

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
January 11, 2022 –11:00 a.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Tuesday, January 11, 2022 at 11:00 a.m. at the Charter Township of Alpena Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Nathan Skibbe
Clerk Michele Palevich
Treasurer Laura Ellery-Somers
Trustee Cash Kroll
Trustee Russ Rhynard
Trustee Norm Poli
Trustee Steve Lappan

Absent: None

Others present: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 11:00 a.m. followed by the Pledge of Allegiance.

ROLL CALL

Roll call was taken; the following Board members were present: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: None.

AGENDA

Moved by Trustee Norm Poli and supported by Trustee Russ Rhynard to approve the agenda as presented. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to approve the payment of bills as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

MINUTES
December 27, 2021 (Regular)

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the meeting minutes as presented. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

Correspondence included: Federal Energy Regulatory Commission – 2021 Annual Spillway Gate Operations Certificates. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to receive and file correspondence. Voice Vote. Motion carried by unanimous voice vote.

ALPENA TOWNSHIP BROWNFIELD REDEVELOPMENT AUTHORITY
QUOTES FOR SERVICE

Supervisor Nathan Skibbe presented the Township Board with proposals for services to conduct the administrative functions of the Brownfield Redevelopment Authority and recommended the Mac Consulting Service LLC proposal. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to accept the quote from Mac Consulting Services LLC to conduct the administrative function for the Brownfield Redevelopment Authority. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

ALPENA TOWNSHIP BROWNFIELD REDEVELOPMENT AUTHORITY EXECUTIVE
DIRECTOR APPOINTMENT

The Township Board was presented with a recommendation from the Alpena Township Brownfield Redevelopment Authority Board to confirm the appointment of Mac McClland as the Executive Director for the Alpena Township Brownfield Redevelopment Authority. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to confirm the appointment of Mac McCullen as the Executive Director for the Alpena Township Brownfield Redevelopment Authority. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

FEDERAL POVERTY GIUDELINES USED IN DETERMINATION OF POVERTY
EXEMPTIONS FOR 2022

Assessor Kris Lewis presented the Township Board with the Federal Poverty Guidelines Used in Determination of Poverty Exemptions for 2022. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to accept and file the Federal Poverty Guidelines Used in Determination of Poverty Exemptions for 2022. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

BUDGET ADJUSTMENTS

Clerk Michele Palevich presented budget adjustments and informed the Township Board that many of the adjustments were needed to correct amounts that were not moved to the new GL# during the Chart of Accounts Conversion. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to approve the budget adjustments as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

PLANNING COMMISSION APPOINTMENT

Supervisor Nathan Skibbe recommended the appointment of Delynn Pauly to the Planning Commission. Moved by Trustee Norm Poli and supported by Trustee Russ Rhynard to appoint Delynn Pauly to the Planning Commission for a 3-year term. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: Clerk Michele Palevich. Absent: None. Motion carried.

FIRE DEPARTMENT - CADET PROGRAM

Chief Mark Hansen recommended the Township Board reinstate the cadet/trainee program for the Fire Department. Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to reinstate the cadet/trainee program. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

FIRE DEPARTMENT – PAID ON CALL HIRE

Chief Mark Hansen recommended the hire of William Brousseau as a Paid-on Call Trainee. Mr. Brousseau would complete Fire Fighter and Medical First Responder training when classes become available. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to hire William Brousseau as a Paid-on Call Trainee contingent on an agility test, drug screening and back ground check. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

FIRE DEPARTMENT – PAID ON CALL HIRE

Chief Mark Hansen recommended the hire of James Stachlewitz as a Paid-on Call Fire Fighter/MFR. Moved by Trustee Cash Kroll and supported by Treasurer Laura Ellery-Somers to hire James Stachlewitz as a Paid-on Call Fire Fighter/MFR contingent on an agility test, drug screening and back ground check. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

F & V OPERATIONS – ASSET INVENTORY CHARTS

Brian Rowley of F & V Engineering and Catherine Winn of F & V Operations presented the Township Board with Asset Inventory Charts that were compiled to address the deficiency finding in the audit and as an asset management planning tool. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to receive and file the Asset Inventory Chart as presented. Voice Vote. Motion carried by unanimous voice vote.

F & V OPERATIONS – PUMP STATION CONDITION ASSESSMENT DRAFT

Catherin Winn of F & V Operations presented the Township Board with a draft of the Pump Station Condition Assessment and informed that the next step would be to incorporate the lift stations improvement needs into the Township's Capital Improvement Plan.

F & V OPERATIONS – INTENT TO FILE

Catherine Winn of F & V Operations advised the Township Board of federal grant money that will be disseminated through the state and the USDA for infrastructure projects. Brian Rowley of F & V Engineering informed the Township Board that January is the Intent to File period to be able to submit an application for funds at a later date and upon request, F & V Engineering would submit the intent to file at no cost. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to have F & V Operations submit an Intent to File with the Michigan Department of Environment, Great Lakes and Energy (EGLE) for potentially securing funding. Voice Vote. Motion carried by unanimous voice vote.

DEPARTMENT REPORTS

Clerk: Clerk Michele Palevich presented a written report for December, 2021.

Treasurer: Treasurer Laura Ellery-Somers presented a written report for December, 2021.

Supervisor: Supervisor Nathan Skibbe presented a written report.

Building: A report comparing permits from 2020 to 2021 was presented to the Township Board.

Assessing: Assessor Kris Lewis presented a report of parcels checked and inspected in 2021.

Trustees/Committee Chair: No Report.

Fire: Chief Mark Hansen presented a 2021 year-end report of runs by category and discussed his vision and millage for the fire department.

Water: F & V Operations provided the operating report for November and December 2021.

CLOSED SESSION

Attorney/Client Privilege – Pending Tax Tribunal Litigation Discussion

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli that the Township Board enter into closed session for attorney/client privilege for the purpose of discussing pending tax tribunal litigation. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

The Board entered closed session at 12:28 p.m.

The Board left closed session at 12:52 p.m.

CLOSED SESSION

Attorney/Client Privilege – Water Litigation

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan that the Township Board enter into closed session for the purpose of discussing a confidential written legal opinion from the Township Attorney and confidential settlement negotiations with the Township Attorney in the pending litigation involving the City of Alpena Water and Sewer Rates. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

The Board entered closed session at 12:54 p.m.

The Board left closed session at 2:22 p.m.

PUBLIC COMMENT

None.

DISCUSSION

Supervisor Skibbe discussed emailing dates for possible budget sessions.

ADJOURNMENT

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 2:25 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe