

**Arenac County Board of Commissioners Meeting Minutes
Tuesday, September 9, 2025 @ 1:00 p.m.**

Present: Commissioners Harold Woolhiser, Sally Mrozinski, Roberta Burke, Lisa Salgat and Rachel Vallad.

Absent: None

Other Members: Nancy Selle – Arenac County Clerk, Darlene Mikkola – Register of Deeds and Austin Hazeltine – County Coordinator.

Guests: Steve Adair (2:30 – 3:00)

Meeting called to order at 1:00, with the Pledge of Allegiance to the United States Flag.

Approval of Agenda:

Motion, Mrozinski, to approve the Agenda, as presented; support, Vallad; 5 yeas, 0 nays; motion carried.

Public Comment:

Register of Deeds – Darlene Mikkola – Computers, three, in Register of Deeds are aged out, unable to update and need replacing. A. Hazeltine has a quote for thirty new stations to replace the obsolete stations.

Approval of Committee of the Whole Meeting Minutes of August 26, 2025

Motion, Mrozinski, to approve the Committee Meeting of the Whole Meeting Minutes of August 26, 2025; support, Vallad; 5 yeas, 0 nays; motion carried.

Approval of the Board Minutes of the Arenac County Board of Commissioners Meeting, August 26, 2025

Motion, Mrozinski, to approve the Board Session of the Arenac County Board of Commissioners meeting minutes of August 26, 2025 with the correction of Motion #5, add "Mrozinski"; support, Burke; 5 yeas, 0 nays; motion carried.

Approval of the Closed Session Minutes of the Arenac County Board of Commissioners Meeting, August 26, 2025

Motion, Mrozinski, to approve the Closed Session Meeting Minutes of the Arenac County Board of Commissioners Meeting, August 26, 2025; support, Salgat; 5 yeas, 0 nays; motion carried.

Checks on Demand – August 2025

Motion, Salgat, to approve the August 2025, Checks on Demand, as presented, in the amount of Two Million, Three Hundred Fifty Seven Thousand, Two Hundred Five Dollars and Twenty Five Cents (\$2,357,205.25); support, Burke; 5 yeas, 0 nays; motion carried.

Book of Bills – September 9, 2025

Motion, Salgat, to approve the September 9, 2025, Book of Bills as presented, in the amount of Nine Hundred Eighteen Thousand, Nine Hundred Sixty Seven Dollars and Forty Five Cents (\$9,18,967.45); support, Burke; 5 yeas, 0 nays; motion carried.

Unfinished Business:

Review/Discussion of Proposed Policies: Credit Card Acceptance Policy, Fund Balance Policy, Grant Accounting & Administration Policy, Investment Policy and Asset Capitalization and Useful Life Policy. Steve Adair reiterated the importance of adopting reviewed policies for Best Practices and compliance purposes.

Review Correspondence:

Hazeltine: Netsource – update on computers that need replacing; approximately eighteen.

Selle: Updates placed on file.

Netsource Quotes – Review/discussion

Building Department – Clerk request to purchase older computer that was placed in storage. Additional information will be needed before sale of equipment. Requested to have part time employee back for one day, per week.

MMRNA – Budget amendment needed (\$23,000); one third of cost in 2025 & two thirds in 2026.

Motion #1: Arenac Historical Society – 2% Tribal Grant

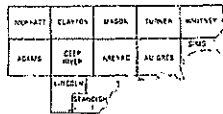
Motion, Burke, to allow the Arenac Historical to apply for project funding in the fall 2025 cycle of 2% Tribal Grants; support, Mrozinski.

ROLL CALL VOTE: Yes – Burke. No – Mrozinski, Salgat, Vallad and Woolhiser. Motion failed.

Motion #2: Resolution 2025-14 – CDBG Grant Application

Motion, Salgat, to adopt Resolution 2025-14 – CDBG Grant Application; support, Vallad.

ROLL CALL VOTE: Yes – Salgat, Burke, Vallad, Mrozinski and Woolhiser. No – None. Motion carried.



ARENAC COUNTY BOARD OF COMMISSIONERS

P.O. Box 747 • 120 North Grove Street • Standish, MI 48658
(989) 846-6185

District #1 Sally Mrozinski - Vice-Chairperson District #2 Lisa Salgat District #3 Bobbe Burke
District #4 Harold Woolhiser - Chairman District #5 Rachel Vallad

Resolution 2025-14

ARENAC COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A GRANT APPLICATION FOR
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

WHEREAS the County of Arenac is interested in the continuing effort to upgrade housing conditions for its low and very low to moderate income homeowners; and

WHEREAS the County of Arenac states that the proposed project is consistent with the Unit of General Local Government's community development plan as described in the Application; and

WHEREAS the County of Arenac states that all activities will be taken for the purpose of providing and/or improving permanent residential structures, which upon completion will be occupied by low to moderate income households; and

WHEREAS the County of Arenac states that no project costs (Community Development Block Grant (CDBG) and non-CDBG) will be incurred prior to a formal grant award, completion of environmental review procedures and formal, written authorization to incur costs has been provided by the assigned CDBG Specialist; and

WHEREAS said County Board of Commissioners accepts the recommendation of Housing Consulting Services LLC on behalf of the Arenac County to apply for \$250,000 for the Michigan State Housing Development Authority CDBG; and

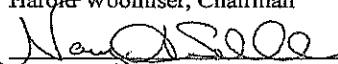
BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Board Chairperson to sign said CDBG application and all Attachments relating to the CDBG application, subject to review as to form by the County Attorney.

BE IT FURTHER RESOLVED said County Board of Commissioners authorizes the Arenac County Clerk to act as the Certifying Officer and to sign Financial Status Report (FSR) Payment Request.

THEREFORE BE IT RESOLVED, that the County of Arenac authorize the Housing Consulting Services LLC to submit the application to the Michigan State Housing Development Authority Community Development Block Grant (CDBG) Program on its behalf.

September 9, 2025


Harold Woolhiser, Chairman

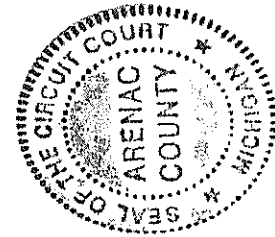

Nancy Seffe, Arenac County Clerk

I, Nancy Selle, Arenac County Clerk for the County of Arenac, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted by the Arenac County Board of Commissioners of the County of Arenac, Michigan, on September 9, 2025 as appears of record in my office.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at Standish, Michigan this 9th day of September 2025.

Roll Call:

5 Ayes Salgat, Burke, Vallad, Mrozinski & Woolhiser
0 Nays
0 Absent



Motion #3: Asset Capitalization and Useful Life Policy

Motion, Mrozinski, to adopt the Asset Capitalization and Useful Life Policy, as presented; support, Vallad.

ROLL CALL VOTE: Yes – Burke, Vallad, Mrozinski, Salgat and Woolhiser. No – None. Motion carried.

Motion #4: Credit Card Acceptance Policy

Motion, Mrozinski, to adopt the Credit Card Acceptance Policy, as presented; support, Salgat.

ROLL CALL VOTE: Yes – Vallad, Mrozinski, Salgat, Burke and Woolhiser. No – None. Motion carried.

Motion #5: Fund Balance Policy

Motion, Mrozinski, to adopt the Fund Balance Policy, as presented; support, Salgat.

ROLL CALL VOTE: Yes – Mrozinski, Salgat, Burke, Vallad and Woolhiser. No – None. Motion carried.

Motion #6 – Grant Accounting and Administration Policy

Motion, Salgat, to adopt the Grant Accounting and Administration Policy, as presented; support, Vallad.

ROLL CALL VOTE: Yes – Salgat, Burke, Vallad, Mrozinski and Woolhiser. No – None. Motion carried.

Motion #7- Investment Policy

Motion, Mrozinski, to adopt the Investment Policy, as presented; support, Burke.

ROLL CALL VOTE: Yes – Burke, Vallad, Mrozinski, Salgat and Woolhiser. No – None. Motion carried.

Motion #8 – Planning Commission Appointments

Motion, Mrozinski, to appoint Bill Dixon and Stephanie Kernstock to the Planning Commission; support, Vallad; 5 yeas, 0 nays; motion carried.

Motion #9 – Budget Amendment #2025-22

Motion, Mrozinski, to approve Budget Amendment #2025-22, for MMRNA, twenty three thousand dollars and zero cents (\$23,000); support, Salgat. Motion carried.

COUNTY OF ARENAC
JOURNAL ENTRY
JE: 0000004742

Entered By: CSLOCUM
Journal: BA

Post Date: 08/05/2025
Entry Date: 08/27/2025
Description: BA 2025-22

GL #	Description	DR	CR
101-281-840.000	LIABILITY INSURANCE	0.00	23,000.00
101-999-998.900	ENDING FUND BALANCE	23,000.00	0.00
		23,000.00	23,000.00

Brief Committee Reports: None

APPROVED BY: _____

Public Comment: None

NEW BUSINESS:

Netsource– Review/discussion of Netsource quotes.

Planning Commission Board Appointments – Review/discussion.

Contract Negotiations – Three (3) contracts expire December 31, 2025. Negotiations are being scheduled.

Computer Purchase – Review/discussion on the purchase of out dated computers with Netsource.

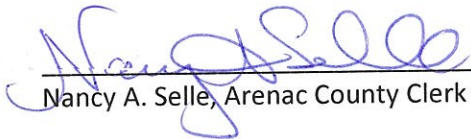
Building Department – Deposits to be completed on Wednesday's and Friday's.

Housing Commission – Procurement Policy presented for review/discussion/approval.

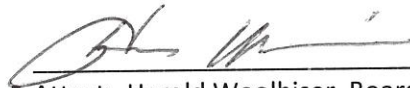
Adjourn:

With no further business, the following was offered: Motion, Vallad, to adjourn at 3:45 p.m.; support, Mrozinski, 5 yeas, 0 nays; motion carried.

September 9, 2025, Minutes of the Board of Arenac County Commissioners submitted by:



Nancy A. Selle, Arenac County Clerk



Attest: Harold Woolhiser, Board Chairperson