

FINANCE WAYS & MEANS COMMITTEE
MEETING MINUTES
Tuesday, October 13, 2026 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Board Chairman
Bill Peterson, Finance Chair
William LaHaie
Dan Ludlow
Lucille Bray
Brenda Fournier
Todd Britton
Travis Konarzewski

Others Present: Jesse Osmer, County Administrator
Keri Bertrand, County Clerk
Cindy Cebula, Treasurer
Sheriff Erik Smith
Kim Elkie, Central Dispatch Director
Ted Somers, Equalization Director

CALL TO ORDER

Chair Bill Peterson called the meeting to order at 9:30 a.m.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ROLL CALL

Roll call was taken. All committee members present.

ADOPT AGENDA

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to adopt the agenda as presented.
Motion carried.

PUBLIC COMMENT

None.

BILLS TO PAY

Chair Peterson presented the bills to pay for approval.

SUBMITTED:

APPROVED:

General Funds & Other Funds	\$167,043.30	\$167,043.30
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Moved by Commissioner LaHaie and supported by Commissioner Bray to approve paying the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

COUNTY TREASURER MONTHLY REPORTS

Treasurer Cindy Cebula presented the monthly financial reports for September 2026.

Moved by Commissioner Ludlow and supported by Commissioner LaHaie to approve receiving and filing the monthly Treasurer's reports for September 2026 as presented. Motion carried.

MMP BUDGET ADJUSTMENT

County Administrator Jesse Osmer presented a budget adjustment request and an invoice for the Materials Management Planning Clean Sweep Program for approval. This was a reimbursement grant received.

Moved by Commissioner Konarzewski and supported by Commissioner Britton to approve the MMP budget adjustment and invoice as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #3: The Committee recommends approval to increase line item 297-523-550.005 Clean Sweep Program by \$2,714 for a grant received for the Materials Management Planning and to increase line 297-523-820.001 Serv Agreement - Clean Sweep Program by \$2,714 and approval to pay invoice #2098 from NMMMA in the amount of \$2,713.42 as presented.

THIRD QUARTER BUDGET ADJUSTMENTS

Treasurer Cebula presented the third quarter budget adjustments for approval.

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

ACTION ITEM #4: The Committee recommends approval of the 3rd Quarter Budget Adjustments as presented.

2026 ALPENA COUNTY APPORTIONMENT REPORT

Equalization Director Ted Somers presented the 2026 Alpena County Apportionment Report.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to approve the 2026 Alpena County Apportionment Report as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #5: The Committee recommends approval of the 2026 Alpena County Apportionment Report as presented.

PROSECUTOR'S OFFICE BUDGET ADJUSTMENT

Prosecutor Cynthia Muszynski presented a budget adjustment request memo for approval. The Prosecutor's Office was awarded a reimbursement grant earlier this year and written in the grant was the potential for taking on a part-time contractual prosecutor and for expert witness fees. She is asking for funds to be put into those line items.

Moved by Commissioner Kozlowski and supported by Commissioner Konarzewski to approve the Prosecutor's Office budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #6: The Committee recommends approval to increase line item 101-296-811.001 Expert Testimony Witness Fees in the amount of \$1,275 and increase line item 101-296-704.000 Contractual PA Wages in the amount of \$6,500 as presented.

URGENT NEEDS GRANT APPLICATION-EMERGENCY SHELTER TRAILER

Emergency Manager Sgt. J.P. Ritter presented a Community Foundation Urgent Needs grant application to outfit an emergency shelter trailer in the amount of \$5,000 for approval. The total needed for the trailer supplies is \$12,240. The remaining \$7,240 in supplies will be purchased with future grant requests.

Moved by Commissioner Bray and supported by Commissioner Konarzewski to approve the Community Foundation Urgent Needs grant application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #7: The Committee recommends approval of the Community Foundation Urgent Needs Grant Application to outfit an emergency shelter trailer with supplies in the amount of \$5,000 as presented.

FY27 DNR-ORV LAW ENFORCEMENT PROGRAM GRANT APPLICATION

Sgt. Ritter presented the FY27 DNR-ORV Law Enforcement Program grant application in the amount of \$15,000 for approval. The \$15,000 has already been approved by the DNR.

Moved by Commissioner Ludlow and supported by Commissioner LaHaie to approve the FY27 DNR-ORV Law Enforcement Program grant application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #8: The Committee recommends approval of the FY27 DNR-ORV Law Enforcement Program Grant Application for the Sheriff's Office in the amount of \$15,000, with no county match, effective October 1, 2026, through September 30, 2027, as presented.

FY27 DNR-SNOWMOBILE LAW ENFORCEMENT PROGRAM GRANT APPLICATION

Sgt. Ritter presented the FY27 DNR-Snowmobile Law Enforcement Program grant application in the amount of \$3,000 with a county match of \$450 for approval.

Moved by Commissioner Konarzewski and supported by Commissioner Britton to approve the FY27 DNR-Snowmobile Law Enforcement Program grant application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #9: The Committee recommends approval of the FY27 DNR-Snowmobile Law Enforcement Grant Application for the Sheriff's Office in the amount of \$3,000, with an organizational match of \$2,550 and a county match of \$450, effective October 1, 2026, through April 30, 2027, as presented.

DONATION OF INCIDENT COMMAND TRUCK

Sgt. Ritter reported the incident command truck at the Sheriff's Office has not been used in a few years and they are looking to either donate or try to sell it. Discussion was made to try to sell the truck on the auction website. Sgt. Ritter reported there is a second vehicle, an old ambulance, that was used for the diving vehicle that could also be listed.

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to recommend approval to use the auction site to try to sell the two Sheriff's Office vehicles for 30 days as presented. Motion carried.

ACTION ITEM #10: The Committee recommends approval to list the Sheriff's Office incident command truck and old diving ambulance on the auction website for 30 days and bring back details as presented.

GRANT MAPPING EXPENDITURE LINE ITEM

Central Dispatch Director Kim Elkie reported that Central Dispatch recently received three State of Michigan grants for indoor mapping of critical infrastructure. She is seeking approval for the creation of Professional Services line item 261-325-801.001 and increase that line in the amount of \$36,926 to correspond with the grant funds received and approval to pay the invoices for the grant project.

Moved by Commissioner Ludlow and supported by Commissioner Britton to recommend approval of the Central Dispatch line item creation, increase of line item, and pay outstanding grant mapping invoices as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #11: The Committee recommends approval for the Treasurer's Office to create expenditure line item 261-325-801.001 Professional Services; increase the line in the amount of \$36,926 to correspond to grant funds received and approval to pay the invoices totaling \$36,926 from the new line item for the grant project completion as presented.

FREEDOM RECOVERY RESOLUTION #26-15

County Administrator Jesse Osmer presented Resolution #26-15 Opioid Settlement Spending Plan for Freedom Recovery in the amount of \$30,000.

ALPENA COUNTY BOARD OF COMMISSIONERS
OCTOBER 13, 2026
RESOLUTION TO ADOPT OPIOID SETTLEMENT SPENDING PLAN
RESOLUTION #26-15

WHEREAS, Alpena County participated and signed on in national litigation against manufacturers, distributors and pharmacies for their role in the opioid and overdose crisis; and

WHEREAS, the Board of Commissioners has the ability to file lawsuits for any forthcoming opioid-related settlements; and

WHEREAS, the use of opioid settlement funds must meet certain requirements as outlined in Settlement Agreement Exhibit E and by the definition of opioid remediation as outlined in the settlement agreements; and

WHEREAS, by the approval of the Opioid Remediation Fund Steering Committee, in consultation with the Alpena County Administrator, Freedom Recovery Center has been awarded funding in the amount of \$30,000; and

WHEREAS, the Alpena County Opioid Remediation Fund Steering Committee does now present this expenditure of Opioid Remediation Funds to the Board of Commissioners on October 13, 2026; and

WHEREAS, it is the recommendation of the Opioid Remediation Fund Steering Committee that the Board of Commissioners direct the execution of release of these funds at their earliest convenience;

WHEREAS, the Alpena County Administrator has reviewed all applications and has attended the open meetings held by the Opioid Remediation Fund Steering Committee, and has determined all actions allowable and having met the criteria for reporting compliance, does concur;

THEREFORE, BE IT RESOLVED, the Alpena County Board of Commissioners hereby adopts the above-described spending of opioid settlement funds, directs staff to proceed with agreements with mentioned recipients for services related to prevention, harm reduction, treatment, and recovery and authorizes the County Administrator to sign on behalf of Alpena County.

BE IT FURTHER RESOLVED, no funds will be distributed until the fully executed agreements have been received by Alpena County.

Moved by Commissioner LaHaie and supported by Commissioner Bray to adopt Resolution #26-15 Opioid Settlement Spending Plan for Freedom Recovery as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

SUNRISE CENTRE RESOLUTION #26-16

Administrator Osmer presented Resolution #26-16 Opioid Settlement Spending Plan for Sunrise Centre in the amount of \$95,000.

