

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
May 22, 2023 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, May 22, 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
Trustee Russ Rhynard

Absent: None

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, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: None.

AGENDA

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

PUBLIC COMMENT

None.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – May 10, 2023 (Special), Correspondence: Alpena County Road Commission Minutes – April 4, 2023, Alpena County Road Commission Road Report, Federal Energy Regulatory Commission Letter – May 10, 2023, Planning Commission Minutes – May 8, 2023 and department reports. Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan 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, 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.

PUBLIC HEARING NORTH POINTE SHORES SPECIAL ASSESSMENT

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to open the public hearing for the North Pointe Shores Special Assessment. Voice Vote. Motion carried by unanimous voice vote.

Attorney Tim Gulden explained that the public hearing on necessity of the project to inform the Township Board on whether to proceed further with the special assessment district. Supervisor Nathan Skibbe stated the Township has received written objection of 20.6%. Attorney Tim Gulden advised the Township Board would not be able to move forward with the special assessment.

Brian Hanna, 8428 North Pointe Shores, commented against the special assessment.

Supervisor Nathan Skibbe informed that there are 2 forms of methodology for determining the special assessment per the statute – equally divided by owner or by prorated frontage basis. The number of lots owned is not a valid method.

Dan McNeil, 7398 North Pointe Shores, commented on the lack of a \$600.00 cap.

Belinda Hanna, 8428 North Pointe Shores, commented on her opposition to a per linear foot method of assessment without a cap.

Ed Czarnecki, 7500 North Pointe Shores, commented against the special assessment.

John Briggs, 8610 North Pointe Shores, commented on each parcel pay equally.

Helen Szpunar, 8558 North Pointe Shores, questioned when parcels are combined.

Brian DenBleyker, 7412 North Pointe Shores, clarified that there was not a mechanism for a cap.

Dan McNeil, 7398 North Pointe Shores, commented on a cap.

Joey LaFave, 7654 North Pointe Shores, commented on petition language.

Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to close the public hearing for the North Pointe Shores Special Assessment. Voice Vote. Motion carried by unanimous voice vote.

NORTHEAST MICHIGAN MATERIALS MANAGEMENT AUTHORITY (NMMMA) – NEWSLETTER INSERT

Treasurer Laura Ellery-Somers requested approval for approximately 7,000 Northeast Michigan Materials Management Authority (NMMMA) pamphlets to be mailed with the summer 2023 tax bills. Moved by Trustee Cash Kroll and supported by Trustee Norm Poli to approve printing and inserting approximately 7,000 NMMMA pamphlets with the 2023 summer tax bills to be paid from GL#101-101-900.000, Printing/Publishing/Advertising at an estimated cost of \$193.20. 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 COMMITTEE – 2020 FORD RESCUE UPDATE

Trustee Steve Lappan, Fire Committee Chairman, recommended keeping the 2020 Ford F-150 Rescue but noted that it was not a recommendation supported by all members of the committee. The Township Board discussed the purchase of the 2020 Ford F-150 Rescue, the value of keeping and cost of maintaining the 2020 Ford F-150 Rescue, the future of the 2005 Chevy Blazer, the fire equipment millage money and the need for a tanker. Chief Mark Hansen provided a list of reasons for keeping the 2020 Ford F-150 Rescue. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to put the 2020 Ford F-150 Rescue on the Fixed Asset Disposal List. Roll call vote was taken. AYES: Trustee Norm Poli, Clerk Michele Palevich, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: Trustee Steve Lappan, Treasurer Laura Ellery-Somers and Trustee Cash Kroll. Absent: None. Motion carried.

INTRODUCTION OF ORDINANCE NO. 153 Local Officials Compensation Commission Ordinance

Attorney Tim Gulden presented the Township Board with Ordinance No. 153, Local Officials Compensation Commission Ordinance, to create a compensation commission to determine salaries of elected Charter Township of Alpena officials, as provided in Section 6a of Michigan Act 359 of 1947 (MCL42.61), as amended. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to introduce Ordinance No. 153, Local Officials Compensation Commission Ordinance. 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.

SUPERVISOR- ZONING ADMINISTRATOR CERTIFICATION PROGRAM

Supervisor Nathan Skibbe requested approval to attend the Zoning Administrator Certificate Program on February 8-9, 2024. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve Supervisor Nathan Skibbe attending the Zoning Administrator Certificate Program in the amount of \$550.00 to be paid from GL #101-171-957.000, Schools & Conventions, and lodging at Mt. Pleasant Comfort Inn & Suites in the amount of \$188.70 to be paid from GL #101-171-861.000, Transportation and Travel. 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.

RESOLUTION & POLICY FOR THE APPLICATION OF EXEMPTION FROM PROPERTY TAXES

Supervisor Nathan Skibbe presented the Township Board with the Resolution and Policy for the Application of Exemption from Property Taxes. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to adopt the Resolution and Policy for the Application of Exemption from Property Taxes as presented. 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.

RESOLUTION & POLICY FOR THE CANVASS OF PERSONAL PROPERTY

Supervisor Nathan Skibbe presented the Township Board with the Resolution and Policy for the Canvass of Personal Property. Moved by Clerk Michele Palevich and supported by Trustee Cash Kroll to adopt the Resolution and Policy for the Canvass of Personal Property as presented. 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.

RESOLUTION & POLICY FOR THE AUDIT PROCEDURES REGARDING GRANTING OR REMOVAL OF REAL PROPERTY EXEMPTIONS

Supervisor Nathan Skibbe presented the Township Board with the Resolution and Policy for the Audit Procedures Regarding Granting or Removal of Real Property Exemptions. Moved by Trustee Norm Poli and supported by Treasurer Laura Ellery-Somers to adopt the Resolution and Policy for the Audit Procedures Regarding Granting or Removal of Real Property Exemptions as presented. 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.

G & K PLUMBING & HEATING INVOICE

The Township Board was presented with an invoice from G & K Plumbing & Heating for the repair of the air conditioner for the copier room and the Treasurer’s office. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve payment of the invoice from G & K Plumbing & Heating in the amount of \$529.00 to be paid from GL #101-265-931.000, Maintenance & Repair Building. 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.

EAGLE SUPPLY – WINDOW WASHING QUOTE

Clerk Michele Palevich presented the Township Board with a quote for window washing at the township offices and northside fire station. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve the quote from Eagle Supply Co. in the amount of \$1,080.00 to be paid from GL #101-265-827.000, Janitorial Services, for washing the inside and outside of the windows at the township offices and northside fire station. 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.

FIRE DEPARTMENT – SCBA MASK FIT TEST

The Township Board was presented with an invoice from the City of Alpena for SCBA mask fit testing. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to pay the City of Alpena for mask fit testing in the amount of \$700.00 to be paid from GL #205-336-801.000, Professional and Contractual Services. 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.

FIRE DEPARTMENT – SCBA BREATHING AIR COMPRESSION MAINTENANCE

The Township Board was presented with an invoice from the R & R Fire Truck Repair, Inc. for annual equipment maintenance and service of the Breathing Air System Compressor. Moved by Trustee Kroll and supported by Trustee Steve Lappan to pay R & R Fire Truck Repair, Inc. annual equipment maintenance of the Breathing Air System Compressor in the amount of \$750.58 to be paid from GL #205-336-801.000, Professional and Contractual Services. 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.

FIRE DEPARTMENT – SCBA BREATHING AIR COMPRESSION MAINTENANCE 3-YEAR CONTRACT RENEWAL

The Township Board was presented with a work order estimate from R & R Fire Truck Repair, Inc. for annual compressor service and testing. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve renewal of the annual compressor service and equipment maintenance with R & R Fire Truck Repair, Inc for 3 years for \$4,864.23 to be paid from GL #205-336-801.000, Professional and Contractual Services, as invoiced quarterly. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: Trustee Russ Rhynard. Absent: None. Motion carried.

PUBLIC COMMENT

Kevin Ginter commented on the Fire Department.

Beverly Banks commented on the Fire Department and having a compensation committee.

Jacob Ordway commented on the Fire Department.

DISCUSSION

Trustee Russ Rhynard commented on Alpena County Road Commission minutes, Clerk’s Report and the Fire Department Report.

ADJOURNMENT

Moved by Trustee Norm Poli and supported by Treasurer Laura Ellery-Somers to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 8:27 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe