

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
September 25, 2023 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, September 25, 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 Cash Kroll
Trustee Russ Rhynard

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 Trustee Russ Rhynard and supported by Trustee Steve Lappan to approve the agenda with the addition of New Business item 11. Fire Department – Letters and 12. Policy & Procedures – Photo Identification Badge Policy. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

Marquam Johnson commented on Fire Department Letters and the fire service manpower.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – August 28, 2023 (Regular), Department Reports and Correspondence: Planning Commission Minutes – August 14, 2023. Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll 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 Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Norm Poli. Motion carried unanimously.

PUBLIC HEARING NORTH POINTE SHORES SPECIAL ASSESSMENT

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to open the public hearing for the North Pointe Shores Special Assessment. 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.

Attorney Tim Gulden informed that the purpose of the public hearing is the necessity of the project. Any objections need to be in writing.

Supervisor Nathan Skibbe, upon request of Suzanne Labadie, read her letter objecting to the Special Assessment.

Helen Szpunar voiced her objections to the Special Assessment.

John Briggs commented that the Special Assessment is fair.

Dan McNeil commented in favor of the Special Assessment.

Suzanne Labadie voiced that her objection was not with the amount of the special assessment but with North Pointe Shores management.

Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to close the public hearing for the North Pointe Shores Special Assessment. 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.

NORTH POINTE SHORES SPECIAL ASSESSMENT

Resolution of Adoption (Special Assessment Resolution 3)

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to adopt North Pointe Shores Special Assessment Resolution of Adoption (Special Assessment Resolution 3) as presented. 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.

Resolution Setting Hearing on Special Assessment Roll (Special Assessment Resolution 4)

Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to adopt North Pointe Shores Special Assessment Resolution Setting Hearing on Special Assessment Roll (Special Assessment Resolution 4) as presented. 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.

PAID ON CALL RAISE – TIERS

Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to table the Paid-on Call Raise Tiers to the October 23, 2023 Board of Trustee meeting to be able to include accountability and checks and balances. Voice Vote. Motion carried by unanimous voice vote.

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 Cash Kroll to approve the budget adjustments 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.

2023 TAX RATE REQUEST L-4029

Clerk Michele Palevich presented the Township Board with the 2023 Tax Rate Request L-4029 form for approval. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve the 2023 Tax Rate Request L-4029 form as presented. Voice Vote. Motion carried by unanimous voice vote.

RESOLUTION REGARDING POLICY AND PROCEDURE FOR THE INSPECTION OF REAL PROPERTY

Supervisor Nathan Skibbe and Assessor Allan Berg presented the Township Board with a resolution regarding the inspection of real property. Moved by Trustee Russ Rhynard and supported by Trustee Steve Lappan to approve the Resolution Regarding Policy and Procedure for the Inspection of Real Property as presented. 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.

RESOLUTION ESTABLISHING EARLY VOTING PRECINCT

Clerk Michele Palevich presented the Township Board with a resolution to establish an early voting precinct. Moved by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers to approve the Resolution Establishing Early Voting Precinct as presented. 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.

PERSONNEL COMMITTEE AND POLICY & PROCEDURES RECOMMENDATION

Chief Hansen brought forward a request to both the Personnel Committee and the Policy & Procedures Committee to revise Section 5.9 Employment of Relatives in the Policy & Procedures Manual. Trustee Cash Kroll of the Personnel Committee and Treasurer Laura Ellery-Somers of the Policy & Procedure Committee both informed the Township Board that their committees did not recommend any changes to the policy of employing relatives.

1010 TECHNOLOGY COMPUTER QUOTE

Treasurer Laura Ellery-Somers advised that new computers for the Deputy Treasurer and an administrative assistant were needed. A quote from 1010 Technology Center, Inc. was provided. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to purchase two (2) computers from 1010 Technology Center, Inc. not to exceed \$3,100.00 to be charged to the GL #'s as presented. 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.

