

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
August 26, 2019 – 6:00 p.m.
MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, August 26, 2019 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 Norm Poli
Trustee Cash Kroll
Trustee Steve Lappan
Trustee Matt Dunckel

Absent: None

Others present: Attorney Tim Gulden

Supervisor Skibbe called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL

Roll was called; the following board members were present: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel and Supervisor Nathan Skibbe. Absent: None.

AGENDA

Moved by Trustee Matt Dunckel and supported by Trustee Norm Poli to approve the agenda as presented with the addition of 5. Pooling Accounts under New Business. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

Gary Partyka, 105 Channel Rd #1, Alpena, MI advised there are pot holes in the the bi-path and requested a status on the Rental Dwelling Ordinance. Trustee Steve Lappan advised that the Ad Hoc committee was working on the Rental Dwelling.

Mark Smith, 1050 Pine Rd, Alpena, MI appreciated the work the Township did on cleaning up 1051 Pine Rd, Alpena, MI but expressed concern there may still be a business on the property.

Larry Clark, 199 Bare Point Rd, Alpena, MI 49707 advised that the wetland survey has been finished for the Polijan Property (proposed 45th parallel Park) and proposed bi-path extension. There will be a work bee on September 10, 2019 at Partridge Point Park and he feels the Blight Ordinance needs to address cutting grass and weeds.

PAYMENT OF BILLS

Moved by Trustee Steve Lappan and supported by Trustee Matt Dunckel 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 Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

MINUTES

August 13, 2019

Moved by Trustee Norm Poli and supported by Trustee Cash Kroll to approve the meeting minutes as presented with a correction under Cadillac Accounts Receivable Management Inc/Collections to correct Trustee Steve Lappan's vote to a NAY. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

Correspondence included: Township – Planning Commission – Minutes – August 12, 2019. Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to receive and file the correspondence. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC HEARING – LAKEWOOD SPECIAL ASSESSMENT

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to open the Public Hearing for the Lakewood Special Assessment. Voice Vote. Motion carried by unanimous voice vote.

Alpena County Road Commission Managing Director Larry Orcutt advised that the Road Commission is advertising for bids and that the project is progressing forward.

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to Close the Public Hearing for the Lakewood Special Assessment. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

PROPOSED ADOPTION OF RESOLUTION 4 LAKEWOOD SPECIAL ASSESSMENT

Supervisor Nathan Skibbe advised that the costs for the Lakewood Special Assessment have not been finalized. Therefore, it was moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to table the Proposed Adoption of Resolution 4 Lakewood Special Assessment. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

POLICY & PROCEDURE MANUAL

Clerk Michele Palevich would like to revise the Emergency Closing policy and had additional questions regarding the manual. Trustee Steve Lappan and Treasurer Laura Ellery-Somers also had questions. Supervisor Nathan Skibbe requested all questions be emailed to him and that the Personnel Committee would address. Motion was made by Trustee Cash Kroll and supported by Trustee Matt

Dunckel to table the Policy & Procedure Manual until the September 10, 2019 Board of Trustees meeting. Voice Vote. Motion carried by unanimous voice vote.

NIMS TRAINING

Chief Dave Robbins advised that Lieutenant Tom Tolen was attending National Incident Management Systems Training (NIMS) on August 27 & 28, 2019 and would like mileage reimbursement for attending. Motion was made by Trustee Matt Dunckel and supported by Treasurer Laura Ellery-Somers to reimburse Lieutenant Tom Tolen mileage to attend the National Incident Management Systems Training (NIMS) on August 27 & 28, 2019. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

FIRE INVESTIGATION CLASS

Chief Dave Robbins advised that Lieutenant Chris Stephens would be attending Northern Lower Michigan Fire Investigation Class and was requesting reimbursement for one nights lodging. Motion was made by Trustee Norm Poli and supported by Trustee Matt Dunckel to reimburse Lieutenant Chris Stephens for one night of lodging to attend the Northern Lower Michigan Fire Investigation Class. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

FIRE DEPARTMENT – LIGHT DUTY EMPLOYEE

Chief Dave Robbins inquired about a part-time on call fire fighter, who was injured while not on duty, doing light duties at the fire station. Clerk Michele Palevich advised that we currently do not have a light duty program but that the Clerk's office is working with the State on a Return to Work Program for both employees out on family medical leave and worker's compensation.

FIRE DEPARTMENT – CREDIT CARDS

Chief Dave Robbins turned in Captain Mark Hall's credit card. The Board discussed further researching and exploring options for fleet cards for the fire department. Motion was made by Trustee Cash Kroll and supported by Trustee Steve Lappan to table the credit cards until a later meeting. Voice Vote. Motion carried by unanimous voice vote.

INTRODUCTION OF ORDINANCE NO. 140 INDUSTRIAL PRETREATMENT SEWER USE & DISCHARGE

Motion by Trustee Steve Lappan and supported by Trustee Norm Poli to introduce proposed Ordinance No. 140 & to publish notice that the ordinance will be considered for adoption at the Board of Trustees next meeting. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

POOLING ACCOUNTS

Motion by Trustee Steve Lappan and supported by Trustee Cash Kroll to give permission to the Clerk and Treasurer to begin pooling the General Fund, Water Fund and Public Safety Fund for time and financial efficiencies. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

PUBLIC COMMENT

Steve Schulwitz, The Alpena News, notified the Board that the Attorney General will be in Alpena on October 29, 2019. There will be an invite only meeting with the Attorney General regarding FOIA. Clerk Michele Palevich expressed interest for her and the Deputy Clerk to attend.

DISCUSSION

Trustee Norm Poli advised the Board that there is a Good Morning Alpena breakfast on September 6, 2019 at 7:00 a.m. to kick off the United Way fund raiser. He hopes to see more representation of the Board at the breakfast.

Supervisor Nathan Skibbe reminded the Board that the Fire Department's Fill the Boot Campaign for MDA will be Friday, August 30, 2019.

ADJOURNMENT

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 7:02 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe