

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, September 16, 2026 – 9:00 a.m.
Howard Male Conference Room/Zoom

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

Others Present: Jesse Osmer, County Administrator
Mick Higgins, Airport Manager
Amanda Repke, Chief Deputy Treasurer
Nick Akins, Maintenance Superintendent
Holly Akins, Fairgrounds Manager
Jeremy Winterstein, Alpena Rink Management
Jessica Henry, Alpena Rink Management

CALL TO ORDER

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

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

APPROVE AGENDA

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

None.

AIRPORT MONTHLY UPDATE

Airport Manager Mick Higgins presented the monthly airport update:

- Enplanement numbers were down this month but up 570 for the year.
- Retail fuel sales were up but low lead sales were down last month.
- Equipment is good and they have started to go through everything for the winter.
- The Navy F-18 was here August 14th through the 28th and are already scheduled to come back again next year. The airport is picking up exercises on a regular basis.
- The Bold Quest exercise brought between 2,500 to 2,800 troops on the field representing 29 countries.
- Currently there are 16 F-16s at the airport and they are planning on coming in every year.
- Groundwork has started for the T-hangars. They are about a week behind as far as the schedule goes due to a delay with some of the products.
- There is no project number yet for the new snowblower or rotary plow. There is still discussion about what equipment they will receive.
- All paperwork has been submitted and is in process with the FAA for the airport layout plan.

- Discussion was made on the Alpena Grounds Services contract. Manager Higgins reported things haven't been going well and AGS took a zero-turn mower of theirs, which was the only one left that was running. Manager Higgins is stopping by Don's Ford today to discuss pricing on a replacement. Discussion was made to start converting some of their staff over to the county so they can get trained before winter.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave the monthly maintenance update:

- Backflow preventer maintenance has been finished. Everywhere a boiler is located there needs to be a backflow preventer test.
- Two sprinkler systems at two properties are not used so they were cut, capped, and photos were sent to the state for removal off the listing.
- Fire suppression is starting this week along with the fire extinguishers.
- Sherwin Williams has a clear coat that can be put on the sculpture at Fremont Park and County Administrator Jesse Osmer is working to get permission from the artist before applying. There is a clear coating as well for the concrete to prevent rust staining costing approximately \$200 for one quart, which should be enough for the project. Administrator Osmer reported that he may be able to get grant funding through the Community Foundation.
- Maintenance received and marked two of their new trucks from Enterprise and are waiting on the status of the one-ton vehicle to see if it is being manufactured.
- To winterize the parks, the air pump needed to be serviced. Superintendent Akins would like to receive a map from each park manager identifying where each shut off valve is located.
- The parks' gates are in good working conditions and should be very helpful when they begin with cleanups.
- Painting in the offices of the courthouse has started.

NORTHERN LIGHTS ARENA MONTHLY REPORTS

Jeremy Winterstein with Alpena Rink Management gave the monthly rink update:

- A curb in front of the building was replaced along with a section of sidewalk on the edge of the parking lot by the pond.
- They have been busy coming into to the early part of the season and working on scheduling.
- The four backflow preventers were taken care of this month; fire suppression was done a month ago; and fire extinguishers will be due around January.
- On Friday the floor of the main sheet of ice will be turned on to get it up and running over the next week to take them into season this year.

NLA 2nd QUARTER REIMBURSEMENT REQUEST

Chief Deputy Treasurer Amanda Repke presented the 2nd quarter reimbursement request from Alpena Rink Management in the amount of \$7,800.00 for review and approval. The \$7,800.00 was already approved to be paid pending receipt of the 2nd quarter reimbursement documentation. Discussion was made at a previous meeting that funds from the stairwell project could be moved

to the dehumidifier project. Jeremy reported that even though the stair project has been scrapped a railing will need to be paid for out of the stairwell line item.

Discussion was made about possibly filtering water and reusing it to save money. Years ago, the water bill was \$4,000 a year and now is close to \$10,000. Zamboni has also come up with a new system that does not require as much hot water.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to recommend approval to pay the reimbursement request as presented. Roll call vote was taken: AYES: Commissioners Fournier, Konarzewski, and Britton. NAYS: Commissioner Kozlowski. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the 2nd quarter reimbursement request from Alpena Rink Management for Northern Lights Arena in the amount of \$7,800.00 as presented.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to recommend approval of the NLA budget adjustment as presented. Roll call vote was taken: AYES: Commissioners Fournier, Konarzewski, Kozlowski, and Britton. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the Northern Lights Arena budget adjustment to reduce Egress Stairwell line item 272-763-975.001 in the amount of \$7,800.00 and increase Dehumidifier Repair line item 272-763-975.003 in the amount of \$7,800.00 to pay the Alpena Rink Management's 2nd quarter reimbursement for Northern Lights Arena as presented.

MSU EXTENSION OFFICES

County Administrator Jesse Osmer reported earlier this year there had been discussion about possibly moving the MSU Extension offices from the fairgrounds to the basement of the Annex Building. The County currently covers 100% of the utilities, including the phone bill, for operations at their current facility and the downstairs of the Annex already has all utilities running. Doing so would create other options for use of that building. Other than costing overtime for the Maintenance team to assist with moving, this would not cost the County any additional money. Administrator Osmer recommends allowing them to finish their work this year and move just before the first of the year.

Chair Britton reported that Juvenile Officer Janelle Mott had concerns about dislocating the three offices that are currently used down there once a week for counseling. Administrator Osmer reported there is adequate room with a lot of empty space available. The Committee will walk down to the basement after the meeting to review the space availability.

Discussion was made about how at certain times of the year the location of the building on the property is useful for clinics and Administrator Osmer would look for options to find something smaller for them to use during those times.

UPPER ANNEX MURAL PROJECT

Administrator Osmer discussed installation of a mural in the hallway of the upper annex to brighten up that dark part of building as a lot of kids go through there. The project would require minimal work by the Maintenance team and would be completed by students attending schools in Alpena

County. The mural supplies would be paid out a fund controlled by the Juvenile Division at no cost to the general fund.

Moved by Commissioner Konarzewski and supported by Commissioner Fournier to recommend approval of the Upper Annex Mural Project as presented. Motion carried.

ACTION ITEM #3: The Committee recommends approval of a mural project for the hallway of the upper annex building completed by students attending schools in Alpena County with mural supplies to be paid out of a fund controlled by the Juvenile Division as presented.

RESTRUCTURING PARKS AND RECREATION

Administrator Osmer reported that moving into the fiscal year 2027 budget the county needs to start building up fund balances to expand and fix things up to put into different projects. One option is to move the Alpena County Fairgrounds under the purview of the Alpena County Parks & Recreation Commission. The parks' fund currently has a healthy fund balance and this move could give potential opportunities for improvements to the fairgrounds. Currently the fairgrounds are costing the county to have it in the general fund budget.

RECYCLING REPORTS

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

FAIRGROUND MANAGER REPORTS

Fairground Manager Holly Akins presented the Fairground Manager monthly reports to receive and file noting several issues with the Fair Board this year. Discussion was made about the need for a better contract that benefits everyone. Chair Britton asked that Manager Akins and Supertindent Akins bring back a marked-up copy of the contract with their comments.

***Next Meeting: Wednesday, October 16, 2026, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Fournier to adjourn the meeting with support from Commissioner Kozlowski. The meeting adjourned at 10:25 a.m.

Todd Britton, Chair

kvm