

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
March 22, 2021 – 4:30 p.m.  
BUDGET HEARING MINUTES**

The Charter Township of Alpena Board of Trustees met in special session on Monday, March 22, 2021 at 4:30 p.m. at the Alpena Township Offices, 4385 US 23 North, Alpena, MI 49707.

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

Absent: None

Others present: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 4:30 p.m., followed by the Pledge of Allegiance.

**ROLL CALL**

Roll call was called; 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.

**ADOPTION OF AGENDA**

Moved by Trustee Cash Kroll and supported by Treasurer Laura Ellery-Somers to approve the agenda as presented. Roll call vote was taken. Voice Vote: All AYES. Motion carried unanimously.

**PUBLIC COMMENT**

None.

## **BUDGET HEARING FOR THE 2021-2022 BUDGET**

Supervisor Nathan Skibbe announced the opening of the Budget Hearing and asked for Public Comment.

There was no public comment.

A motion was made by Trustee Steve Lappan and supported by Trustee Norm Poli to close the Public Budget Hearing. 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. Motion carried unanimously.

### **ADOPTION OF BUDGET**

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich that it be resolved, that the Charter Township of Alpena, having duly published notice of a public hearing on the proposed budget in accordance with MCL 42.26, having complied with Section 16 of the Uniform Budgeting and Accounting Act and MCL 211.24e in order to levy an operating rate which exceeds the base tax rate, and having held the required public hearing, the proposed budget for the fiscal year as previously considered and prepared by the Township Board is hereby adopted as the Charter Township of Alpena Budget for the fiscal year April 1, 2021 through March 31, 2022. 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. Motion carried unanimously.

### **ADOPTION OF OFFICER SALARIES**

#### **SUPERVISOR**

A motion was made by Trustee Steve Lappan and supported by Trustee Norm Poli that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, the Supervisor's salary for the 2021-2022 fiscal year shall be as follows: \$47,855.00 plus the same health insurance coverage provided for Township employees and an annual Health Savings Account deposit of \$1,300 for a single plan or \$2,600 for a family plan; or in lieu of health insurance, a monthly payment of \$300.00 per month should the Supervisor opt out of Charter Township of Alpena's health insurance coverage. 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. Motion carried unanimously.

## **CLERK**

A motion was made by Trustee Steve Lappan and supported by Trustee Cash Kroll that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, the Clerk's salary for the 2021-2022 fiscal year shall be as follows: \$46,680.00 plus the same health insurance coverage provided for Township employees and an annual Health Savings Account deposit of \$1,300 for a single plan or \$2,600 for a family plan; or in lieu of health insurance, a monthly payment of \$300.00 per month should the Clerk opt out of Charter Township of Alpena's health insurance coverage. 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. Motion carried unanimously.

## **TREASURER**

A motion was made by Trustee Steve Lappan and supported by Trustee Russ Rhynard that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, the Treasurer's salary for the 2021-2022 fiscal year shall be as follows: \$46,680.00 plus the same health insurance coverage provided for Township employees and an annual Health Savings Account deposit of \$1,300 for a single plan or \$2,600 for a family plan; or in lieu of health insurance, a monthly payment of \$300.00 per month should the Treasurer opt out of Charter Township of Alpena's health insurance coverage. 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. Motion carried unanimously.

## **TRUSTEES**

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting, the Trustees shall be entitled for the 2021-2022 fiscal year a salary of \$1,200.00, or \$100.00 per month, plus a per diem for each meeting attended by the Trustee on Township business, including but not limited to, Township Board meetings of \$100.00 per full day (any meeting lasting longer than four (4) hours) and \$60.00 per half day (any meeting lasting four (4) hours or less). 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. Motion carried unanimously.

## **PLANNING, ZONING, APPEALS AND BOARD OF REVIEW**

A motion was made by Trustee Russ Rhynard and supported by Trustee Steve Lappan that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, board members per diem shall be \$58.00 per half day (any meeting or combination of meetings lasting four (4) hours or less), and \$84.00 per full day (any meeting or combination of meetings lasting longer than four (4) hours). Board of Review will be \$100.00 per day for public

days, \$90.00 per day for non-public days and \$58.00 for ½ non-public days. Chairperson and Secretary of the Planning, Zoning and Appeals Board will receive \$10.00 extra for each meeting. 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. Motion carried unanimously.

### **DEPOSITORIES**

A motion was made by Trustee Russ Rhynard and supported by Trustee Cash Kroll that it be resolved, that Township funds be deposited in the following institutions, in such amounts upon such terms as may be decided by the Treasurer, but so that the Township has sufficient ready funds available to meet obligations as they come due.

mBank  
TCF  
PNC  
Alpena Alpena Area Credit Union

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. Motion carried unanimously.

### **REGULAR MEETING DATES**

A motion was made by Trustee Russ Rhynard and supported by Trustee Steve Lappan that it be resolved, that the regular meetings of the Charter Township of Alpena Board of Trustees will be held on the 2<sup>nd</sup> Tuesday of each month at 11:00 a.m., unless it is a holiday, then being held the following day AND the 4th Monday of each month at 6:00 p.m., unless it is a holiday, then being held the following day, at the Charter Township of Alpena Civic Building, 4385 US 23 North, Alpena, Michigan and be it further resolved that the Clerk post a notice of these times and dates for regular meetings within ten (10) days of the date hereof. 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. Motion carried unanimously.

### **RULES OF CONDUCT MEETINGS**

A motion was made by Trustee Russ Rhynard and supported by Clerk Michele Palevich that it be resolved, all meetings of the Charter Township of Alpena Board shall be conducted pursuant to the procedures of “Roberts Rules of Order”, as interpreted or modified by the Chair upon advice of legal counsel. 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. Motion carried unanimously.

## **ATTORNEY**

A motion was made by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers that it be resolved that the Township appoints the law firm of Gillard, Bauer, Mazrum, Florip, Smigelski & Gulden and the Supervisor and Clerk are authorized to execute a Retainer Agreement with the annual retainer fee to be \$33,120.00, payable monthly at a rate of \$2,760.00 per month. 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. Motion carried unanimously.

## **ADJOURNMENT**

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 4:48 p.m.

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Clerk Michele Palevich

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Supervisor Nathan Skibbe