FIRE DEPARTMENT - COUNTY WIDE RADIO PURCHASE PROGRAM

Chief Mark Hansen presented a quote for radios and pagers and informed the Township Board of a matching grant from the County of Alpena in the amount of \$2,857.14. Chief Hansen recommended the purchase of one (1) mobile radio, one (1) portable radio and two (2) pagers. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to purchase two (2) Kenwood Unication 700/800 MHz Voice Pagers, one (1) Kenwood 700/800 MHz P25 Portable Radio and one (1) Kenwood 700/800MHz P25 Mobile Radio Dash Mount Control Head Radio from Grand Traverse Mobile Communications at a cost of \$3,527.26 to the Township to be paid from GL #205-336-850.000, Communications Equipment. 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.

FIRE DEPARTMENT - R&R FIRE TRUCK REPAIR ESTIMATE

Chief Mark Hansen presented the Township Board with an estimate for Maintenance & DOT/Pump Testing of Engine 3 so it may be put back in service. Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to approve the estimate from R&R Fire Truck Repair Inc. in the amount of \$2,259.95 for the 1987 Pierce Fire Truck (Engine 3) for maintenance and DOT/Pump Testing in the amount of \$2,259.95 to be paid from GL #205-336-938.000, Vehicle Maintenance. 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.

FIRE DEPARTMENT - SOUTH STATION GARAGE DOOR PROJECT QUOTES

Chief Mark Hansen presented the Township Board with estimates for two (2) new garage doors for the Southside Fire Station. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to approve the estimate from Ossineke Hardware & Building Supply for two (2) new garage doors in the amount of \$6,629.90 to be paid from GL #205-336-931.000, Maintenance & Repair - Building. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: Trustee Russ Rhynard. Absent: Trustee Norm Poli. Motion carried.

FIRE DEPARTMENT – RESPONSE VEHICLE DISCUSSION

The Township Board discussed the future uses of the 2005 Chevy Blazer and the 2020 Ford F150 Rescue. Moved by Trustee Russ Rhynard and supported by Trustee Steve Lappan to return the 2005 Chevy Blazer to the State of Michigan as it was originally received. 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.

Moved by Clerk Michele Palevich and supported Trustee Cash Kroll to remove the 2020 Ford F150 Rescue vehicle from the Fixed Asset Disposal List and only be used for fire related business, not to be driven to and from home. Trustee Russ Rhynard moved to table the discussion of the 2020 Ford F150 Rescue. Motion died with no support. Roll call vote was taken for original motion by Clerk Michele Palevich and supported by Trustee Cash Kroll to remove the 2020 Ford F150 Rescue vehicle from the Fixed Asset Disposal List and only be used for fire related business, not to be driven to and from home. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: Trustee Russ Rhynard. Absent: Trustee Norm Poli. Motion carried.

FIRE DEPARTMENT – LETTERS

Supervisor Nathan Skibbe presented the Township Board with letters of engagement to the City of Alpena and County of Alpena to begin communication. Moved by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers to send the letter of engagement as presented to the County of Alpena. 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.

Moved by Trustee Russ Rhynard and supported by Supervisor Nathan Skibbe to send the letter of engagement as presented to the City of Alpena. Roll call vote was taken. AYES: Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Trustee Cash Kroll. Absent: Trustee Norm Poli. Motion failed.

POLICY & PROCEDURE PHOTO IDENTIFICATION BADGE POLICY

The Policy & Procedure Committee Chair Laura Ellery-Somers presented the Township Board with a recommendation of a Photo Identification Badge Policy & Procedure. Motion made by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve the Photo Identification Badge Policy & Procedure 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.

PUBLIC COMMENT

Marquam Johnson commented on the shortage of people & equipment and value of first responders.

Matt Klimczak commented on the letter to the City of Alpena and the water litigation.

Chad Esch commented on the water litigation and the Fire Chief's response vehicle.

Tim Moggie commented on timecards and tanker RFP.

Jim Stachlewitz commented on the number of structure fires.

Kevin Galloway commented on the 2020 Ford F150 Rescue and response time.

DISCUSSION

None.

ADJOURNMENT

Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to adjourn. Voice Vote. Motion carried unanimously. The meeting adjourned at 8:49 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe