

PROPERTIES COMMITTEE
February 22, 2024

*Room 302 COUNTY COMPLEX
255 CLAY STREET, LAPEER, MI 48446*

Chairman Zender called the meeting to order at approximately 11:40 a.m. in Room 302 of the County Complex.

Members Present: Commissioners Bryan Zender, Tom Kohlman, Kevin Knisely

Others: Moses Sanzo, County Administrator/Controller; Jackie Arnold, CFO; Jillian Clark, Special Events Coordinator; Sarah Whaley, Emergency Management Coordinator; Jeff Satkowski, E911 Director; Undersheriff Michael Odette; Truman Mast (observation only); Gary Howell (observation only); Brad Haggadone (observation only).

AGENDA

The agenda was reviewed.

Motion by Kohlman, support by Knisely, to approve the Properties Committee Agenda as presented. Motion carried.

MINUTES

The minutes from February 8, 2024 were briefly reviewed.

Motion by Knisely, support by Kohlman, to approve the minutes from the February 8, 2024 Properties Committee meeting as presented. Motion carried.

EMERGENCY MANAGEMENT

Sarah Whaley was present to review several options for the County's alerting system. NIXLE is a subscriber based alerting system that allows the public to text their zipcode to the number to receive advisories from the County. These advisories could include power outages, closure of county buildings and other non emergency text message advisories. NIXLE also allows access through FEMA IPAWS which are emergency use only alerts. Whaley stated that NIXLE has always been funded through a reimbursement grant, however, there were recent changes to the grant and NIXLE no longer qualifies. Whaley shared information on Onsolve CodeRed. Whaley discussed this alerting system has a database of phone numbers already programmed which allows for a greater reach of residents and also includes IPAWS alerting. Onsolve CodeRed differs from NIXLE as Onsolve CodeRed allows for access to townships/villages/city if they request at no additional charge. Whaley presented a third option, free of charge, that would only be used for emergencies through IPAWS. Concerns were discussed regarding marketing/training for townships/villages/cities on usage of Onsolve CodeRed programming. Jeff Satkowski and Undersheriff Odette were invited to join the discussion on usage on county-wide alerting system. Discussion on costs being spread between County, Central Dispatch, and Sheriff's Department occurred.

Continued

1. **Motion by Knisely, supported by Kohlman, to recommend to the Full Board, pursuant to the recommendation of the Properties Committee, to authorize the discontinuance of the NIXLE subscription and authorize the transition to Onsolve CodeRed, pending the cost approval between Sheriff's Department, Central Dispatch, and Administration to cover 1/3 each of the annual costs; and further to authorize the County Administrator/Controller to sign said agreements. Motion carried.**

ADMINISTRATION

Moses Sanzo was present to share a PowerPoint on County's Document Storage Reduction Plan. Sanzo invited Mast, Howell, and Haggadone into the meeting for observation only for the PowerPoint presentation. Sanzo expressed that there is an overflow of documents being stored throughout the County buildings. Sanzo shared working with legal counsel and the policy and procedures committee to develop a document retention policy. Plan included shredding of documents past the retention date and the scanning of documents moving forward. Concerns of time for scanning and going through old boxes was brought up. Sanzo expressed plan to stop the growth by scanning and getting rid of what is shred-able now. Discussion on costs for shredding and funding occurred.

ADJOURN

Motion by Kohlman, supported by Knisely, to adjourn the meeting. Motion carried. 12:15 p.m.

Bryan Zender, Chairman
Lapeer County Properties Committee