OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
Tuesday, July 28, 2026 – 1:00 p.m.
Howard Male Conference Room/Zoom Room

CALL TO ORDER

The Alpena County Board of Commissioners met, and the meeting was called to order by Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, July 28, 2026, at 1:00 p.m.

ROLL CALL

Roll was called with the following Commissioners present: Bill LaHaie, District #1; Dan Ludlow, District #2; Lucille Bray, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Todd Britton, District #6; Travis Konarzewski, District #7; and John Kozlowski, District #8.

PLEDGE OF ALLEGIANCE

Chairman Kozlowski called for the Pledge of Allegiance to the Flag of the United States of America.

AGENDA

Moved by Commissioner Peterson and supported by Commissioner Fournier to adopt the agenda with the addition of a budget increase request from the County Treasurer. Motion carried.

PUBLIC COMMENT

Connie Lucas invited the board to a community luncheon at the fair and handed out information regarding 4H and the Alpena County Fair Society.

BILLS TO PAY

Chairman Kozlowski presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	$115,535.13	$115,535.13

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

BUDGET ADJUSTMENT – TREASURER

Treasurer Cindy Cebula presented a request to increase line item 213-301-962.000 County Settlements in the amount of $492.00 due to the number of recapping's which causes a lot of money to be paid back to different units.

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

ACTION ITEM #2: Recommendation to approve increasing line item 213-301-962.000 County Settlements in the amount of $492.00 as presented.

CONSENT CALENDAR

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) **Finance Ways & Means Committee Meeting Minutes –** July 14, 2026

B) **Facilities, Capital & Strategic Planning Committee Meeting Minutes** – July 15, 2026

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

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

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

C) **Local Emergency Planning Committee Meeting Minutes** – July 16, 2026

ACTION ITEM #LEPC-1: The Committee recommends approval of the 2026, Besser, Frontier, Amrize (formerly Holcim) and Meijer Offsite Response Plans, as amended.

D) **Local Planning Team Meeting Minutes** – July 16, 2026

E) **Central Dispatch Committee Meeting Minutes** – July 16, 2026

ACTION ITEM #CDC-1: The Committee recommends to approve the I-10 Weather Watches and Warnings - Sirens Policy, I-15 Telephone Problems Policy, II-02 Special Services – Supervision Policy, II-05 Dispatch Response Plan for Bombs/Bomb Threats Policy, II-08Exceptions to (LE) Policy/Procedure, III-01 Incidents Requiring Fire Department Response Policy, III-08 Hazardous Material Incident Policy, III-10 Residential Lockout Policy, IV-02 Emergency Medical Dispatch Protocols/Policy, IV-04 Dispatch of Medical First Responders Policy, IV-08 Scene Safety Policy, IV-12 Closest Response Concept Policy and IV-18 MyMichigan EMS Mutual Aid Policy, as amended.

INFORMATIONAL ONLY

Parks & Recreation Meeting Minutes – June 10, 2026

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

NE MI COMMUNITY MENTAL HEALTH ANNUAL REPORT

Northeast Michigan Community Mental Health Executive Director Nena Sork presented the Annual Report for Fiscal Year 2025.

CITY OF ALPENA REIMBURSEMENT REQUEST

Fire Chief Andy Marceau presented a reimbursement request from the City of Alpena for drug box/drug kit restocking fees and for disposable EMS supply expenses both incurred from January 1, 2026, through June 30, 2026, totaling $25,536.59 per the Ambulance Service Agreement.

Moved by Commissioner LaHaie and supported by Commissioner Peterson to approve the reimbursement request from the City of Alpena as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #3: Recommendation to approve the reimbursement request from the City of Alpena for drug box/drug kit restocking fees incurred from January 1, 2026, through June 30, 2026, in the amount of $7,050.00 and reimbursement for disposable EMS supply expenses incurred during the same time frame in the amount of $25,536.59 for a total of $32,586.59 per the Ambulance Service Agreement as presented.

FY27 CRIME VICTIM RIGHTS GRANT

Victim Assistance Coordinator Julie Jackson presented the FY27 Crime Victim Rights Grant application in the amount of $77,079.00 with no County match for approval. Julie wanted to make the board aware that she recently received an email from the State of Michigan telling her there is a possibility of some of that money being taken away.

Moved by Commissioner Bray and supported by Commissioner Konarzewski to approve the FY27 Crime Victim Rights Grant as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #4: Recommendation to approve the FY27 Crime Victim Rights Grant for the Prosecutor's Office in the amount of $77,079.00, with no County match, and authorize the Chairman of the Board and/or County Administrator to sign any pertaining documents as presented. This has been sent to the Grant Review Committee.

ROD BUDGET ADJUSTMENT

Register of Deeds Mandy Smith presented a budget adjustment request to increase their Technology Equipment line item in the amount of $16,000 taking it from their Automation Fund. This is separate from the General Fund and would be used to pay the final bills for their software program change.

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

ACTION ITEM #5: Recommendation to approve increasing the Register of Deeds Technology Equipment line item 256-711-977.000 in the amount of $16,000.00 taking the amount from the Automation Fund Balance line item 256-000-390.000 as presented.

REPORTS OF SPECIAL OR AD HOC COMMITTEES

Chairman Kozlowski asked the committee chairs if they had anything they would like to give an update on, otherwise the minutes were attached in the packet.

COURTS & PUBLIC SAFETY COMMITTEE MEETING REPORTS

County Administrator Jesse Osmer presented the reports from the Courts & Public Safety Committee meeting that was cancelled on July 20th.

Moved by Commissioner Bray and supported by Commissioner Fournier to receive and file the July Courts & Public Safety Committee meeting reports as presented. Motion carried.

MDOT BUILDING HVAC SYSTEM

Administrator Osmer presented a budget adjustment memo to accommodate the work to address the HVAC issues at the MDOT building, located on airport property. This would be for the study and some of the preliminary work. The actual replacement will most likely go into next year's budget.

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

ACTION ITEM #6: Recommendation to approve the County Treasurer complete the following:

Increase / 295-959-932.001 / $23,000
(Create a line item for "Transfer in from Other Funds" / 295-595-699.000 – then increase that line item by same amount)

Decrease / 101-200-801.000 / Professional Services / $12,500

(Create a line item for "Transfer to Airport Fund" / 101-969-995.295 – then increase that item by same amount)

Decrease / 631-265-975.002 / Courthouse Office Improvements / $2,500
Increase / 631-265-995.000 / Transfer from Other Funds / $2,500

Decrease / 402-234-980.251 / Data Processing / $8,000
(Create a line item for "Transfer to Other Funds" / 402-295-995.000 – then increase that line item by same amount)

Journal entry to move the funds from the three "out" transfer items, listed about (101, 631, and 402) and transfer into the listed fund above (295).

CAMERAS (SMALL CLAIMS)

Administrator Osmer requested removal of this item from the agenda and instead replace it with discussion on the Emergency Manager job description.

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

EMERGENCY MANAGEMENT JOB DESCRIPTION

Administrator Osmer reported the board previously approved moving Emergency Management out to the Sheriff's Office with the request that a job description be produced. Sheriff Erik Smith drafted a job description and will be sent out to the board by close of business today for review. If the board approves and does not contact him by the close of business on Friday, the Sheriff will proceed with the process of hiring an Emergency Manager.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve proceeding with the process of hiring an Emergency Manager pending review of the job description as presented. Motion carried.

ACTION ITEM #7: Recommendation to approve the Sheriff moving forward with the process of hiring an Emergency Manager pending job description review by close of business Friday, July 31, 2026, as presented.

RESOLUTION #26-11 LANGUAGE FOR NOVEMBER BALLOT – HOSPTIAL

Administrator Osmer reported when the county owned the hospital, the county was taking in millage money and during the sale of the hospital there was still millage money coming in. It is illegal to pass those payments on to a private entity so they cannot be passed on to the hospital. The money could not be returned and cannot be used for any other purpose. The attorney created ballot language that would free up those funds and put the money into the general fund to be used for other services. Administrator Osmer is requesting approval to have this listed on the November ballot.

STATE OF MICHIGAN

At a meeting of the Board of Commissioners (the "Board") of the County of Alpena, State of Michigan (the "County") held on the 28th day of July, 2026, there were:

PRESENT: ____

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ABSENT: ____

The following resolution was offered by Commissioner _______________ and supported by Commissioner ________________:

RESOLUTION AUTHORIZING BALLOT PROPOSAL
(Authorization to Use Taxes Levied for Hospital Purposes for Other Purposes)

WHEREAS, on May 8, 2007, the electors approved a millage for ten years for the purpose of acquisition, construction and equipping of health care facilities by Alpena General Hospital (the "Hospital Millage");

WHEREAS, the County continues to hold and segregate the $20,452.65 as revenues from the Hospital Millage;

WHEREAS, the County no longer operates the Alpena General Hospital and thus cannot spend the remaining revenues according to the purpose authorized by the Hospital Millage; and

WHEREAS, the County determines it necessary to ask the qualified electors to authorize the use of the remaining revenues for other governmental purposes.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Alpena:

1. The Board hereby requests the Alpena County Clerk to call a special election of the County to be held on the regular election date of Tuesday, November 3, 2026.

2. The Proposal set forth on the attached Exhibit A shall be submitted to a vote of the qualified electors of the County at a special election to be held on the regular election date of Tuesday, November 3, 2026.

3. The Board hereby approves and certifies the Proposal to the Alpena County Clerk for submission to the qualified electors of the County and inclusion on the ballot on Tuesday, November 3, 2026.

4. The Chair or Secretary of the Board is hereby authorized and directed to certify the ballot question language by means of filing a certified copy of this Resolution with the Alpena County Clerk no later than 4:00 p.m. on Tuesday, August 11, 2026.

5. The Alpena County Clerk is hereby requested to:

a. Cause a newspaper published or of general circulation within the County to publish the Notice of Last Day of Registration and Notice of Election in accordance with the election law requirements;

b. Insert the Proposal summary information, in the form set forth in Exhibit B attached hereto or such other summary as provided by the Alpena County Administrator or his designee, in the Notice of Last Day of Registration and the Notice of Election;

c. Provide a proof copy of the ballots to the County and its legal counsel in sufficient time to allow the ballots to be proofread prior to printing.

6. The Chair or Secretary of the Board or the Alpena County Administrator is hereby authorized to take all actions as may be necessary or desirable, permitted by law, and not materially adverse to the County in accordance with this Resolution.

7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Adopted this 28th day of July, 2026.

YEAS: ____

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NAYS: ____

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners of the County of Alpena, State of Michigan at a meeting held on July 28, 2026, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

Dated: July __, 2026

____
Keri Bertrand
Alpena County Clerk

#29,487,155

EXHIBIT A

County of Alpena
Hospital Millage Reallocation Proposal

The voters previously approved a millage for the purpose of funding the acquisition, construction and equipping of health care facilities by Alpena General Hospital. The County no longer operates Alpena General Hospital but continues to hold approximately $20,000 in taxes levied for such purposes. The purpose of this proposal is to authorize such funds to be used for other governmental purposes.

Shall the County of Alpena, State of Michigan, be authorized to use $20,452.65, which constitutes taxes levied for the acquisition, construction and equipping of health care facilities by Alpena General Hospital, for any governmental purpose?

Yes ☐

No ☐

EXHIBIT B

SUMMARY OF PROPOSAL TO BE INSERTED IN THE NOTICE OF LAST DAY OF REGISTRATION AND THE NOTICE OF ELECTION

COUNTY OF ALPENA
____________________ PROPOSAL

The full text of the ballot proposal may be obtained at the administrative offices of Alpena County, 720 West Chisholm Street, Alpena, MI 49707, phone: 989-354-9500.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to approve Resolution #26-11 authorizing the ballot proposal as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

AHS TENNIS COURTS

Administrator Osmer reported Alpena High School had reached out with interest to acquire the tennis courts located on their property that are owned by the county. A letter was presented to the board allowing the high school to take possession of the courts.

Moved by Commissioner Britton and supported by Commissioner Ludlow to approve the transfer of the tennis courts to Alpena High School as presented. Motion carried.

ACTION ITEM #8: Recommendation to approve transferring ownership of the tennis courts located at Alpena High School to Alpena High School as presented.

CONTRACT DISCUSSION

Administrator Osmer reported over the couple of years there have been issues with the contract with Alpena Ground Services out at the airport and presented a letter of termination of the contract for approval. The contract will end on December 31, 2026, and the county would begin full operations January 1, 2027.

Moved by Commissioner Fournier and supported by Commissioner Britton to approve proceeding with the letter of termination of the contract with Alpena Ground Services effective December 31, 2026, as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #9: Recommendation to approve proceeding with a letter of termination of the contract with Alpena Ground Services effective December 31, 2026, as presented.

PUBLIC COMMENT

Connie Lucas inquired about the status of the Fairgrounds Use Agreement that was discussed at the last Grants and Contracts Committee meeting. The meeting was very negative against the Fair Society and 4-H.

ADJOURNMENT

Moved by Commissioner Britton and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting was adjourned at 1:48 p.m.

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John Kozlowski, Chairman of the Board

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Keri Bertrand, County Clerk