

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
June 30, 2021 – 11:00 a.m.  
SPECIAL MEETING**

The Charter Township of Alpena Board of Trustees met in special session on Wednesday, June 30, 2021 at 11:00 a.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 Cash Kroll  
Trustee Steve Lappan  
Trustee Norm Poli

Absent: Trustee Russ Rhynard (Excused)

Others present: None

Supervisor Nathan Skibbe called the meeting to order at 11:00 a.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, and Supervisor Nathan Skibbe. Absent: Trustee Russ Rhynard

**AGENDA**

Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the agenda as presented. Voice Vote. Motion carried by unanimous voice vote.

**PUBLIC COMMENT**

None.

**FIRE DEPARTMENT – UPDATE**

Chief Dave Robbins discussed the staff schedule for July, 2021 and advised that the hiring process needs to continue as we cannot continue indefinitely with the current staffing. The Township Board, with Chief Dave Robbins, discussed contacting the active and inactive paid on calls and having inactive paid on calls return all equipment within 2 weeks. Chief Dave Robbins will be trying to work 8 hour shifts Monday through Friday. Chief Dave Robbins agreed to notify the Supervisor and Clerk's office prior to any trading of shifts. Engine 1 should be in service within 2 days. The 800 mhz radios will be moved to vehicles that are in need of them. Standard Operations Procedures (SOP) and Standard Operating Guidelines (SOG) are a work in progress and Trustee Steve Lappan will provide Chief Dave Robbins with a template of the Par Plan.

## **LETTER OF AGREEMENT – NEW FIREFIGHTER/EMT CLASSIFICATION**

Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to approve extending the Letter of Agreement with the International Association of Fire Fighters (IAFF) Local 1859 expiring on June 30, 2021 and additional 3 months, to expire on September 30, 2021, regarding the firefighter/EMT Classification as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: Trustee Norm Poli. Absent: Trustee Russ Rhynard. Motion carried ~~unanimously~~.

## **LETTER OF AGREEMENT – STAFFING SHORTAGE**

Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to approve extending the Letter of Agreement with the International Association of Fire Fighters (IAFF) Local 1859 expiring on June 30, 2021 and additional 3 months, to expire on September 30, 2021, regarding staffing shortage as presented. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: Norm Poli. Absent: Trustee Russ Rhynard. Motion carried ~~unanimously~~.

## **EMERGENCY MEDICAL SERVICE LICENSURE**

Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to direct Chief Dave Robbins to reduce the emergency medical service licensure for the Township from EMT Basic – Non-Transport to Medical First Responder (MFR) and update the Township’s name to Charter Township of Alpena on state website. 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: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

## **JOB DESCRIPTION**

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to update a job description for a full-time firefighter/medical first responder (MFR). Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

## **ADVERTISING FOR FIREFIGHTER/MFR**

Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich for the Clerk to advertise for the position of Firefighter/MFR and Paid on Call Firefighters, EMTs and MFRs on Indeed.com, free trade and union websites and publications and colleges and universities with fire academy and EMS training. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously.

## **FIRE DEPARTMENT TASK FORCE**

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to form a Fire Department Task Force for rebuilding the Fire Department, foster communication and build trust between the Fire Department and the Township Board and planning for the short term and long-term needs of the Fire Department consisting of Trustee Cash Kroll, Chair, Trustee Steve Lappan, Clerk Michele Palevich, Chief Dave Robbins, paid on call firefighter/EMT Tim Moggie and Treasurer Laura Ellery-Somers as an alternate. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Russ Rhynard. Motion carried unanimously. The task force will meet Friday, July 2, 2021 at 10:00 a.m. at the Township boardroom.

## **PUBLIC COMMENT**

Bert Francisco commented on the preparedness of the fire department.

## **DISCUSSION**

Supervisor Nathan Skibbe informed the Township Board that an unknown resident would like to know why those who voted no on the city contract voted no. Trustee Supervisor Cash Kroll commented on the contract cost and obligation to residents, Trustee Steve Lappan commented on the contract language, Clerk Palevich commented on length of contract and the Township's responsibility and Treasurer Laura Ellery-Somers commented on the contract termination. Clerk Michele Palevich commented on the many hours that some Township Board members devoted to the fire department issue.

## **ADJOURNMENT**

Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 12:24 p.m.

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Clerk Michele Palevich

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Supervisor Nathan Skibbe