

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
January 23, 2023 – 6:00 p.m.  
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, January 23, 2023, at 6:00 p.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 Steve Lappan  
Trustee Cash Kroll  
Trustee Norm Poli

Absent: Trustee Russ Rhynard

Others present: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 6:00 p.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, Trustee Cash Kroll, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. Absent: Trustee Russ Rhynard.

**AGENDA**

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve the agenda as presented with the deletion of Closed Session – Water Litigation and the addition of new business item #6 Northeast Michigan Materials Management Association-Alternates. Voice Vote. Motion carried by unanimous voice vote.

**PUBLIC COMMENT**

None.

**PRESENTATION: TARGET/ALPENA AREA CHAMBER OF COMMERCE**

Mike Mahler, Economic Development Director for Target Alpena, informed the Township Board on current and upcoming projects in the community.

## **CONSENT AGENDA**

Consent Agenda included: Payment of Bills, Minutes – December 14, 2022 (Special), January 12, 2023 (Special) and January 17, 2023 (Special), Correspondence: Planning Commission Meeting Minutes of December 12, 2022, Alpena Power Company – Notice of Hearing, Alpena County Road Commission Meeting Minutes of December 13, 2022, Alpena County Road Commission Meeting Minutes of December 29, 2022, and Alpena County Road Commission Report December 5, 2022 to December 25, 2022 and Department Reports. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to approve payment of the bills, approve Board of Trustee minutes and receive and file correspondence and department reports as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

### **RESOLUTION FOR RISK REDUCTION GRANT**

Supervisor Nathan Skibbe read the resolution to apply for a risk reduction grant. Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the Resolution to Apply for Risk Reduction Grant through Michigan Township Participation Plan (for Emergency Medical Technician Training) as presented. Roll call vote was taken. AYES: Trustee Cash Kroll, Treasurer Laura Ellery-Somers, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

### **EAGLE SUPPLY - FLOOR WAXING INVOICE**

The Township Board was presented with an invoice from Eagle Supply for the waxing of the newly installed flooring and the cleaning services from December 2022. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to approve payment to Eagle Supply in the amount of \$1,050.00 to be paid from GL #101-265-827.000, Janitorial Services. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

### **ALPENA FURNITURE - FLOORING INVOICES**

The Township Board was presented with invoices from Alpena Furniture for the new flooring in the amount of \$516.10 for the side entryway and \$3,866.91 for the back lobby and hallway. Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to approve payment of the Alpena Furniture invoices in the amount of \$4,386.01 to be paid from GL #101-265-930.010, Building & Improvement, from ARPA Funds. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

### **ALPENA COUNTY ROAD COMMISSION – 2023 MATCHING FUNDS MEMO**

Supervisor Nathan Skibbe presented the Township Board with a memorandum from the Alpena County Road Commission informing that the 2023 matching funds for the Township would be \$131,974.00.

## **BUDGET ADJUSTMENTS**

The Township Board was presented with budget adjustments prepared by Clerk Michele Palevich and Supervisor Nathan Skibbe. 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: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

## **PLANNING COMMISSION & ZONING BOARD OF APPEALS APPOINTMENTS**

Supervisor Nathan Skibbe recommended the reappointment of Planning Commission members Tom Hilberg to a 3-year term and Larry Dehring to a 2-year term and the reappointment of Zoning Board of Appeals members Sue Skibbe, Andrea Dutcher, Steve Dean and Tom Hilberg to 3-year terms. Moved by Trustee Steve Lappan and Supported by Trustee Norm Poli to reappoint Tom Hilberg to a 3-year term and Larry Dehring to a 2-year term on the Charter Township of Alpena Planning Commission and to reappoint Sue Skibbe, Andrea Dutcher, Steve Dean and Tom Hilberg to 3-year terms on the Charter Township of Alpena Zoning Board of Appeals. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

## **NORTHEAST MICHIGAN MATERIALS MANAGEMENT ASSOCIATION ALTERNATES**

Treasurer Laura Ellery-Somers informed the Township Board that alternates to the Northeast Michigan Material Management Authority needed to be appointed. Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to appoint Clerk Michele Palevich as alternate for Treasurer Laura Ellery-Somers and Trustee Norm Poli as alternate for Supervisor Nathan Skibbe. Roll call vote was taken. AYES: Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

## **FIRE DEPARTMENT – EMS RESPONSE CARE FACILITIES**

Moved by Clerk Michele Palevich and supported by Trustee Cash Kroll to table the EMS response to care facilities to the February 27, 2023 Board of Trustees meeting in order for Fire Chief Mark Hansen to provide additional data. Voice Vote. Motion carried by unanimous voice vote.

## **FIRE DEPARTMENT – GARAGE DOOR & OPENER INSTALLATION PROPOSAL**

Chief Mark Hansen presented the Township Board with a proposal from Woodland Custom Homes to install a garage door and two openers at the northside fire station. Chief Mark Hansen advised the contractor previously approved by the Township Board did not carry the required amount of liability insurance. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to approve the proposal from Woodland Custom Homes in the amount of \$1,400.00 to be paid from GL #205-336-931.000, Maintenance & Repair – Building. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

**FIRE DEPARTMENT – LADDER TESTING AGREEMENT**

Chief Mark Hansen presented the Township Board with an agreement from National Hose Testing Specialties, Inc. for ground ladder testing and recommended approval. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the 2023 Ground Ladder Testing Agreement in the amount of \$784.00 to be paid from GL #205-336-801.000, Professional and Contractual Services. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

**FIRE DEPARTMENT – TURNOUT GEAR QUOTE**

Chief Mark Hansen presented the Township Board with a quote for turnout gear for Paid-on-Call Fire Fighter/EMT Kevin Galloway and recommended the purchase. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to purchase turnout gear for Fire Fighter/EMT Kevin Galloway from R & R Fire Truck Repair Inc in the amount of \$2,488.00 to be paid from GL #205-336-731.000, Paid-on-Call Personal Protective Equipment. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

**CLOSED SESSION**

**Employee Evaluation**

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to meet in closed session pursuant to Michigan Compiled Laws section 15.268(a) for the following purpose: personnel evaluation because the employee has requested a closed meeting. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Treasurer Laura Ellery-Somers, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

**The Board entered closed session at 7:03 p.m.**

**The Board left closed session at 9:41 p.m.**

**PUBLIC COMMENT**

None.

**DISCUSSION**

Supervisor Nathan Skibbe advised the first budget workshop will be Wednesday, February 1, 2023, at 1:00 p.m.

**ADJOURNMENT**

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 9:46 p.m.

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Clerk Michele P. Palevich

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Supervisor Nathan Skibbe