ALPENA COUNTY BOARD OF COMMISSIONERS
OCTOBER 13, 2026
RESOLUTION TO ADOPT OPIOID SETTLEMENT SPENDING PLAN
RESOLUTION #26-16

WHEREAS, Alpena County participated and signed on in national litigation against manufacturers, distributors and pharmacies for their role in the opioid and overdose crisis; and

WHEREAS, the Board of Commissioners has the ability to file lawsuits for any forthcoming opioid-related settlements; and

WHEREAS, the use of opioid settlement funds must meet certain requirements as outlined in Settlement Agreement Exhibit E and by the definition of opioid remediation as outlined in the settlement agreements; and

WHEREAS, by the approval of the Opioid Remediation Fund Steering Committee, in consultation with the Alpena County Administrator, Sunrise Centre has been awarded funding in the amount of \$95,000; and

WHEREAS, the Alpena County Opioid Remediation Fund Steering Committee does now present this expenditure of Opioid Remediation Funds to the Board of Commissioners on October 13, 2026; and

WHEREAS, it is the recommendation of the Opioid Remediation Fund Steering Committee that the Board of Commissioners direct the execution of release of these funds at their earliest convenience;

WHEREAS, the Alpena County Administrator has reviewed all applications and has attended the open meetings held by the Opioid Remediation Fund Steering Committee, and has determined all actions allowable and having met the criteria for reporting compliance, does concur;

THEREFORE, BE IT RESOLVED, the Alpena County Board of Commissioners hereby adopts the above-described spending of opioid settlement funds, directs staff to proceed with agreements with mentioned recipients for services related to prevention, harm reduction, treatment, and recovery and authorizes the County Administrator to sign on behalf of Alpena County.

BE IT FURTHER RESOLVED, no funds will be distributed until the fully executed agreements have been received by Alpena County.

Moved by Commissioner Ludlow and supported by Commissioner LaHaie to adopt Resolution #26-16 Opioid Settlement Spending Plan for Sunrise Centre as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

CATHOLIC HUMAN SERVICES RESOLUTION #26-17

Administrator Osmer presented Resolution #26-17 Opioid Settlement Spending Plan for Catholic Human Services in the amount of \$48,161.20.

ALPENA COUNTY BOARD OF COMMISSIONERS
OCTOBER 13, 2026
RESOLUTION TO ADOPT OPIOID SETTLEMENT SPENDING PLAN
RESOLUTION #26-17

WHEREAS, Alpena County participated and signed on in national litigation against manufacturers, distributors and pharmacies for their role in the opioid and overdose crisis; and

WHEREAS, the Board of Commissioners has the ability to file lawsuits for any forthcoming opioid-related settlements; and

WHEREAS, the use of opioid settlement funds must meet certain requirements as outlined in Settlement Agreement Exhibit E and by the definition of opioid remediation as outlined in the settlement agreements; and

WHEREAS, by the approval of the Opioid Remediation Fund Steering Committee, in consultation with the Alpena County Administrator, Catholic Human Services has been awarded funding in the amount of \$48,161.20; and

WHEREAS, the Alpena County Opioid Remediation Fund Steering Committee does now present this expenditure of Opioid Remediation Funds to the Board of Commissioners on October 13, 2026; and

WHEREAS, it is the recommendation of the Opioid Remediation Fund Steering Committee that the Board of Commissioners direct the execution of release of these funds at their earliest convenience;

WHEREAS, the Alpena County Administrator has reviewed all applications and has attended the open meetings held by the Opioid Remediation Fund Steering Committee, and has determined all actions allowable and having met the criteria for reporting compliance, does concur;

THEREFORE, BE IT RESOLVED, the Alpena County Board of Commissioners hereby adopts the above-described spending of opioid settlement funds, directs staff to proceed with agreements with mentioned recipients for services related to prevention, harm reduction, treatment, and recovery and authorizes the County Administrator to sign on behalf of Alpena County.

BE IT FURTHER RESOLVED, no funds will be distributed until the fully executed agreements have been received by Alpena County.

Moved by Commissioner Bray and supported by Commissioner Fournier to adopt Resolution #26-17 Opioid Settlement Spending Plan for Catholic Human Services as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

DOWN SYNDROME AWARENESS MONTH RESOLUTION #26-18

RESOLUTION NO. 26-18

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALPENA COUNTY, MICHIGAN, DESIGNATING OCTOBER AS DOWN SYNDROME AWARENESS MONTH

WHEREAS, Down syndrome (trisomy 21) is the most common chromosomal condition, occurring in approximately 1 in every 700 births in the United States, across all races, ethnicities, and socio-economic backgrounds; and

WHEREAS, individuals with Down syndrome possess a wide range of unique abilities, talents, and strengths, and they actively enrich our local schools, workplaces, and community organizations; and

WHEREAS, advances in early intervention, healthcare access, therapeutic services, and inclusive education have allowed individuals with Down syndrome to live longer, healthier, and more independent lives than ever before; and

WHEREAS, public awareness, education, and advocacy remain vital to breaking down social barriers, correcting misconceptions, and ensuring equal opportunity for individuals with developmental disabilities; and

WHEREAS, Alpena County is firmly committed to promoting principles of inclusion, accessibility, and dignity, ensuring all residents have the necessary support systems to fulfill their potential and achieve their individual goals; and

WHEREAS, since the 1980s, the month of October has been recognized nationally as Down Syndrome Awareness Month to celebrate the achievements of individuals with Down syndrome, their families, and their caregivers;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Alpena County, Michigan, hereby officially designates October as **Down Syndrome Awareness Month** in Alpena County.

BE IT FURTHER RESOLVED that the Board urges all residents, businesses, and civic organizations to join in celebrating the vital contributions of our neighbors with Down syndrome and to foster an environment of true belonging and opportunity for all.

PASSED AND ADOPTED this 13th day of October, 2026.

Administrator Osmer noted there are two resolution tributes that will be presented, one today at 11:30 a.m. to Maddox McClintic at AHS and the other to Sadie Couture at a future date for their involvement, advocacy, and promotion of Down syndrome awareness in the community of Alpena.

Moved by Commissioner Konarzewski and supported by Commissioner Kozlowski to recommend approval to adopt Resolution #26-18 Down Syndrome Awareness Month as presented. Motion carried.

FY2027 CONTRACTUAL ATTORNEY FEE ADJUSTMENTS

Administrator Osmer reported the contractual attorney fee adjustments for 2027 were previously discussed at a meeting and tabled. He is bringing the memo back to the board for review and approval. Commissioner Kozlowski recommended all attorneys be compensated \$4,200 each month with the part time attorney at \$1,900.

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to recommend approval of the contractual attorney's wages with changes as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #15: The Committee recommends approval of the FY27/28 Contractual Attorney Fees Adjustments as presented.

ROAD NAME SIGNS

Administrator Osmer on behalf of Alpena County Road Commission Manager Ryan Brege presented a memo requesting payment in the amount of \$2,280.49 from the Ambulance Fund in order for them to purchase 76 road name signs.

Moved by Commissioner Kozlowski and supported by Commissioner Ludlow to recommend approval to pay the Road Commission for road signs as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #17: The Committee recommends approval to pay the Alpena County Road Commission for 76 road name signs from the Ambulance Fund line item 210-651-972.002 in the amount of \$2,280.49 as presented.

RISE & REPORT

Moved by Commissioner Fournier and supported by Commissioner Ludlow to rise and report. Motion carried.

CONSENT CALENDAR

Board Chairman John Kozlowski presented the consent calendar for approval:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – September 22, 2026 (*Minutes only)**
- B) **Special Full Board Meeting Minutes – October 6, 2026**
- C) **Central Dispatch Committee Meeting Minutes – September 17, 2026**

ACTION ITEM CDC-#1: The Committee recommends to approve the following actions: Approve as presented I-02 Must Know Information, I-27 Interpreter Services Procedure, II-09 NMMATF Mutual Aid Requests Policy, II-12 Law Enforcement Information Network (LEIN) Policy, II-14 Misc. Conditions – Issues Policy, II-17 Sheriff's Office After-Hours Call-Out Policy, II-21 Security Cameras Policy and IV-13 ALS Standby Policy; approve as amended III-03 General Radio

Procedures; table I-09 Animal Control Officer Policy; delete IV-15 Acute Care Center (ACC) Trailer Dispatch Policy.

- D) **Local Emergency Planning Committee Meeting Minutes** – September 17, 2026
- E) **Local Planning Team Meeting Minutes** – September 17, 2026
- F) **Personnel Committee Meeting Minutes** – October 6, 2026

ACTION ITEM #PC-1: The Committee recommends approval of the updated job description for the Alpena County Plaza Pool Director as presented.

Pulled from Consent Calendar.

ACTION ITEM #PC-2: The Committee recommends approval of the Michigan Fraternal Order of Police Labor Council representing Full Time Road Patrol Deputies contract as presented.

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

PLAZA POOL DIRECTOR JOB DESCRIPTION

Chairman Kozlowski will get his questions answered regarding the updated job description for the Plaza Pool Director and bring the job description back to a future meeting.

PAYROLL ADJUSTMENT DISCUSSION

Chairman Kozlowski reported the payroll adjustment memo was presented at the Personnel Committee meeting and Commissioner Britton had questions regarding the history of wage increases. The memo was brought back to the full board for consideration to get the numbers added into the budget.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve the FY27 Payroll Adjustments as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Konarzewski, and Kozlowski. NAYS: Commissioner Britton. Motion carried.

ACTION ITEM #17: Recommendation to approve the FY27 Payroll Adjustment memo as presented.

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Bray and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting was adjourned at 10:13 a.m.

John Kozlowski, Board Chairman

Keri Bertrand, County Clerk

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