

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
August 28, 2023 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, August 28, 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 Norm Poli
Trustee Russ Rhynard

Absent: Trustee Cash Kroll (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 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 Trustee Steve Lappan and supported by Trustee Russ Rhynard to approve the agenda with the deletion of New Business item #13 Fire Department – County Wide Radio Purchasing Project and Closed Session – Water Litigation and with the addition of New Business item #1 Resolution to Extend the Compensation Committee Meeting Date. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – July 17, 2023 (Special), Department Reports and Correspondence: Alpena County Road Commission Meeting Minutes – June 6, 2023, Alpena County Road Commission Report, Federal Energy Regulatory Commission Letter -July 7, 2023, Thunder Bay Beacon, Alpena County Road Commission Meeting Minutes – July 7, 2023, Alpena County Road Commission Report July 3-23, 2023, Federal Energy Regulatory Commission Letters and Alpena Suicide Prevention Walk 2023. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve payment of the bills, approve Board of Trustee minutes and receive and file department reports and correspondence 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.

RESOLUTION TO EXTEND LOCAL OFFICIALS COMPENSATION COMMISSION MEETING DATE DEADLINE

Attorney Tim Gulden presented the Township Board with a resolution to extend the deadline for the Local Officials Compensation Commission meeting deadline to no later than October 2, 2023. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the Resolution to Extend Local Officials Compensation Commission Meeting Date Deadline as presented. 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.

RESOLUTION DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL

Treasurer Laura Ellery-Somers presented the Township Board with a resolution that Nicolet Bank required to move money from an old CD to a new CD. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve the Resolution Designating Public Depository and Authorizing Withdrawal as presented. 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.

RESOLUTION TO ADOPT THE ALPENA AREA LAKE HURON FOREVER PLEDGE

The Township Board was presented with a resolution to adopt the Alpena Area Lake Huron Forever Pledge. Patrick Heraghty, Executive Director of the Community Foundation for Northeastern Michigan, advised that the goal of the pledge is to protect Lake Huron and Abigail Ertel of Huron Pines stated that the pledge shows a commitment to water quality and informed that there are over 50 organizations involved. Supervisor Nathan Skibbe advised that through zoning the Township will uphold the pledge. Moved by Clerk Michele Palevich and supported by Supervisor Nathan Skibbe to approve the Resolution to Adopt the Alpena Area Lake Huron Forever Pledge as presented. 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.

**NORTH POINTE SHORES SPECIAL ASSESSMENT
Resolution of Intent
(Special Assessment Resolutions 1 & 2)**

Supervisor Nathan Skibbe reviewed the process for the special assessment and informed the Township Board that resolutions 1 and 2 state that more than 50% of parcel owners in the proposed special assessment district were in support per the petitions received and filed in the Clerk's office and set the date of September 25, 2023 for a public hearing on any objections to or comments in support of the petition and notice will be served to all property owners in the proposed special assessment district and published in the Alpena News twice. The proposed assessment is \$600.00 per parcel per year for 5 years. Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to adopt a Resolution of Intent (Special Assessment Resolutions 1 & 2). 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.

BUDGET ADJUSTMENTS

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

QUADIENT LEASE AGREEMENT – POSTAGE METER & FOLDER INSERTER

Supervisor Nathan Skibbe presented a lease agreement from Quadient Leasing for a postage meter and folder inserter. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the lease agreement 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.

WATER TOWER LEASE AGREEMENT

Supervisor Nathan Skibbe informed the Township Board of the negotiations with Verizon for leasing space on the M-32 water tower and requested support from the Township Board of the Township's offer of \$1,600.00 per month and a five percent (5%) rent escalator every year for five (5) years. Moved by Clerk Michele Palevich and supported by Trustee Norm Poli that the Township Board support Supervisor Nathan Skibbe's recommended offer to Verizon as presented. 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.

FRANK’S KEY & LOCK SHOP, INC. ESTIMATE

Supervisor Nathan Skibbe presented the Township Board with a quote from Frank’s Key & Lock Shop, Inc. for a codelock & door closer for the door between the election equipment bay and the DPW bays for security when garage doors are open. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to approve the estimate from Frank’s Key & Lock Shop, Inc. for a codelock and door closer in the amount of \$1,435.00 to be paid from GL #101-265-930.010, Building & Improvements. 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.

SKYLIGHT REPLACEMENT QUOTES

Supervisor Nathan Skibbe presented 2 quotes for replacement of 8 skylights that leak in the boardroom and kitchen and recommended the Story Roofing Company, Inc. quote. Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to approve the skylight replacement quote from Story Roofing Company, Inc. in the amount of \$9,235.00 to be paid from GL #101-265-931.000, Maintenance & Repair Building. 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.

C & S CARRIERS – DUST CONTROL INVOICE

Supervisor Nathan Skibbe presented an invoice for dust control at the Piper Road Water Tower, M-32 DNR office and Township offices. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve payment of the C & S Carriers invoice in the amount of \$2,118.24 to be paid from GL #592-537-932.000, Grounds Maintenance & Repair. 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.

RESOLUTION APPROVING SUBMISSION OF WATER RESOURCES DIVISION GRANT APPLICATION FOR COASTAL RESILIENCY PURPOSES

Supervisor Nathan Skibbe advised that an application was submitted for a grant to offset the costs of the Township’s master plan. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to approve the Resolution Approving the Submission of Water Resources Division Grant Application for Coastal Resiliency Purposes as presented. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**F & V OPERATIONS & RESOURCE MANAGEMENT, INC. AGREEMENT –
AMENDMENT NO. 1**

Supervisor Nathan Skibbe presented the Township Board with an amendment to the F & V Operations Contract that extended the agreement to 7 years, a reduction of the operation and maintenance allowance to \$125,000.00 annually and revised the definition of routine operations. Moved by Trustee Russ Rhynard and supported by Trustee Steve Lappan to approve Amendment No. 1 to the Operation and Maintenance Agreement for Water and Wastewater System 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.

FIRE DEPARTMENT – BIO-CARE QUOTE

Lieutenant Scott Waterson, Acting Chief, presented a quote from Bio-Care for BD screening, and annual Respiratory Medical Questionnaire and Pulmonary Function Test and he also recommended approval. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve the Bio-Care quote in the amount of \$2,130.00 to be paid from GL #205-336-963.000, Physicals, as presented. 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.

PUBLIC COMMENT

None.

DISCUSSION

Trustee Norm Poli commented on the Fixed Asset Disposal list and discussing the 2020 Ford F-150 Rescue pickup and 2005 Chevy Blazer at the next meeting.

Trustee Steve Lappan commented on hall rental.

Treasurer Laura Ellery-Somers commented on maintenance to the front doors.

Trustee Russ Rhynard commented on land sales.

ADJOURNMENT

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 7:34 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe