

GRANTS AND CONTRACTS COMMITTEE
MEETING MINUTES

Thursday, March 12, 2026 – 12:00 p.m.
Howard Male Conference Room/Zoom

Commissioners Present: Dan Ludlow, Chair
Lucille Bray
John Kozlowski

Others Present: Jesse Osmer, County Administrator
Logan Kemp, IT Director
Nic Modrzynski, Emergency Management Director
Kim Elkie, Central Dispatch Director (zoom)
Dave Guthie, Parks & Recreation Commission
Becky Rivard, Huron Engineering

CALL TO ORDER

Chairman Dan Ludlow called the meeting to order at 12:01 p.m.

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

APPROVE AGENDA

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

PUBLIC COMMENT

None.

FY25 EMERGENCY MANAGEMENT PERFORMANCE GRANT APPLICATION

Emergency Management Director Nic Modrzynski presented the FY25 Emergency Management Performance Grant application for review and approval. Previous Emergency Management Director Kim Elkie reported each year that they are notified when the grant comes out on how much they are proposed to receive and since her time in that position, it has gone down each year.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to approve the FY25 EMPG application as presented. Roll call vote was taken: AYES: Commissioners Bray, Kozlowski, and Ludlow. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of the 2025-26 Emergency Management Performance Grant renewal application in the amount of \$3,536.00 with an in-kind county match of \$1,768.00 with revenue posting to line item 101-426-548.000 as presented.

HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT APPLICATION

Director Modrzynski presented the MSP Emergency Management & Homeland Security Divisions 2025-26 Hazardous Materials Emergency Preparedness Grant application for review and approval.

Moved by Commissioner Kozlowski and supported by Commissioner Bray to approve the Hazardous Materials Emergency Preparedness Grant application as presented. Roll call vote was taken: AYES: Commissioners Bray, Kozlowski, and Ludlow. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the MSP Emergency Management & Homeland Security Divisions 2025-26 Hazardous Materials Emergency Preparedness Grant application in the amount of \$1,500.00 with a \$300 in-kind contribution (20%) and authorize the Local Emergency Planning Committee Chair to sign all pertaining documents as presented.

County Administrator Jesse Osmer noted there was no line item number created for grant match and asked that the committee request the Treasurer create a line item for grant match funds.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to approve the Treasurer to create a line item for grant match funds as presented. Motion carried.

ACTION ITEM #3: The Committee recommends approval for the Treasurer to create an expense line item number for Grant Match Funds in the Emergency Management budget as presented.

PENINSULA FIBER NETWORK SERVICE AGREEMENT

IT Director Logan Kemp requested to change the County's backup internet service provider from Spectrum to Peninsula Fiber Network and presented a service agreement for review and approval. PFN supports all 911 lines for the state, and they are very reliable. The change would reduce the monthly/yearly costs.

Moved by Commissioner Bray and supported by Commissioner Kozlowski to approve the Peninsula Fiber Network service agreement as presented. Roll call vote was taken: AYES: Commissioners Bray, Kozlowski, and Ludlow. NAYS: None. Motion carried.

ACTION ITEM #4: The Committee recommends approval of the five (5) year service agreement with Peninsula Fiber Network as presented.

ENTERPRISE LEASED VEHICLES

Administrator Osmer reported some of the vehicles for Grounds and Maintenance are coming up to the end of their lease terms. Discussion was made about whether to continue with Enterprise or look for different options. Before committing to anything Administrator Osmer will bring back more options to find the best value for the county.

ATTORNEY AGREEMENTS FOR LEGAL REPRESENTATION

Administrator Osmer presented the current attorney contracts for legal representation. The contracts expire at the end of December 2026. Once this committee has approved the contracts they will be sent to the Personnel Committee to notify attorneys of the openings for these positions and go through the interview process. At that point they will come back to the Grants and Contracts Committee for finalization. Administrator Osmer recommended the following increases:

- Emilee Manning's contract from \$1,700 to \$1,900 per month.
- Katy Conklin and Justin Wilson's contracts from \$3,800 to \$4,000 per month.

- Matt Wojda and Cristy VanMassenhove's contracts from \$3,800 to \$4,200 per month.

Administrator Osmer will get clarification on each of the attorney's assignments they work and bring back to a future meeting.

SPARKS GRANT UPDATE

Becky Rivard with Huron Engineering has been working with Parks Commission Vice-Chair Dave Guthrie on a SPARKS Grant for Sunken Lake Park. The County was awarded \$473,700 by the DNR for improvements to Sunken Lake Park through the grant. Many projects have been completed such as an ADA accessible campsite with associated connections between the playground and bathhouses; an additional playground; exercise station; wood chipped and improved all hiking trails; created an ADA accessible trail; additional benches and picnic tables; trail gates; upgraded electrical services to support larger campers; kayak boat launch; Mobi mat to the beach area; and added a gazebo in the day use area. The 2026 plan for the remaining \$110,000 will be fill for campsites near the lake; to install pavement millings; remark lots; produce a new map for use and publication on the website; and construct an observation platform on the island overlooking the lake. Currently, they have three (3) projects remaining. The goal is to complete all projects early summer and then close out the grant.

***Next Meeting: Thursday, April 16, 2026, at 10:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Kozlowski to adjourn the meeting with support from Commissioner Bray. The meeting adjourned at 12:53 p.m.

Dan Ludlow, Chair

kvm