

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
September 14, 2021 –11:00 a.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Tuesday, September 14, 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 Norm Poli
Trustee Russ Rhynard
Trustee Steve Lappan

Absent: Trustee Cash Kroll (Excused)

Others present: Attorney Tim Gulden

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 Russ Rhynard and Supervisor Nathan Skibbe. Absent: Trustee Cash Kroll

AGENDA

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to approve the agenda as presented with moving Brownfield Redevelopment Authority to #1 under new business. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

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

MINUTES

August 23, 2021 (Regular)

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the meeting minutes as presented. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

Correspondence included: Alpena Power Company – Hearing Notice, Planning Commission – Minutes August 30, 2021, F&V Operations – Maintenance Agreement 2021 Annual Compensation. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to receive and file correspondence. Voice Vote. Motion carried by unanimous voice vote.

FIRE REPORT – RYNO SCHOLTZ

Ryno Scholtz presented the Organizational Development Intervention Report he had written which consisted of the history of the department through the perspective of the fire department and a diagnosis of where it is today. Mr. Scholtz answered questions from the Board the Trustees and offered his services to work with the Township Board on the rebuilding of the fire department.

FIRE CHIEF EMPLOYMENT AGREEMENT

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to approve the Fire Chief Employment Agreement as presented with the following changes: in Section 2. Term remove -year and add an s to (3) years., under Compensation and Benefits E IV after the Township add, in concert or agreement with the insurance carrier and Section 5 Other Provisions C remove the work The after Supervision/Annual Evaluation. 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.

FIREFIGHTER/MFR

Chief Mark Hansen recommended the hiring of James Bolanowski as a Firefighter/Medical First Responder. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to extend an offer of employment as a full-time firefighter/Medical Fire Responder contingent upon passing the physical, drug screening, background check, agility test and receipt of required certifications. 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.

COUNTY WIDE PAGER PURCHASE

Chief Mark Hansen advised the Township Board that Alpena County is offering a partnership with the townships and city for the purchase of either 2 portable radios or 6 pagers. Chief Mark Hansen recommended the purchase of 6 pagers. Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to move forward with the purchase of 6 pagers through the Alpena County program at a cost not to exceed \$2,000.00 to be paid from GL #205-336-956.000. 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.

FIRE DEPARTMENT UPDATE

Chief Mark Hansen informed the Township Board that he has met with Mike Gambos from Par Plan regarding Standard Operating Procedures and Standard Operating Guidelines and is working on CPR/AED training for all employees of the Township. From August 23, 2021, through September 13, 2021 the Fire Department has responded to 48 medical calls, 8 vehicle accidents, 11 service calls, 5 hazardous calls and 5 fires. James Bolanowski and Matt Benedict will be attending Isolation and Quarantine for Rural Communities and ICS 300 and ICS 400 training in Gaylord. Supervisor Nathan Skibbe acknowledged that he received communication from the City of Alpena regarding Luke Meisner, Jeremy Jones, Matt Klimczak and Kevin Ginter's professional response to a medical call helped save a life and that the Township should be proud. Chief Mark Hansen advised the Township Board that the engines are not equipped with monitor nozzles and he is working on options to fund the purchase. Trustee Steve Lappan suggested grant opportunities. The Personnel Committee is meeting to discuss costs associated with the fire department on September 16, 2021.

BUDGET ADJUSTMENTS

Supervisor Nathan Skibbe presented the Township Board with budget adjustments. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the budget adjustments 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.

BROWNFIELD REDEVELOPMENT AUTHORITY

Julie Lowe, the Brownfield Coordinator from EGLE for our district, discussed the Brownfield Redevelopment Authority and redevelopment of the bus garage property where there is ground water and soil contamination that must be addressed. The Brownfield Redevelopment Authority needs to discuss grant application and the Brownfield plan, which will cover state and local tax capture. The money captured is used to reimburse the developer for costs. Julie Lowe recommended reviewing and updating the bylaws.

BROWNFIELD REDEVELOPEMENT AUTHORITY APPOINTMENTS

Supervisor Nathan Skibbe recommended the following people to be appointed to the Brownfield Redevelopment Authority Board: Mike Mahler, Michelle Woodruff, Nick Montie, Robert Young and Nathan W. Skibbe. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to appoint Mike Mahler, Michelle Woodruff, Nick Montie, Robert Young and Nathan W. Skibbe to 3-year terms beginning September 14, 2021 as members of Brownfield Redevelopment Authority. 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.

MAC CONSULTING SERVICE, LLC

Moved by Trustee Norm Poli and supported Trustee Steve Lappan to approve the proposal with Mac Consulting Services LLC to consult on the Aldi project not to exceed \$12,100.00. Trustee Norm Poli withdrew his motion and Trustee Lappan withdrew his support. Moved by Trustee Norm Poli and supported by Trustee Russ Rhynard to table the proposal from Mac Consulting Service, LLC. Voice Vote. Motion carried by unanimous voice vote.

R & R FIRE TRUCK REPAIR INC. INVOICES

Moved by Trustee Russ Rhynard and supported by Trustee Steve Lappan to approve the invoices from R & R Fire Truck Repair Inc. for a total of \$3,880.85 to be paid from GL #205-336-981.000, Vehicle Maintenance. 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.

F & V OPERATIONS – MICHIGAN LIFT STATION PUMP #2

The Township Board was presented with a proposal from F & V Operations for the replacement of pump #2 at the Michigan lift station. Moved by Trustee Russ Rhynard and supported Trustee Steve Lappan to approve the purchase of a new pump #2 for Michigan Lift Station for a cost of \$29,283.00 including installation to be paid for GL #592-100-754.000 Maintenance of System. 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.

PIPER ROAD TOWER ADDITIONAL REPAIRS

Mark Bratschi from F & V Operations updated the Township Board on the status of the painting and repairs for the Piper Road tower and advised the project will take about 4 weeks. Mark Bratschi informed the Township Board of additional repairs in the amount \$6,050.00 that were discovered once the project began. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve the repairs for the Piper Road Tower in the amount of \$6,050.00 by L & T Painting to be paid from GL #592-100-759.000 Water Tower Maintenance and to amend the budget to transfer \$1,550.00 from GL #592-100-754.000 Maintenance on System to GL #592-100-759.000 Water Tower Maintenance. 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.

GILMET CONSTRUCTION SERVICES

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to approve the Contract for Building Department Management effective October 1, 2021, through December 31, 2021, with Donald H. Gilmet 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.

WATER & SEWER LAWN CARE BIDS FOR 2022

The Township Board was presented with 3 bids for lawn care for 2022 for the water towers and lift stations. Moved by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers to accept the bid from 2 Old Farts Lawn Care Service contingent that they have not less than \$1,000,000.00 in liability coverage and add the Township as an additional insured. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Treasurer Laura Ellery-Somers. NAYES: Supervisor Nathan Skibbe. Absent: Trustee Cash Kroll. Motion carried.

PUBLIC COMMENT

Ryno Scholtz commented on having public relations person.

Chief Mark Hansen informed the Township Board that Firefighter/EMT Tom Tolen received the Tunnel to Towers Follow the Footsteps award.

DISCUSSION

Trustee Norm Poli requested the first meeting of every month the Township Board will receive department reports from the Supervisor, Treasurer and Clerk. Treasurer Laura Ellery-Somers requested that trustee's give a report also. Clerk Michele Palevich requested monthly department reports from all departments to include the Assessing, Building, Water & Sewer and Fire Departments.

Trustee Norm Poli would like copies of resumes of candidates recommended for hire be reviewed by the Township Board.

ADJOURNMENT

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 1:37 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe