raymond Bock, Kenneth Lauer, and David Dierking be renewed for an additional 25 years, and to authorize the Chairman of the Board sign all pertaining paperwork.

(not approved at this time)

ACTION ITEM #AC-3: The Committee authorizes the Airport Manager to amend the Land Lease Agreements from the current Consumer Price Index (CPI) to a fixed 3% annual adjustment.

(not approved at this time)

E) Finance/Building Maintenance and Recreation Committee - May 18, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$80,134.36	\$80,134.36
Per Diems & Mileage	\$ 1,452.34	\$ 1,452.34

ACTION ITEM #FM-1: The Committee recommends we approve the grant application from Northeast Michigan Community Foundation for the District Court Security Entrance in an amount up to \$5,000.00.

ACTION ITEM #FM-2: The Committee recommends we accept bids for the purchase of two reconditioned police patrol units or SUV's for the Alpena County Sheriff's Office.

ACTION ITEM #FM-3: The Committee recommends to sell and decommission two used Ford Crown Victorias from the Sheriff's Department.

ACTION ITEM #FM-4: The Committee recommends we approve the postage machine lease agreement for the machines located in the Register of

Deeds Office and the Prosecutor's Office for a 60 month lease at \$134.84/month for a yearly cost for both machines at \$3,236.16.

ACTION ITEM #FM-5: The Committee recommends we increase the general fund appropriation to the Airport for the 2016 budget to offset the Passenger Facility Charge funds.

ACTION ITEM #FM-6: The Committee recommends we approve taking bids for the 2005 Chevy Silver Pickup from the Maintenance Department, with a minimum bid to be set at \$800.00.

ACTION ITEM #FM-7: The Committee recommends we enter into a commercial gas customer contract with VolunteerEnergy for natural gas at \$0.299 (variable rate) for county facilities pending attorney approval.

F) Ambulance Committee - May 24, 2016

ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #89 from Wilson Township Fire Department for MRF Training for two individuals (Kasie Parris and Karie Bleau) at \$400.00 each in the total amount of \$800 upon completion of the class and one year of working for the township per the ambulance fund policy.

ACTION ITEM #AM-2: The Committee recommends we approve the amended Ambulance Fund policy.

Moved by Commissioner Lawson and supported by Commissioner VanWormer to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Commissioner Nerkowski excused. Motion carried.

EQUALIZATION OFFICE CHAIN OF COMMAND

Commissioner Hess announced at this public meeting to all Commissioners that the Personnel Committee minutes of May 26, 2016, clearly states the Chain of Command in the Equalization Office. In this order: Mickey Kroll, Peter Preston, and Scott Cunningham.

AIRPORT COMMITTEE: ACTION ITEM #AC-1, #AC-2 and #AC-3

Commissioner Adrian requested that the proposed action items from the Airport Committee meeting of May 11, 2016 have further review before any action is taken.

NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH

Ed LaFramboise, current Director and new Director Cathy Meske, Northeast Michigan Community Mental Health presented the yearly report.

44 NORTH PLAN AMENDMENT

Bonnie Friedrichs, County Clerk, presented the 44 North Plan Amendment (Attached).

ACTION ITEM : Recommendation to approve the Alpena County Premium Conversation Plan Amendment Employer "Opt-Out" or "Cash in Lieu of" Payments (Section III of the Plan Document amendment). Plan effective February 1, 2016, as well as, the Certificate of Adopting Resolution, Amendment Employer "Opt-Out" or "Cash in Lieu of" Payments.
(The part regarding Dependent/Spouse in lieu of will be discussed at the next Personnel Committee meeting)

Moved by Commissioner Lawson supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Hess, McDonald, Lawson, and Habermehl. NAYS: Commissioner VanWormer. Commissioner Nerkowski excused. Motion carried.

**THUNDER BAY TRANSPORTATION AUTHORITIES
TROLLEY SYSTEM**

Commissioner Kowalski announced that Thunder Bay Transportation Authority's new hybrid trolley system rolled out today. There are a total of four trolleys that will initially stop at fifteen different locations. TBTA received a nearly \$2.4 million dollar federal grant. There is a fixed route in place, but it can be deviated if there is a demand for it. The cost for riders is \$.50 each time they get on a trolley. They are scheduled to operate Monday through Friday from 9:00 a.m. to 6:00 p.m., Saturday from 9:00 a.m. to 4:00 p.m. and Sunday from 1:00 p.m. to 4:00 p.m.

PUBLIC COMMENT

Paul Wolne, Wellington Township, commented on millages and assessing.

Moved by Commissioner Kowalski and supported by Commissioner Adrian to adjourn. Motion carried. Meeting adjourned at 1:33 p.m.

Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

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OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS INTERGOVERNMENTAL MEETING

June 2, 2016 7:00 p.m.

The Alpena County Board of Commissioners met in joint session with the City of Alpena and all Townships at the Wilson Township Hall, Alpena MI. The meeting was called to order at 7:00 p.m. The Pledge of Allegiance was recited.

ROLL CALL

Roll was called the following Commissioners present; Hess, McDonald, and Habermehl. Commissioners Adrian, Kowalski, Nerkowski, VanWormer, and Lawson excused. No quorum.

PUBLIC COMMENT

Tim Kuehnlein spoke regarding the upcoming Heritage Route Tour, requesting support of for this project; entities will be approached at a later date for requests.

Governmental Entity Reports

Matt Waligora- Mayor for the City gave an update on city projects

Cameron Habermehl – Chairman of the Board gave an update on County issues.

Townships reports were given by Stan Mischley – Alpena Twp. Trustee; Tammy Bates – Green Twp. Trustee; Howard Lumsden-Long Rapids Twp.; Ken Gauthier-Sanborn Twp. Supervisor William Domke-Wilson Twp. Supervisor .

Priority Topic Discussion

Presentation and discussion of five preferred county-wide goals from each the City, county and townships that might constitute a shared vision with actionable potential based on the community branding presentation from Mary Beth Stutzman, Alpena Convention and Visitor's Bureau that was given in Feb. 2016. The group was divided into 5 groups and discussion held/

Priority Topic Discussion and Action Propositions

Topics were discussed and consensus about future topic discussed.

A committee was formed to investigate and report back about County/City/Township websites, common goals, topics that might be coordinated to support and develop the county.

Committee members to include Howard Lumsden-townships; City – to be determine; Bonnie Friedrichs – County, Mary Beth Stutzman, Tim Kuehnlein and possibly the City and County IT employees.

Next meeting will be October 6, 2016 at 7:00 p.m. hosted by Alpena County.

Intergovernmental Meeting adjourned.

Motion to adjourn at 9:01 pm



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
June 28, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on June 28, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. ABSENT: none.

AGENDA

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

Larry Clark, South Bay Corridor, presented information on the South Bay Corridor Revitalization Plan- Implementation Strategy.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -May 31, 2016
Intergovernmental Council - June 2, 2016
- B) **IT Committee** - June 1, 2016
- C) **Sealed Bid Opening** -June 8, 2016
2005 Chevy Silverado Pickup-Maintenance Department selling
- D) **Airport Committee** -June 8, 2016
- E) **Personnel Committee** -June 14, 2016

ACTION ITEM #PM-1: The Committee recommends we approve the request from Ted Somers, Equalization Department Senior Appraiser, for reimbursement of continuing education classes for hotel

expenses and mileage reimbursement in the total amount of \$761.40 with funds out of line item #101-225-860.

ACTION ITEM #PM-2: The Committee recommends that the Sheriff's Department be allowed to temporarily fill the vacancy of a deputy in their office.

ACTION ITEM #PM-3: The Committee recommends that we follow the current healthcare plan document and not request recoupment of any current employee who has received in-lieu of money and to not allow an employee to receive in-lieu of money who is currently covered by county insurance per the recommendation of 44 North, our third party healthcare provider.

ACTION ITEM #PM-4: The Committee recommends we approve the amended policies and procedures as presented.

F) Finance/Building Maintenance and Recreation Committee - June 15, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$90,062.81	\$90,062.81
Per Diems & Mileage	\$ 1,962.34	\$ 1,962.34

ACTION ITEM #FM-1: The Committee recommends we retain attorney William Pfeifer to file an appeal in three cases and authorize payment of legal fees for these appeals in an amount up to \$5,000.00 at this time, with funds out of line item #101-200-964 and to poll the board as the deadline is June 24.

ACTION ITEM #FM-2: The Committee recommends we authorize that the County Treasurer increase attorney line item #101-200-964, with funds being transferred from contingency, in the amount of \$15,000.00.

ACTION ITEM #FM-3: The Committee recommends that we approve the Alpena Area Senior Citizens Center as the focal point for senior services and approve the written Community Plan for FY 2017-2019.

ACTION ITEM #FM-4: The Committee recommends we approve the State of Michigan Title IV-D Cooperative Reimbursement Program 2017 Grant Renewal 10-1-16/9-30-21, as presented and authorize the

Chairman of the Board to sign all pertaining paperwork.

ACTION ITEM #FM-5: The Committee recommends we approve the 2017 Victim Rights Grant for the Prosecutor's office 10-1-16/9-30-17 as presented and authorize the Chairman of the Board to sign all pertaining paperwork.

ACTION ITEM #FM-6: The Committee recommends that upon the recommendation of the Maintenance Superintendent, we accept the bid for the sale of a 2005 Chevy Pick up in the amount of \$1,300.00.

ACTION ITEM #FM-7: The Committee recommends we increase line item #631-266-975.193 in the amount of \$7,139.11 from the Building and Grounds fund 631, out of the fund equity, to pay remaining invoices for the Annex Renovation project.

ACTION ITEM #FM-8: The Committee recommends we authorize the Sheriff's Office to purchase an EOTech X640 Compact Thermal Imager unit from NightOps Tactical Inc., which will assist in marine rescues. In the total amount of \$5,606.50 as specified below and to make a budget adjustment in the amount of \$499.50 from the fuel line item #101-301-766 into line item #101-301-856 Sheriff Board Equipment line item.

101-301-856	\$2,000.00	Sheriff Board Equipment
101-312-948.001	\$3,107.00	Stone Garden Federal Grant (Term Imager)
101-301-744	\$ 499.50	Fuel

ACTION ITEM #FM-9: The Committee recommends we accept the DNR Marine Grant increase of funds from \$2,500.00 to \$6,200.00 for the Alpena County Sheriff's Office and is requesting that line item #101-306-701 be adjusted accordingly.

ACTION ITEM #FM-10: The Committee recommends we accept the bid from Alpena Agency for Cyber Security Insurance for both the County and the City, the cost for a 1-year, \$2 million dollar policy at the cost of \$12,039.00 and which will be split in half between the City and the County. Funds will come out of line item #101-958-803.002.

ACTION ITEM #FM-11: The Committee recommends we to authorize the purchase of a lap top for the new Lieutenant position at the Alpena County Sheriff's Office, in the amount of \$618.22 with funds out of the data processing line item # 402-234-980.251.

ACTION ITEM #FM-12: The Committee recommends we approve Resolution #16-11 Approving the Fiscal Years 2017 Community Corrections Grant Applications of the Northeast Michigan Council of Governments.

ACTION ITEM #FM-13: The Committee recommends that the dog license fee be set annually as \$10.50 per spayed/neutered dog and \$16.50 per non-fixed dog no additional animal discount effective December 1, 2016 with a deadline of March 1, 2017 and with the same yearly dates each year thereafter.

ACTION ITEM #FM-14: The Committee recommends that annual dog license fees be doubled after March 1st of each year (\$21.00 and \$33.00).

ACTION ITEM #FM-15: The Committee recommends a three year dog license be available for spayed/neutered dogs for \$27.00 and for non-fixed dogs for \$42.00 before March 1st of each year. Licenses will be limited to the extent of how long the rabies certification is for.

ACTION ITEM #FM-16: The Committee recommends we rescind the board action from 7-27-01 with regards to cat licenses.

ACTION ITEM #FM-17: The Committee recommends that approval be given immediately to authorize temporary help, if necessary, in the Equalization office due to an employee leave and to poll the board.

G) **Insurance Committee - June 21, 2016**

ACTION ITEM #IM-1: The Committee recommends we accept the proof of loss for the 334 Avery Street property (claim #180246) as presented below and to authorize the Chairman of the Board to sign it.

\$18,500.00 maximum limit of coverage

\$ 8,389.42 debris removal limit (25% of the loss, ACV)
- 1,000.00 less deductible
\$25,889.42 ACV
(this item not approved on consent calendar)

ACTION ITEM #IM-2: The Committee recommends we approve an endorsement that was issued on the County's policy effective April 1, 2016, adding (8) foreclosed properties, which resulted in an additional premium of \$99.00.

ACTION ITEM #IM-3: The Committee recommends we advertise and accept sealed bids for General Liability Insurance with a due date of September 14, 2016.

Moved by Commissioner Kowalski and supported by Commissioner Adrian to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

POLL #1: RETAIN ATTORNEY WILLIAM PFEIFER TO FILE AN APPEAL IN THREE COURT CASES

Finance Committee Chairman, Lyle VanWormer, presented poll #1 to retain attorney William Pfeifer to file an appeal in three child care cases.

ACTION ITEM: Recommendation to retain attorney William Pfeifer to file an appeal in three cases and authorize payment of legal fees for these appeals in an amount up to \$5,000.00 at this time, with funds out of line item #101-200-964.

Moved by Commissioner VanWormer supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

POLL #2: TEMPORARY HELP, IF NECESSARY, IN EQUALIZATION DEPARTMENT

Finance Committee Chairman, Lyle VanWormer, presented poll #2, a request for temporary help, if necessary, in the Equalization Department.

ACTION ITEM: Recommendation to approve authorizing temporary help, if necessary, for the Equalization Department due to an employee leave.

Moved by Commissioner VanWormer supported by Commissioner Lawson to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

POLL #3: EQUALIZATION DEPARTMENT L-4029

Personnel Committee Chairman, Eric Lawson, presented the L-4029 for the Equalization Department.

ACTION ITEM: Recommendation to approve the L-4029 for the Equalization Department and authorize the Chairman and the Clerk to sign it.

Moved by Commissioner Lawson supported by Commissioner McDonald to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

2017-2019 REGION 9 AREA AGENCY ON AGING/NEMCSA MULTI-YEAR IMPLEMENTATION PLAN

Commissioner Hess, Commissioner Appointee, to the Region 9 Area Agency on Aging/NEMCSA presented the 2017-2019 Multi-Year Implementation Plan. Laurie Sauer, Director, of the Region 9 Area Agency on Aging/NEMCSA was present to answer any questions.

ACTION ITEM: Recommendation to approve the 2017-2019 Multi-Year Implementation Plan for NEMCSA as presented.

Moved by Commissioner Hess supported by Commissioner Adrian to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

HUNT GRANT APPLICATION

D/Lt. Stuart Sharp, HUNT, presented a HUNT grant application.

ACTION ITEM: Recommendation to approve the HUNT Grant Application 10-1-16/9-30-17 and any grant budget adjustments as necessary and as presented.

Moved by Commissioner Kowalski supported by Commissioner Adrian to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

INSURANCE SETTLEMENT ON AVERY STREET

Finance Chairman Lyle VanWormer, presented the insurance claim for Avery Street from the Finance Committee to full board.

ACTION ITEM: Recommendation to refer the Avery Street insurance claim back to the Insurance Committee for further research.

Moved by Commissioner VanWormer supported by Commissioner McDonald to approve the action item above. Motion carried.

NORTHERN MICHIGAN COUNTIES APPOINTMENT

Chairman Cameron Habermehl, appointed Commissioner Kowalski and himself as alternate to the Northern Michigan Counties Board. Moved by Commissioner VanWormer supported by Commissioner Hess to concur with the Chairmans appointment. Motion carried.

PUBLIC COMMENT

none

Moved by Commissioner Kowalski and supported by Commissioner Nerkowski to adjourn. Motion carried. Meeting adjourned at 1:24 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
July 26, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on July 26, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by Kip Burke, of the Gideon's International.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. EXCUSED: Commissioner Nerkowski.

AGENDA

Moved by Commissioner Kowalski and supported by Commissioner McDonald to approve the agenda with the addition of a 911 operating surcharge re-authorization proposal resolution and the annual MERS meeting. Motion carried.

PUBLIC COMMENT

Persons requesting tax/assessment availability on the county website were: Tim Rumbles-Northern Abstract Title, Kathy Savich-Thunder Bay Title, Cindy Limback-REMAX, Shannon Johnson-Johnson & Schulze P.C., Nick Montie-Thunder Bay Area Credit Union, Marie Williams-Boldrey, Senchuk, Rouleau & Williams CPAs PC, Steve Shaw-Homewaters Recreational Real Estate and Wayne Lewis of Lewis & Lewis Professional Surveying, Inc.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session -June 28, 2016**

B) **Personnel Committee** - July 8, 2016 (Special)
July 12, 2016

ACTION ITEM #PM-1: The Committee recommends that we fill the MSU clerical position by posting and advertising if needed for a half time position.

C) **Airport Committee** - June 29, 2016 (Special)
July 13, 2016

D) **Sealed Bid Opening** - July 13, 2016

E) **Finance/Building Maintenance and Recreation Committee** - July 20, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$123,166.41	\$123,166.41
Per Diems & Mileage	\$ 1,895.92	\$ 1,895.92

ACTION ITEM #FM-1: The Committee recommends we accept the bid for the purchase of two 2013 Ford Explorers (which are set up as a police package already) from Chicago Motors in the amount of \$33,000 and a \$3,000 trade in value for two ford crown victorias, for a total commitment of \$30,000, with funds out of line item # 205-302-977.002.

ACTION ITEM #FM-2: The Committee recommends we approve the 2016 Emergency Management Performance Grant [EMPG] (10-1-15/9-30-16) renewal in the amount of \$10,224.00 with an in kind county match of (\$5,112.00), as presented and authorize the Chairman of the Board to sign all pertaining documents.

ACTION ITEM #FM-3: The Committee recommends we authorize a ballot initiative to continue to provide for the possibility of raising the 911 surcharge voter renewal up to \$3.00.

ACTION ITEM #FM-4: The Committee recommends we approve the purchase of a computer for 911 from SCW in the amount of \$614.88, out of line item #211-325-970.

ACTION ITEM #FM-5: The Committee recommends we approve the purchase of (3) 40 inch 4k Monitors for 911 from SCW in the amount of \$449.02 each, for a total of \$1,347.06, with funds out of line item # 211-325-970 and that the County Treasurer can adjust line items if necessary.

ACTION ITEM #FM-6: The Committee recommends we authorize the Maintenance Superintendent to hold a "Silent Auction" to sell surplus inventory.

ACTION ITEM #FM-7: The Committee recommends that the Passenger Facility Charge Equity Fund line item # 295-000-393 be reduced by \$2,697.30, with the amount being transferred to the Airport Cash line item # 295-000-001 to cover an increase in the Airport Consulting line item # 296-536-805.

ACTION ITEM #FM-8: The Committee recommends we authorize the Sheriff's office to seek bids for the purchase of uniforms.

ACTION ITEM #FM-9: The Committee recommends we approve Second Quarter Budget Adjustments as presented.

ACTION ITEM #FM-10: The Committee recommends we approve the transfer from Landfill Professional Fees (budgeted \$160,000), into the Recycling fund, in the amount of \$10,000.

F) Central Dispatch Policy & Procedures Committee - July 20, 2016

Moved by Commissioner Hess and supported by Commissioner VanWormer to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Commissioner Nerkowski excused. Motion carried.

AMERESCO REPORT

Diane Mills, Director of Engineering and Operations at Ameresco presented a year 2 measurement and verification report.

2015 COUNTY AUDIT REPORT

Mark Sandula, Certified Public Accountant, Straley Lamp & Kraenzlein PC, Certified Public Accountants presented the 2015 County Audit report.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the 2015 County audit report as presented. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Commissioner Nerkowski excused. Motion carried.

ALPENA PUBLIC SCHOOLS/ALPENA HIGH SCHOOL WILDCAT ROBOTICS

Melissa Doubek, APS/AHS Lead Mentor and the Wildcat Robotics team performed a robotics demonstration.

RECESS

Chairman Habermehl declared a five minute recess and called the meeting back to order.

PROPERTY INFORMATION ON THE WEB

Lyle VanWormer, Chairman of Finance Committee, explained that the County Equalization department recently converted from Pontem to BS&A. In this process, property information that was available on the county website is no longer available. The County has a proposal from BS&A in the amount of \$11,500 for this service. Mickey Kroll, Equalization Manager, explained that during the conversion some information converted incorrectly. They are working on fixing this before anything is posted on the website. Commissioners will research options and will send a recommendation to the Finance Committee.

Moved by Commissioner Hess and supported by Commissioner VanWormer to refer the BS&A proposal to display property information on the website back to the Finance Committee. Motion carried.

NORTHERN LIGHTS ARENA SURCHARGE

Lyle VanWormer, Chairman of Finance Committee presented a request to spend funds from the reserve surcharge fund equity, with the following recommended by the Finance Committee.

ACTION ITEM #FM-11: The Committee recommends we authorize the County Treasurer to reimburse NLAC for reimbursement from the surcharge fund, in the amount of \$1,432.69, out of line item # 580-900-975 for the following items:

- | | |
|-----------------------|----------|
| 1) Lakeshore Plumbing | \$599.54 |
| 2) Denflo Siding | \$775.86 |
| 3) Home Depot | \$ 57.29 |

Moved by Commissioner VanWormer and supported by Commissioner McDonald to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Commissioner Nerkowski excused. Motion carried.

NORTHERN LIGHTS ARENA ICE TIME SURCHARGE

Lyle VanWormer, Chairman of Finance Committee presented a request to spend funds from the reserve surcharge fund equity, with the following recommended by the Finance Committee.

ACTION ITEM #FM-12: The Committee recommends we approve a transfer in the amount of \$84.25, Northern Lights Arena Ice Time Surcharge line item #580-000-394 into Northern Lights Arena fund balance line item #580-000-390, with the funds staying in savings.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Commissioner Nerkowski excused. Motion carried.

911 OPERATING SURCHARGE RESOLUTION

Mark Gurisko, 911/EMC, presented 911 operating surcharge re-authorization

proposal resolution.

Moved by Commissioner Adrian and supported by Commissioner Kowalski to approve the 911 operating surcharge re-authorization proposal resolution upon attorney approval. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Commissioner Nerkowski excused. Motion carried.

MERS ANNUAL MEETING

Bonnie Friedrichs, County Clerk, informed the board that there were no employees interested in attending the MERS annual meeting as an employee delegate, but she would like to attend as the employer delegate.

Moved by Commissioner Adrian and supported by Commissioner Lawson to allow the County Clerk to attend the MERS annual meeting as the employer delegate. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Commissioner Nerkowski excused. Motion carried.

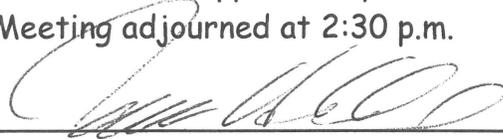
APPOINT JAIL COMMITTEE

Chairman Cameron Habermehl, appointed Commissioners Lawson, Hess and McDonald to the Jail Committee. Moved by Commissioner VanWormer and supported by Commissioner Kowalski to concur with the Chairmans appointment. Motion carried.

PUBLIC COMMENT

none

Moved by Commissioner Hess and supported by Commissioner VanWormer to adjourn. Motion carried. Meeting adjourned at 2:30 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
August 30, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on August 30, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by Pastor Jack Williams of Huron Shores Fellowship.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl.

AGENDA

Moved by Commissioner Kowalski and supported by Commissioner Nerkowski to approve the agenda with the removal of the transfer of funds for airport terminal grant. Motion carried.

PUBLIC COMMENT

Persons requesting tax/assessment availability on the county website were: Jackie Krawczak, CEO of the Alpena Area Chamber of Commerce; Marie Twite, Alpena Township Supervisor; Wayne Lewis of Lewis & Lewis Professional Surveying; Nick Montie of Thunder Bay Area Credit Union; Tim Rumbles of Northern Abstract; Nancy Montie of Besser Credit Union; Kathy Savich of Thunder Bay Title; and Shannon Johnson- of Johnson & Schulze P.C.

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -July 26, 2016

- B) **Central Dispatch Policy & Procedures Committee** - July 28, 2016

ACTION ITEM CDPPC #1: The Committee recommends we approve the Alpena County Central Medical Service policy: IV-Acute Care

Center Dispatch [ACC Trailer] policy as presented.

ACTION ITEM CDPPC #2: The Committee recommends we delete the Alpena County Central Dispatch Volume I-General Policies: 1-23 Alert Tests policy as presented.

ACTION ITEM CDPPC #3: The Committee recommends we approve the Alpena County Central Dispatch Volume I-General Policies: 1-15 Telephone Problems policy as presented.

ACTION ITEM CDPPC #4: The Committee recommends we approve the Alpena County Central Medical Service Policies: IV-16 MMHC-A (formerly ARMC) Service Changes Directives policy as presented.

ACTION ITEM CDPPC #5: The Committee recommends we approve the Alpena County Central Dispatch Fire Service Policies: III-9 Individual Department Unique Responses policy as presented.

C) **Sealed Bids - August 10, 2016**
Alpena County Sheriff's Office Uniforms
IT Department Security Cameras

D) **Finance/Building Maintenance and Recreation Committee - August 17, 2016**

ACTION ITEM #FM-3: The Committee recommends that we create an agreement between Alpena County and Presque Isle County for the annual or monthly reimbursement to Alpena County of 911 funds spent dispatching fire and EMS calls for Presque Isle Township.

ACTION ITEM #FM-4: The Committee recommends that we authorize the budget for line item #211-325-977.001 (Viper System) be increased by \$8,065.00 for the fiber connection, and \$6,494.00 for the multi-node configurations with Roscommon County. The total of \$14,559.00 to come from the 911 surcharge fund.

ACTION ITEM #FM-5: The Committee recommends we accept the bid for security

cameras from American Widget in the amount of \$6,394.00 with funds out of line item #402-234-980.251. American Widget will also provide a one year manufacturer warranty on replacement cameras and labor.

ACTION ITEM #FM-6: The Committee recommends we accept the bid for uniforms from Nye Uniforms, with funds out of line item #101-301-746, for the Alpena County Sheriff's Office.

ACTION ITEM #FM-7: The Committee recommends we approve the ORV Grant application for the Alpena County Sheriff's Office, which is 100% funded, in the amount of \$8,146.00, for the term (10-1-16/9-30-17) as presented.

ACTION ITEM #FM-8: The Committee recommends we approve a Snowmobile Grant application in the total amount \$20,596.00, which is 85% funded (\$17,506.60) , with a 15% local match (\$3,089.40) for the Alpena County Sheriff's Department for the term of (10-1-16/4-30-17) as presented.

ACTION ITEM #FM-9: The Committee recommends we approve the Alpena County Sheriff's Office (SRP) Secondary Road Patrol Grant for the term 10-1-16/9-30-17 in the TOTAL amount of \$85,263.79. The grant amount from the organization is \$53,754.00, the County's match \$31,509.79 as presented.

ACTION ITEM #FM-10: The Committee recommends we approve the increase in the Ammunition expense line item by \$685.27 which is the amount of the proceeds from the Alpena County Sheriff's Office selling three fire arms to Ryan's Guns, LLC.

ACTION ITEM #FM-11: The Committee recommends we approve the Montmorency, Oscoda, Alpena Landfill Chief Financial Officer Letter and all pertaining documents upon Attorney approval and authorize the Chairman of the Board to sign all pertaining documents.

ACTION ITEM #FM-12: The Committee recommends we authorize the Maintenance Superintendent to proceed with repair of brickwork at the Plaza Pool. DeRocher Masonry will perform the work in the amount of \$14,800.00 with funds out of line item # 631-266-

975.078.

ACTION ITEM #FM-13: The Committee recommends we renew a 3-year subscription with Munetrix (financial dashboard), with funds out of line item # 101-200-807.

ACTION ITEM #FM-15: The Committee recommends we increase the Professional Services Humane Society line item # 101-430-801.001 by \$13,350.46. This is the amount determined to be additional expenses for Animal Control in the M-65 Animal Control case. The December 2015 full board approved up to \$15,000.00 on the consent calendar fm#14. Release payment extra cost for Animal Control.

- E) **Insurance Committee - August 17, 2016**
- F) **Alpena County Court Committee - August 18, 2016**
- G) **Ambulance Committee - August 25, 2016**

ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #91 from Green Township Fire Department for MFR training, for Melissa Kauffman in the reimbursement amount of \$400.00 per the Ambulance Fund policy.

ACTION ITEM #AM-2: The Committee recommends that we increase the Ambulance Fund expense line item 210-651-977 by \$5,661 to pay for Ambulance Fund Request from the City of Alpena for a 5% local match for the purchase of automated CPR Devices.

- H) **Personnel Committee -August 25, 2016**

ACTION ITEM #PM-1: The Committee recommends we allow the District Court to advertise and post the position of Drug Court Probation Officer, develop an eligibility list for hiring, and to fill the vacancy.

ACTION ITEM #PM-2: The Committee recommends we authorize the filling of the Board Secretary position by advertising with a starting date yet to be determined.

ACTION ITEM #PM-3: The Committee recommends we approve changes to the Blue

Cross Policy and Personnel Policies and Procedures concerning employee notifications for benefits.

ACTION ITEM #PM-4: The Committee recommends that we approve hiring a full-time animal control officer under the Sheriff's Department.
(not approved on consent calendar)

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

**HIRING A FULL-TIME ANIMAL CONTROL OFFICER
UNDER THE SHERIFF'S OFFICE**

Personnel Committee -August 25, 2016

ACTION ITEM #PM-4: The Committee recommends that we approve hiring a full-time animal control officer under the Sheriff's Department.

Moved by Commissioner VanWormer and supported by Commissioner Adrian to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson, and Habermehl. NAYS: Commissioner McDonald. Motion carried.

POLL BS&A PROPOSAL ASSESSING, TAX & P.R.E. AUDIT

Finance Committee Chairman Lyle VanWormer, presented the following poll. He was advised by the Equalization Manager that the assessing, tax and P.R.E. Audit information was on the county website as of 9:00 a.m. this morning.

ACTION ITEM #FM-2 : Recommendation that the County move forward with the BS&A proposal for assessing, tax and P.R.E. Audit information with a disclaimer on it, in the amount of \$11,550.00, with funds out of line item #101-958-834.001 through the end of 2017 and that the County considers it for the 2018 budget year.

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl.

NAYS: None. Motion carried.

FAA GRANT FOR A NEW AIRPORT TERMINAL DESIGN

Steve Smigelski, Airport Manager, presented the FAA Grant for the Airports new terminal design.

ACTION ITEM: Recommendation that the grant for the engineering and design of a new airport terminal be adopted and authorize the Chairman of the Board to sign it along with a resolution and any other pertinent documents that may be required.

Moved by Commissioner Adrian and supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

RS&H CONTRACT FOR PROFESSIONAL ENGINEERING SERVICE FOR THE NEW AIRPORT TERMINAL

Steve Smigelski, Airport Manager, presented the RS&H Contract for Professional Engineering Service (Terminal).

ACTION ITEM: Recommendation to approve the contract for Professional Engineering Services, in the amount of \$960,000.00, the FAA share is \$912,000.00, MDOT share \$24,000.00, and the County share is \$24,000.00, for the engineering and design of a new airport terminal be adopted and authorize the Chairman of the Board to sign it along with a resolution and any other pertinent documents that may be required.

Moved by Commissioner Lawson and supported by Commissioner Hess to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

FY2017 CHILD CARE FUND BUDGET REVISION

Janelle Packer, Juvenile Officer, presented the FY2017 Child Care Fund Budget Revision.

ACTION ITEM #FM-1: The Committee recommends we approve the updated FY2017 Child Care Fund budget and authorize the Chairman of the Board electronically approve the budget and sign all pertaining documents.

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

NORTHERN LIGHTS ARENA REIMBURSEMENT FROM SURCHARGE FUND

Lyle VanWormer, Chairman of Finance Committee, presented a request to spend funds from the reserve surcharge fund equity, with the following recommended to Approve by the Finance Committee.

ACTION ITEM #FM-14: The Committee recommends we authorize the County Treasurer to reimburse NLAC for reimbursement from the surcharge fund, in the amount of \$1,206.62, out of line item # 580-900-975 for the following items:

- | | |
|----------------------|----------|
| 1) Alpena Glass Co. | \$354.33 |
| 2) Weinkauf Plumbing | \$852.29 |

Moved by Commissioner VanWormer and supported by Commissioner Kowalski to approve the action item above. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

MSU EXTENSION ANNUAL REPORT

Lisa Anderson, MSU Extension, presented the MSU Extension Annual Report and congratulated Val Golding on her retirement.

COMMUNITY CORRECTIONS GRANT

Commissioner Hess, CCAB Representative, informed fellow commissioners that the Community Corrections Grant was denied.

Moved by Commissioner Hess and supported by Commissioner VanWormer that a letter be sent to the MDOC, with cc's to Senator Jim Stamas, Representative Peter Pettalia and Diane Rekowski at NEMCOG requesting that they reinstate the grant and to authorize the Chairman of the Board to sign it. Motion carried.

DAM INSPECTIONS

Lyle VanWormer, Chairman of Finance Committee, presented the Beaver Lake and Long Lake Dam inspection agreements.

ACTION ITEM: Recommendation to authorize Spicer Group to perform (Dam Inspections)- lake level inspections and inspection reports for Beaver Lake, with funds out of line item # 101-275-801 and Long Lake with funds out of line item # 101-275-802.002 in the amount of \$575.00 each for a total of \$1,150.00, and to authorize the Chairman of the Board to sign them.

Moved by Commissioner VanWormer and supported by Commissioner Adrian to approve the action item above. Roll call vote was taken: **AYES:** Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Motion carried.

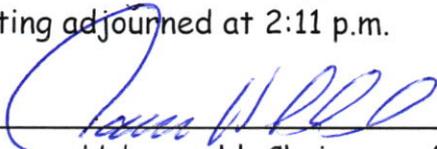
PUBLIC COMMENT

Jackie Krawczak, CEO of the Alpena Area Chamber of Commerce, expressed appreciation, on behalf of area businesses that the property tax information is now available on the County website at no cost to them.

Ed Black, Alpena County Prosecuting Attorney presented information on upcoming legislation.

Commissioner VanWormer announced that Alpena County will be donating the Christmas tree to the City of Alpena that will be on display at Culligan Plaza.

Moved by Commissioner VanWormer and supported by Commissioner Hess to adjourn. Motion carried. Meeting adjourned at 2:11 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk

WORKSHOP SESSION OF THE COMMITTEE OF THE WHOLE

September 15, 2016 - 9:00 a.m.

The Committee of the Whole met in workshop session.

COMMISSIONERS PRESENT: Jeff Kowalski
Camille Nerkowski
Mary Hess
Ron McDonald
Eric Lawson
Cam Habermehl

COMMISSIONERS ABSENT: Robert Adrian (Excused)
Lyle VanWormer (Excused)

OTHERS PRESENT: Kim Ludlow, Treasurer
Bonnie Friedrichs, Clerk
Tammy Sumerix-Bates, Executive Manager
Tim McGuire, Michigan Association of Counties
Steve Rennell, BSA Software

MEDIA PRESENT: WBKB-TV

INFORMATION ITEM: Tim McGuire, Michigan Association of Counties, gave a report on services that MAC provides to the Counties and issues such as revenue sharing, state PILT payments, Dark Store issues, new County Commissioner classes, short term disability, Worker's Comp, Prescription drug program, and Blue Cross.

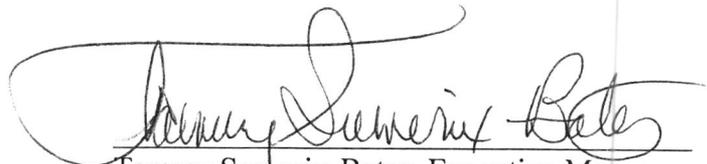
INFORMATION ITEM: Steve Rennell, BS&A Software, presented information on what services their company can offer the County. He reported that 88% of the Counties use BS&A for equalization services, 86% for tax services, and 45% for financials. The yearly service charge is close to what we are currently paying. Questions and answer period followed. Financing can be spread over more than one year.

Moved by Commissioner Nerkowski and supported by Commissioner Kowalski to adjourn.
Motion carried.

i.

Meeting adjourned at 10:17 a.m.

Cam Habermehl, Chairman of the Board



Tammy Sumerix-Bates, Executive Manager

OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
September 27, 2016
1:00 p.m.

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on September 27, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by Pastor Jack Williams as Pastor of Huron Shores Fellowship and Alpena County Sheriff's Office Chaplain and there was a Moment of Silence for Peter Pettalia.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl.

AGENDA

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the agenda with the addition of four Equalization Department items and Resolution #16-16 of Support for Parks Commission grants. Motion carried.

PUBLIC COMMENT

Marie Twite, Alpena Township Supervisor, commented on the Equalization Department and requested to be informed on the status of the director position.

Steve Wilson, Alpena Agency, commented on the general liability insurance bid he submitted and the services his company provides.

Steve Lappan, Lappan Agency, commented on the general liability insurance bid he submitted and the services his company provides.

Bonnie Friedrichs, as a private citizen, read a document commemorating National Tell A Police Officer "Thank you" Day -September 17, 2016, from the staff in the Alpena County Clerk's office.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -August 30, 2016
Committee of the Whole - September 15, 2016 (Special)

- B) **Airport Committee** -September 7, 2016

ACTION ITEM #AC-1: The Committee recommends renewing the Land Lease Agreement for Richard McTaggart for 25 years, and that the Chairman of the Board signs the Land Lease Agreement, and any other pertinent paperwork.

ACTION ITEM #AC-2: The Committee recommends renewing the Land Lease Agreement for James Gaasch, Raymond Bock, Kenneth Lauer, and David Dierking for 25 years, and that the Chairman of the Board signs the Land Lease Agreement, and any other pertinent paperwork.

ACTION ITEM #AC-3: The Committee recommends beginning the Grant Approval process for the 2016-2017 Michigan Air Service marketing Grant for presentation to the Finance Committee and the Full Board.

- C) **Personnel Committee** -September 13, 2016

ACTION ITEM #PM-1: The Committee recommends we approve a letter of understanding with Gale Owen from Base Security as presented.

ACTION ITEM #PM-2: The Committee recommends that the Prosecutor be authorized to pursue funding for a part-time Crime Victims Rights person with no cost to the County.

ACTION ITEM #PM-3: The Committee recommends to reaffirm that all employees are to be at the start rate at the hire date unless approved by the Personnel Committee.

D) **Alpena County Court Committee** - September 13, 2016

E) **Insurance Committee** - September 14, 2016

ACTION ITEM #IM: The Committee recommends we accept the insurance settlement offer from Lappan Agency in the amount of \$37,913.43, for claim # 180246, in which a fire destroyed a (foreclosed) residential building on 334 Avery Street, date of occurrence, April 19, 2016, and to authorize the Chairman of the Board to sign it.

Insurance Committee - September 22, 2016

F) **Sealed Bid Opening** - September 14, 2016
General Liability & Property Insurance Bids

G) **Finance/Building Maintenance and Recreation Committee** - September 21, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$78,655.51	\$78,655.51
Per Diems & Mileage	\$ 2,656.01	\$ 2,656.01

ACTION ITEM #FM-1: The Committee recommends we approve the Office of Highway Safety Planning Grant for Seat Belt Enforcement/Operating While Impaired Enforcement Grant total \$11,000.00, with no county match and to authorize the Chairman of the Board to sign.

ACTION ITEM #FM-2: The Committee recommends we approve the FY2015 Homeland Security Grant Program-Operation Stonegarden (Sheriff's marine patrol) in the amount of \$50,130.00 (reimbursable funds), with no county match, and to authorize the Chairman of the Board to sign.

ACTION ITEM #FM-3: The Committee recommends we increase the Sheriff's Office budgeted expense line item # 264-362-701, in the amount of \$4,000.00. The funds are for corrections officer training.

ACTION ITEM #FM-4: The Committee recommends we authorize Sergeant Scott Gagnon of the Alpena County Sheriff's Office to seek replacement of two correction officers 12 weeks prior to the positions being vacant to provide corrections training, contingent upon receiving written notification from the employees leaving.

ACTION ITEM #FM-5: The Committee recommends we approve the SUPERMICRO NAS Sharing three (3) year Agreement between Alpena County and the City of Alpena related to co-purchasing identical Supermicro SuperServer SSG-6028R-E1CR16 devices, in the amount of \$11,770.00, which will be split with the City of Alpena. (\$5,885.00 each).

H) **Central Dispatch Policy & Procedures Committee** - September 21, 2016

I) **Ambulance Committee** - September 26, 2016

ACTION ITEM #AM-1: The Committee recommends we approve Ambulance Fund Request #92 from Maple Ridge Township Fire Department for MFR training, for Jason Erard, Shaelyn Rondeau and Jim Price at \$400.00 each, in the total reimbursement amount of \$1,200.00 per the Ambulance Fund policy. Training dates 8-22-16/11-7-16.

ACTION ITEM #AM-2: The Committee recommends we approve Ambulance Fund Request #93 from Hubbard Lake Volunteer Fire Department for MFR training, for Danial Cohoon, in the amount of \$400.00, in the total reimbursement amount of \$400.00 per the Ambulance Fund Policy. Training dates 8-22-16/11-7-16.

ACTION ITEM #AM-3: The Committee recommends we approve Ambulance Fund Request #94 from Long Rapids Fire Department for MFR training, for Zachary Goff, in the amount of \$400.00, in the total reimbursement amount of \$400.00 per the Ambulance Fund Policy. Training dates 8-22-16/11-7-16.

Moved by Commissioner Kowalski and supported by Commissioner Hess to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

RECYCLING UPDATE

Stan Mischley, Manager of the Resource Recovery Center, provided a hand out and gave an update on recycling. He plans on updating the board every 4 months.

RECYCLING RESOLUTION #16-15

Lyle VanWormer, Chairman of Finance Committee, presented a revised Resolution #16-15 Imposing a Recycling Surcharge of up to \$20.00 per year, per household. The resolution allows local units of government within Alpena County to enter into interlocal agreements with Alpena County relating to the collection and disposition of the surcharge, thus far all interlocal agreements have been approved, with the exception of Sanborn Township, at this time.

Moved by Commissioner Vanwormer and supported by Commissioner Nerkowski to approve revised Resolution #16-15, which has been approved by the County attorney and to authorize the Chairman of the Board and County Clerk to sign. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

INSURANCE BIDS

Cameron Habermehl, Chairman of Insurance Committee, presented insurance bids received as follows: Alpena Agency \$90,985 and Lappan Agency \$90,659.

Moved by Commissioner Kowalski and supported by Commissioner Adrian to accept the insurance bid from Lappan Agency. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Hess and Lawson. NAYS: Nerkowski, VanWormer, McDonald, and Habermehl. Motion failed.

Moved by Commissioner VanWormer and supported by Commissioner McDonald to accept the insurance bid from Alpena Agency. Roll call vote was taken: AYES: Nerkowski, VanWormer, McDonald, and Habermehl. NAYS: Commissioners Kowalski, Adrian, Hess and Lawson. Motion failed.

EQUALIZATION FORM L-4029

Eric Lawson, Chairman of Personnel Committee, presented the Equalization L-4029 form.

Moved by Commissioner Lawson and supported by Commissioner McDonald to approve the Equalization L-4029 form prepared by Preston Community Services and to authorize the Chairman of the Board and County Clerk to sign. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

SEEK EQUALIZATION DIRECTOR POSITION

Eric Lawson, Chairman of Personnel Committee, informed the Board that Preston Community Services contract will expire on September 30, 2016 and requested permission to seek an interim contractual Equalization Director.

Moved by Commissioner Lawson and supported by Commissioner Kowalski to seek an interim contractual Equalization Director, until such time that the County would hire an Equalization Director. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson, and Habermehl. NAYS: Commissioner McDonald. Motion carried.

REINSTATE EQUALIZATION DEPARTMENT SENIOR APPRAISER PAY DURING INTERIM DIRECTOR PERIOD

Eric Lawson, Chairman of Personnel Committee, presented a request that the Equalization Department's Senior Appraiser pay increase be reinstated by \$1.00 per hour.

Moved by Commissioner Lawson and supported by Commissioner Hess that the Equalization Department's Senior Appraiser pay increase be reinstated by \$1.00 per hour above the current rate during the absence of a department head. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, Hess, McDonald, Lawson, and Habermehl. NAYS: Commissioner VanWormer. Motion carried.

ADVERTISE FOR EQUALIZATION DIRECTOR

Eric Lawson, Chairman of Personnel Committee, presented a request to advertise for a full time Equalization Director.

Moved by Commissioner Lawson and supported by Commissioner Hess to advertise for a full time Equalization Director. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, Lawson, and Habermehl. NAYS: Commissioner McDonald. Motion carried.

RESOLUTION #16-16 PARKS/MI DNR TRUST FUND GRANT PROGRAM

Jeff Kowalski, Alpena County Parks and Recreation Commission Chairman, presented Resolution #16-16.

Moved by Commissioner Kowalski and supported by Commissioner Adrian to approve Resolution #16-16 of Support for the Alpena County Parks Bath House and Boat Launch Reconstruction projects in regards to the DNR Grant and authorize the Chairman of the Board to sign it. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

PUBLIC COMMENT

Marie Twite, Alpena Township Supervisor, commented on the Equalization Department Director position.

Ed Black, Alpena County Prosecuting Attorney, gave an update on the Prosecutor's office work load.

ADJOURNMENT

Moved by Commissioner McDonald and supported by Commissioner Nerkowski to adjourn. Motion carried. Meeting adjourned at 2:01 p.m.

Cameron Habermehl, Chairman of the Board

Bonnie Friedrichs, County Clerk

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
October 25, 2016
1:00 p.m.**

The Alpena County Board of Commissioners met in the Howard Male Conference Room in the County Annex building in the City of Alpena on October 25, 2016 at 1:00 p.m.

The meeting was called to order by Chairman Habermehl who called for the Pledge of Allegiance.

PRAYER

Prayer was offered by Pastor Rich George of Alpena Free Methodist Church.

ROLL CALL

Roll was called, the following Commissioners present: Kowalski, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. Excused: Commissioner Adrian.

AGENDA

Moved by Commissioner Nerkowski and supported by Commissioner Hess to approve the agenda with the addition of the Budget Committee minutes of October 24, 2016. Motion carried.

PUBLIC COMMENT

Paul Wolne, Wellington Township, commented on Advanced Board of Review requirements.

CONSENT CALENDAR

CONSENT CALENDAR:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session -September 27, 2016
Intergovernmental Council - October 6, 2016
- B) **IT Committee** - October 5, 2016
- C) 1) **Personnel Committee** - October 6, 2017
2) **Personnel Committee** - October 11, 2016

ACTION ITEM #PM2-1: The Committee recommends that Ron Meneghel be reappointed to the Alpena County Library Board for a five year term effective 1/1/17 through 12/31/21.

ACTION ITEM #PM2-2: The Committee recommends that the following three individuals be reappointed and appointed to the following positions on the Alpena County Planning Commission for three year terms from 1/1/17 through 12/31/19:

Fred Wegmeyer - Agriculture, Forestry and Land Use
Chuck LeFebvre - Community & Economic Development
Steve Dean - Arts, Culture, and Entertainment

ACTION ITEM #PM2-3: The Committee recommends that Dave Guthrie be appointed to the Alpena County Parks and Recreation Commission for a three year term from 1/1/17 through 12/31/19.

ACTION ITEM #PM2-4: The Committee recommends that Barbara Cornell be reappointed to the Department of Human Services Board for a three year term from 1/1/17 through 12/31/19.

ACTION ITEM #PM2-5: The Committee recommends that Steve Dean be appointed to the Northeast Michigan Community Mental Health Board for a three year term from 1/1/17 through 3/31/20.

ACTION ITEM #PM2-6: The Committee recommends to reappoint Mike Torok to the Central Dispatch Policies and Procedures Committee for a two year term to begin 1/1/17 though 12/31/18.

ACTION ITEM #PM2-7: The Committee recommends we approve the following:

- 1) Home Improvement Director - work a minimum of 30 hours/week with a maximum of 40 hours/week with current salary.
- 2) Public Conservator- work a minimum of 35 hours/week with a maximum of 40 hours/week with current salary
- 3) District Court Administrator - work a minimum of 35 hours/week with a maximum of 40 hours/week with current salary
- 4) Magistrate - work a minimum of 21 hours/week with a

maximum of 40 hours/week with current salary

The above four positions require department head approval for overtime over 40 hours/week.

- 5) Assistant Prosecutor, works a minimum of 40 hours per week and that the salary be set at \$47,476 effective December 1, 2016.

C) **3) Personnel Committee - October 20, 2016**

ACTION ITEM #PM3-1: The Committee recommends we appoint Bonnie Krajniak to the Alpena County Parks and Recreation Commission to be effective immediately and run through 12/31/18.

ACTION ITEM #PM3-2: The Committee recommends we approve a Letter of Understanding with COAM regarding the lieutenant position to be effective November 6, 2016.

ACTION ITEM #PM3-3: The Committee recommends we approve the MERS Resolution as presented.

D) **Airport Committee - October 12, 2016**

ACTION ITEM #AC-1: The Committee recommends approving Bay Rental Leasing dba Avis Rent-A-Car's one-year lease extension with the new monthly lease amount of \$355.97. (11-1-16/10-31-17)

E) **1) Budget Committee - October 13, 2016**

ACTION ITEM #BC1-1: The Committee recommends we reduce the wages for a new County Drain Commissioner by 10% effective January 1, 2017.

2) Budget Committee - October 21, 2016

ACTION ITEM #BC2-1: The Committee recommends we approve an emergency roof replacement at DHS building out of the FIA/MDOT reserve line item in the amount of \$66,000.
(This item not approved on consent calendar)

ACTION ITEM #BC2-2: The Committee recommends that we proceed with the health care proposal as presented and we opt out of Public Act 152 and continue with the custom cap for 2017.

ACTION ITEM #BC2-3: The Committee recommends we accept the BS & A software proposal for \$109,300 with funding to be spread over three budget years.

3) Budget Committee - October 24, 2016

ACTION ITEM #BC3-1: The Committee recommends that the Crime Victims Rights position be moved from 35 to 40 hours and to apply for grant funding to cover the additional funding effective January 1, 2017.

ACTION ITEM #BC3-2: The Committee recommends that we approve funding of contractual services for mental health of 4 hrs/week at the cost of \$10,250 per year being included in the contract for inmate health services at the Sheriff's Office for the 2017 contract and budget.

F) Finance/Building Maintenance and Recreation Committee - October 19, 2016

	SUBMITTED:	APPROVED:
General Fund & other funds	\$75,691.83	\$75,691.83
Per Diems & Mileage	\$ 4,176.66	\$ 4,176.66

ACTION ITEM #FM-1: The Committee recommends we approve the purchase of an automatic entry door opener for the Veterans Affairs office, in the amount of \$2,740.00, with funds out of line item #267-683-931.

ACTION ITEM #FM-2: The Committee recommends we authorize the Sheriff to sell used dive equipment (dry suits).

ACTION ITEM #FM-3: The Committee recommends we approve the agreement between Rapid Results and Adult DWI/Drug Court (88th Judicial District Court/Montmorency County) for the term 10-1-16/9-30-17.

ACTION ITEM #FM-4: The Committee recommends we approve the Airport Managers request to reverse a previously requested transaction to transfer \$2,697.30 from the Passenger Facility Charge Reserve Account line

item # 295-000-393 and transfer the amount to the Airport Cash line item #295-000-001 to cover an increase in Airport Consulting Services line item # 295-536-805.

- ACTION ITEM #FM-5:** The Committee recommends we approve the purchase of (10) Office Suite licenses for new replacement computers in the amount of \$2,601.14 from CDWG, with funds out of line item # 101-958-728.
- ACTION ITEM #FM-6:** The Committee recommends we approve the Third Quarter Budget Adjustments as presented.
- ACTION ITEM #FM-7:** The Committee recommends Alpena County continue to provide 911 dispatch services for Presque Isle County through the end of the year, December 31, 2016.
- ACTION ITEM #FM-8:** The Committee recommends that the attorney line item #101-200-964 be increased by \$10,000.00 by transferring it from the contingency fund.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: **AYES:** Commissioners Kowalski, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Commissioner Adrian excused. Motion carried.

DEPARTMENT OF HUMAN SERVICES EMERGENCY ROOF REPLACEMENT
Budget Committee - October 24, 2016

Finance Chairman Lyle VanWormer presented a request to approve an emergency roof replacement at DHS.

Moved by Commissioner VanWormer and supported by Commissioner Hess to approve an emergency roof replacement at the Department Human Service building out of the FIA/MDOT reserve line item in the amount of \$66,761. Roll call vote was taken: **AYES:** Commissioners Kowalski, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. **NAYS:** None. Commissioner Adrian excused. Motion carried.

Commissioner Adrian arrived at 1:07 p.m.

EQUALIZATION DEPARTMENT 2016 APPORTIONMENT REPORT & RESOLUTION

Ted Somers, Alpena County Equalization Department, Senior Appraiser, presented the 2016 Apportionment Report and Resolution #16-17, Approving the 2016 Apportionment Report Pursuant to Michigan Compiled Law 211.37. He explained that the recap for the apportionment report serves as a recap for the millage rates. Upon receipt of a PIN number from the State Tax Commission the online report will be submitted.

Moved by Commissioner Kowalski and supported by Commissioner Lawson to approve the 2016 Apportionment Report and Resolution #16-17 and to authorize the Chairman of the Board to sign all pertaining documents. Roll call vote was taken: AYES: Commissioners Kowalski, Adrian, Nerkowski, VanWormer, Hess, McDonald, Lawson, and Habermehl. NAYS: None. Motion carried.

RECOGNITION OF BOARD SECRETARY

Chairman Habermehl expressed appreciation to Laura Ellery-Somers for her 12 years of service to the County of Alpena and wished her well in her new endeavor of serving as Alpena Township Treasurer.

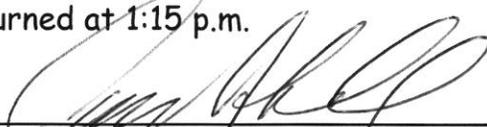
PUBLIC COMMENT

Steve Lappan, Lappan Agency, commented on his services as the County's insurance agent, as well as, insurance claims and aggregate coverage on his current insurance bid.

Commissioner McDonald commented on a 4-H banquet he recently attended at the merchants building and awards that were given out to the youth.

ADJOURNMENT

Moved by Commissioner Kowalski and supported by Commissioner McDonald to adjourn. Motion carried. Meeting adjourned at 1:15 p.m.



Cameron Habermehl, Chairman of the Board



Bonnie Friedrichs, County Clerk