

GRANTS AND CONTRACTS COMMITTEE  
MEETING MINUTES

Thursday, June 11, 2026 – 10:00 a.m.  
Howard Male Conference Room/Zoom

Commissioners Present: Dan Ludlow, Chair  
Lucille Bray  
John Kozlowski

Others Present: Jesse Osmer, County Administrator  
Nick Akins, Maintenance Superintendent

CALL TO ORDER

Chair Dan Ludlow called the meeting to order at 10:01 a.m.

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

ROLL CALL

All committee members present.

APPROVE AGENDA

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

PUBLIC COMMENT

None.

DHD4 RENTAL DISCUSSION

County Administrator Jesse Osmer presented discussion on the rentals at the DHD4 building. Currently the building is leased by the Health Department, NEMCSA, and Dental Clinics North. Different rates are charged for different square footage in the building. He is unsure how the math was previously worked out but recommends a flat fee for square footage for fairness and he would like to begin advertising that space is available for rent.

NEMCSA has moved to wanting a one-year lease rather than a multi-year lease in which there should be an additional charge if leasing yearly versus locking in for multiple years.

Maintenance Superintendent Nick Akins reported there are major issues within DHD4's HVAC system. A couple of years ago it was quoted to be replaced at approximately \$150,000.00. Discussion was made on repairing rather than replacing. The item will be added to the Facilities meeting for further discussion.

Discussion was made on the amount of money that could potentially be spent on the DHD4 building before it reverts back to the college in 2037 and the possibility of the county taking ownership and not having it revert back.

The Committee will review the contracts and bring back rate recommendations.

FAIRGROUNDS USE FORM

Administrator Osmer presented the Agreement for Rental or Use of the Alpena County Fairgrounds. Discussion was made that once this agreement is updated everyone needs to be held accountable to the standards set and the need to enforce the rules that are already in place. The Committee will review and bring back change recommendations to the next meeting.

#### REPORTING FORM FOR OPIOID REMEDIATION FUNDING

Discussion was made on the type of reporting and how the board would like the reports to be structured when an organization receives opioid remediation funding. Chair Ludlow recommended adding the Treasurer into the discussion. Further information will be brought to a future meeting.

#### SUNRISE MISSION PARKING AGREEMENT

Administrator Osmer presented an updated parking agreement for Sunrise Mission. Administrator Osmer will include that vehicle insurance and registration are required.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to recommend approval of the parking agreement with the two modifications as presented. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the parking agreement with Sunrise Mission with the modifications that vehicle insurance and registration are required as presented.**

#### OTHER DISCUSSION

Commissioner Kozlowski presented discussion on agenda items that are not approved by a commissioner(s) at the committee level and go onto the consent calendar, if a commissioner that said no at the committee meeting says yes to the consent calendar, on the board action it looks like the commissioner agrees with the action item they originally said no to. Commissioner Kozlowski will research the topic and bring back information found.

**\*Next Meeting: Thursday, June 11, 2026, at 10:00 a.m. in the Howard Male Conference Room/Zoom Room**

#### ADJOURNMENT

Moved by Commissioner Bray to adjourn the meeting with support from Commissioner Kozlowski. The meeting adjourned at 11:14 a.m.

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Dan Ludlow, Chair

kvm