

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
March 28, 2022 – 5:00 p.m.  
BUDGET HEARING MINUTES**

The Charter Township of Alpena Board of Trustees met in special session on Monday, March 28, 2022 at 5:00 p.m. at the Alpena Township Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Nathan Skibbe  
Clerk Michele Palevich  
Trustee Norm Poli  
Trustee Cash Kroll  
Trustee Steve Lappan

Absent: Treasurer Laura Ellery-Somers (Excused)  
Trustee Russ Rhynard (Excused)

Others present: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 5:00 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, Trustee Cash Kroll and Supervisor Nathan Skibbe. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard.

**ADOPTION OF AGENDA**

Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the agenda as presented with the correction of Budget Hearing years to 2022 - 2023. Voice Vote: All AYES. Motion carried unanimously.

**PUBLIC COMMENT**

None.

**BUDGET HEARING FOR THE 2022-2023 BUDGET**

A motion was made by Trustee Norm Poli and supported by Trustee Cash Kroll to open the Public Budget Hearing. Voice Vote: All AYES. Motion carried unanimously.

There was no public comment during the budget hearing.

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich to close the Public Budget Hearing. Voice Vote: All AYES. Motion carried unanimously.

### **ADOPTION OF BUDGET**

A motion was made by Trustee Cash Kroll and supported by Trustee Steve Lappan 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, 2022 through March 31, 2023. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

### **ADOPTION OF OFFICER SALARIES**

#### **SUPERVISOR**

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 of electors, the Supervisor's salary for the 2022-2023 fiscal year shall be as follows: \$49,500.00 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 Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

#### **CLERK**

A motion was made by Trustee Cash Kroll 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 Clerk's salary for the 2022-2023 fiscal year shall be as follows: \$48,500.00 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 Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

## **TREASURER**

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 Treasurer's salary for the 2022-2023 fiscal year shall be as follows: \$48,500.00 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 Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

## **TRUSTEES**

A motion was made by Trustee Cash Kroll 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 2022-2023 fiscal year a salary of \$1200.00, 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: Clerk Michele Palevich, Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

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

A motion was made by Trustee Cash Kroll 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 \$60.00 per half day (any meeting or combination of meetings lasting four (4) hours or less), and \$100.00 per full day for (any meeting or combination of meetings lasting longer than four (4) hours). Board of Review will be \$100.00 per day for public day, \$90.00 per day for non-public days and \$60.00 for ½ non-public day. Chairperson and Secretary of the Planning, Zoning and Appeals Board will receive \$10.00 extra for each meeting. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

## **DEPOSITORIES**

A motion was made by Trustee Cash Kroll and supported by Trustee Norm Poli 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.

Nicolet National Bank  
Huntington Bank  
PNC  
Alpena Alpena Area Credit Union

Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

### **REGULAR MEETING DATES**

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich 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 and that the meetings of November 8, 2022 and December 26, 2022 are cancelled. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

### **RULES OF CONDUCT MEETINGS**

A motion was made by Trustee Cash Kroll and supported by Trustee Steve Lappan 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 Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

### **ATTORNEY**

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich 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: Clerk Michele Palevich, Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Treasurer Laura Ellery-Somers and Trustee Russ Rhynard. Motion carried unanimously.

## **ADJOURNMENT**

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to adjourn.  
Voice Vote. Motion carried unanimously. Meeting adjourned at 5:19 p.m.

---

Clerk Michele P. Palevich

---

Supervisor Nathan Skibbe