

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
May 23, 2022 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, May 23, 2022 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
Trustee Cash Kroll
Trustee Russ Rhynard
Trustee Steve Lappan
Treasurer Laura Ellery-Somers

Absent: Trustee Norm Poli (Excused)

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

AGENDA

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the agenda as presented with the addition of Old Business B. Revenue Allocation for Ordinance 150. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

Moved by Trustee Cash Kroll 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 Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

MINUTES
May 10, 2022 (Regular)

Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to approve the meeting minutes as presented. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

Correspondence included: Planning Commission Minutes – May 9, 2022. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to receive and file correspondence. Voice Vote. Motion carried by unanimous voice vote.

PRESENTATION – UP NORTH PREVENTION

Chet Spencer informed the Township Board that Up North Prevention of Catholic Human Services is advancing substance abuse prevention efforts in northern lower Michigan. They are currently working in schools and are able to design classes to educate on subjects such as vaping, marihuana, alcohol, making good choices and peer pressure.

NEWSLETTER

Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe presented the Board with a draft for a newsletter to be inserted with the 2022 Summer Tax Bills. Moved by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers to approve the newsletter as presented with corrections to the tax and payment information and to insert the newsletter with the 2022 Summer Tax Bills with the cost of paper and printing to be charged to the Supervisor’s Department. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

REVENUE ALLOCATION FOR ORDINANCE NO 150

Clerk Michele Palevich advised the Township Board that she contacted the auditors regarding record keeping of potential revenue from marihuana licensures. Chelsea McConnell of Straley, Lamp & Kraenzlein informed that there would be 3 revenue GL #'s needed for state tax revenue, licensures and permits and inspection fees. The Township could create a new department to record associated expenses in the general fund.

ALPENA AREA CHAMBER OF COMMERCE – RED, WHITE & BLUE REVIEW

Supervisor Nathan Skibbe presented the Township Board with a sponsorship opportunity for the Red, White and Blue Review hosted by the Alpena Area Chamber of Commerce. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to sponsor the Red, White and Blue Review event in the amount of \$300.00 to be paid from GL #101-101-900.000, Printing and Publishing and donate the free ticket to a veteran. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

EAGLE SUPPLY CO. – WINDOW WASHING AND FLOOR QUOTE

Clerk Michele Palevich presented a quote from Eagle Supply Co. for window washing and refinishing floors at the township offices and the northside fire station. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to approve the quote from Eagle Supply Co. in the amount of \$3,100.00 for window washing and floor refurbishing for the township offices and northside fire station to be paid from GL #101-265-827.000, Janitorial Services. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

INSURANCE – REQUEST FOR PROPOSAL

The Township Board was presented with a request for proposals (RFP) for insurance for Property, Equipment Breakdown, Inland Marine, Electronic Data Processing Equipment, Comprehensive General Liability, Public Officials Wrongful Acts Liability, Employee Benefits Liability, Law Enforcement Liability, Automobile, Crime, Cyber Liability, Bonds and Workers' Compensation. Moved by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers to approve the Request for Proposal as presented with the amendment to change the clerk's bond limit to \$25,000.00 with the RFP posted on the township website and Supervisor Nathan Skibbe to contact by telephone local insurance agents. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

BUDGET ADJUSTMENTS

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

FIRE DEPARTMENT – OMEGA ELECTRIC ESTIMATE

Chief Mark Hansen presented the Township Board with an estimate from Omega Electric & Sign Company to remove extension cords from existing charging cord reels at both fire stations, install permanent wiring methods with receptacles and MC armoured cable. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to approve the Omega Electric & Sign Company estimate in the amount of \$620.00 to remove extension cords from existing charging cord reels at both fire stations, install permanent wiring methods with receptacles and MC armoured cable to be paid from GL #205-336-931.000, Maintenance & Repair Building. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

FIRE DEPARTMENT – MSA SCBA FLOW TESTING

Chief Mark Hansen presented a quotation from Apollo Fire Equipment Company for MSA Testing 4500 PSI, G1. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to approve the quote in the amount of \$1,446.00 to be paid from GL #205-336-801.000, Professional and Contractual Services, for MSA SCBA Certified Flow Testing. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

FIRE DEPARTMENT - HOSE TESTING GROUND LADDER TESTING

Chief Mark Hansen presented a quote from Waterway of Michigan for hose and ladder testing. The Township Board discussed 3rd party hose testing and in-house testing. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to table the item to the June 14, 2022 meeting so to further research what can be done such as, contacting the contractor who provided the quote to get documentation on when the last test was done and any documentation they have from previous tests, find out if mileage was included in the quote, to get additional quotes for this service and to estimate the cost of full time/paid on call employees to perform this testing. Voice Vote. Motion carried by unanimous voice vote.

CLOSED SESSION

Attorney/Client Privilege – Pending Tax Tribunal Litigation Discussion

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan that the Township Board enter into closed session for attorney/client privilege for the purpose of discussing pending tax tribunal litigation. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

The Board entered closed session at 7:30 p.m.

The Board left closed session at 7:38 p.m.

TAX TRIBUNAL CASE – CHEMICAL BANK

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to authorize the settlement of the Chemical Bank Michigan Tax Tribunal matter, by establishing the 2021 tax year true cash value at \$800,000.00, assessed value at \$400,000.00, and the taxable value at \$400,000.00. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

TAX TRIBUNAL CASE SETTLEMENTS

Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to authorize Township Assessor to settle Michigan Tax Tribunal Small Claims and Full Tribunal cases with the concurrence of the Township Supervisor. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

CLOSED SESSION

Attorney/Client Privilege – Water Litigation

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich that the Township Board enter into closed session for the purpose of discussing confidential settlement negotiations with the Township Attorney in the pending litigation involving the City of Alpena Water and Sewer Rates. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

The Board entered closed session at 7:41 p.m.

The Board left closed session at 8:14 p.m.

UTILITY FINANCIAL SERVICES, LLC.

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to amend the prior motion so that the City of Alpena and the Charter Township of Alpena will each pay half of the cost of the Utility Financial Services LLC. agreement out of their own funds. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

PUBLIC COMMENT

None.

DISCUSSION

Supervisor Nathan Skibbe advised that the Township had been awarded a grant in the amount of \$41,597.36 from the Department of Treasury for the First Responder Training and Recruitment Grant Program.

ADJOURNMENT

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 8:17 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe