

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
April 26, 2021 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, April 26, 2021 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 Russ Rhynard
Trustee Norm Poli

Absent: Trustee Cash Kroll (Excused)

Others present: None

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, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: Trustee Cash Kroll.

AGENDA

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to accept the agenda as presented with the following amendment: Move item #6. Building Official Recommendation to item #1. Voice Vote. Carried by unanimous voice vote.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

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

MINUTES
April 13, 2021 (Regular)

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

CORRESPONDENCE

Correspondence included: Memo to Great Lakes Programs Director of National Fish & Wildlife Foundation, Alpena County Road Commission - March 25, 2021 Minutes, Alpena Community College – Drive-Through Commencement Ceremony Letter and Alpena Power Company – Notice of Hearing. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to receive and file correspondence. Voice Vote. Motion carried by unanimous voice vote.

FIRE DEPARTMENT UPDATE

Ad hoc Fire Committee Member Trustee Steve Lappan presented the Pros and Cons developed by the committee and informed the Township Board that a list of questions regarding the City of Alpena proposal was developed. Trustee Steve Lappan, upon request, explained what the hybrid option may look like. Supervisor Nathan Skibbe advised that each Board member received an email from Tri-Township Ambulance Service offering assistance in making the best choice for our community. Chief Dave Robbins informed that MidMichigan Medical Center is also interested in possibly offering emergency medical services to the Township. Clerk Michele Palevich requested that Supervisor Nathan Skibbe reach out to Tri-Township Ambulance Service and MidMichigan Medical Center concurrently with having discussions with the City of Alpena regarding the details of the City's options. The ad hoc Fire Committee has been put on hold.

BUILDING OFFICIAL RECOMMENDATION

Building Official Don Gilmet introduced the Township Board to Kevin Pauley as his possible replacement. Mr. Pauley, currently a building inspector, will complete the building official requirements in September, 2021. Building Official Don Gilmet recommended contracting or hiring with Mr. Pauley as a Building Inspector to work with him until Mr. Pauley becomes a licensed Building Official. Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to refer Mr. Kevin Pauley to the Personnel Committee after submitting an application, resume and/or letter of interest for Building Inspector. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

FIRE DEPARTMENT – PAID ON CALL PAY INCREASE

Chief Dave Robbins recommended that all levels of Paid on Call Firefighters/EMTs receive a 3% pay rate increase and presented an updated pay schedule. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to increase the Fire Department's Paid on Call pay rates effective immediately to 3% as presented with the following amendments to the schedule: remove Part-Time Shift Work and update the revised date. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

FIRE DEPARTMENT - PROMOTION REQUEST

Chief Dave Robbins requested that Lieutenant Chris Stephens be promoted to Captain. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to table the promotion request until the Township Board is presented with the criteria for promotions. Voice Vote. Motion carried by unanimous voice vote.

REQUEST FOR PROPOSAL – PIPER ROAD WATER TOWER

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve the Request for Proposal for the Piper Road Water Tower as presented by Fleis & Vandenbrink Operations and Dixon Engineering. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

SANITARY SEWER LIFT STATION ASSET MANGEMENT PLAN

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the Sanitary Sewer Lift Station Asset Management as presented by Fleis & Vandenbrink Engineering Inc at a cost of \$14,800.00 pursuant to the existing indemnification clause of the existing Fleis & Vandenbrink Operations Contract. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

EMPLOYEE REFERENCE FORMS

Clerk Michele Palevich presented Employee Reference Forms she created that were reviewed by the Personnel Committee and Attorney Helen Mills. Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to approve the Employee Reference Waiver Form, Reference Request Letter and Reference Form as presented and to incorporate them into to the Township's hiring process for all potential hires. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

CONCRETE ESTIMATES

Supervisor Nathan Skibbe informed the Township Board that he had received estimates from Zann Bros Construction Inc. and Bedrock Contracting to replace the concrete on the steps, sidewalks and ramps on the southside of the Township office building. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to accept the Zann Bros Construction Inc. estimate in the amount of \$17,090.00. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously. Supervisor Nathan Skibbe will contact Zann Bros on a time frame.

ALPENA COUNTY ROAD COMMISSION – ROAD AGREEMENTS

Supervisor Nathan Skibbe presented the Township Board with Alpena County Road Commission Road Agreements. The Board discussed which agreements to approve due to budget constraints. Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to approve only the Alpena County Road Commission Agreements for surfacing in the amount of \$106,243.00 to be paid from GL #101-446-932.000. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: Clerk Michele Palevich. Absent: Trustee Cash Kroll. Motion carried.

DISPOSAL OF FIXED ASSETS LIST

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

PUBLIC COMMENT

Beverly Banks commented on the Disposal of Fixed Assets List, job description and qualifications for captain, hybrid medical and fire services vs. contracted services and public input sessions.

DISCUSSION

Supervisor Nathan Skibbe informed the Township Board that the Township would be presented with the Governor’s Award via Zoom on May 6, 2021 at 10:00 a.m. for the Thunder Bay Island Preservation.

Treasurer Laura Ellery-Somers informed the Township Board that Saturday, May 1, 2021 is the County Wide Clean-up Day for white goods, tires and household items (no electronics) at the fairgrounds.

Trustee Russ Rhynard commented on the lack of preparation from the Fire Chief for conducting interviews.

Treasurer Laura Ellery-Somers also expressed her continued frustration with the Fire Chief and communication.

ADJOURNMENT

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 8:24 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe