

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
September 26, 2022 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, September 26, 2022 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
Trustee Cash Kroll
Trustee Russ Rhynard
Trustee Norm Poli
Treasurer Laura Ellery-Somers

Absent: Trustee Steve Lappan (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, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: Trustee Steve Lappan.

AGENDA

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to approve the agenda as presented with the addition of the following New Business items: 12. Alpena County Road Commission Road Agreements and 13. Wyndham Garden Estates Water and Sewer Agreement. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – August 22, 2022 (Regular) and August 29, 2022 (Special), Correspondence: Alpena County Road Commission Minutes – August 2, 2022, Alpena County Road Commission Minutes – August 8, 2022, Alpena County Road Commission Road Report – July 25, 2022 to August 28, 2022, Federal Energy Regulatory Commission – Emergency Action Plan Letter, Federal Energy Regulatory Commission – Dam Safety Inspection Follow-up Letter, Federal Energy Regulatory Commission – Dam Safety Inspection Follow-up Letter, Federal Energy Regulatory Commission – Dam Safety Inspection Follow-up Letter, Alpena Resource Recovery Board Letter and Planning Commission Minutes- September 12, 2022. Moved by Clerk Michele Palevich and supported

by Trustee Russ Rhynard to approve payment of the bills, approve Board of Trustee minutes and receive and file correspondence as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

**OMEGA ELECTRIC & SIGN CO. INC.
EXIT SIGNS AND LIGHTING INVOICE**

Supervisor Nathan Skibbe presented the Township Board with an invoice from Omega Electric & Sign Co. Inc. in the amount of \$2,941.00 for exit egress and lighting work that had been completed at 4385 US 23 N, Alpena, MI and informed the Township Board that \$1,661.00 had previously been approved at the June 14, 2022 Board of Trustees meeting. The additional cost was due to the existing signs not being in compliance to afford the exterior lighting. Moved by Trustee Cash Kroll and supported by Treasurer Laura Ellery-Somers to approve payment of \$2,941.00 to be paid from GL# 101-265-931.000, Maintenance & Repair Building, to Omega Electric & Sign Co. Inc. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

**STRALEY, LAMP AND KRAENZLEIN P.C.
AUDIT REPORT**

Chelsea McConnell, CPA of Straley, Lamp & Kraenzlein P.C., presented the Township Board with the audit report for the April 1, 2021 to March 31, 2022 fiscal year. Ms. McConnell reviewed the Communication with Those Charged with Governance letter, the Matters for Managements Consideration letter and the April 1, 2021 to March 31, 2022 Audit. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to receive and file the April 1, 2021 to March 31, 2022 Audit. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

BUDGET ADJUSTMENTS

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

DISPOSAL OF FIXED ASSET LIST

Supervisor Nathan Skibbe presented the Disposal of Fixed Asset List which included the 2018 Ford Tractor with implements and the 2016 Cub Cadet Lawnmower. Moved by Trustee Cash Kroll and supported by Treasurer Laura Ellery-Somers to approve the Disposal of Fixed Asset List as presented. Voice Vote. Motion carried by unanimous voice vote.

2022 TAX RATE REQUEST L-4029 FORM

Clerk Michele Palevich presented the Township Board with the 2022 Tax Rate Request L-4029 form for approval. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to approve the 2022 Tax Rate Request L-4029 form as presented. Roll call vote was taken. AYES: Clerk

Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

WATER DEPARTMENT – M-32 BOOSTER STATION

Catherine Winn, Operator in Charge from F&V Operations, presented to the Township Board 5 quotes to replace or rebuild the M-32 Booster Station pump and recommended the approval of the Kennedy Industries quote for a new pump. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to purchase a new pump from Kennedy Industries in the amount of \$11,732.00 to be paid from GL # 592-537-931.000, Maintenance on System. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

FIRE DEPARTMENT – NEW HIRE

Chief Mark Hansen recommended the hire of James Stachlewitz, who is currently a paid-on-call, as a full-time fire fighter/MFR. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to hire James Stachlewitz as a full-time fire fighter/MFR contingent on successful completion of pre-employment requirements. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

R & R FIRE TRUCK REPAIR INVOICE – 2013 SPARTAN REPAIR

Chief Mark Hansen presented the Township Board with an invoice from R & R Fire Truck Repair Inc. for repairs on the 2013 Spartan Smeal Engine. Moved by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers to pay R & R Fire Truck Repair Inc. in the amount of \$1,043.10 for repairs to the 2013 Spartan Smeal Engine to be paid from GL #205-336-938.000, Vehicle Maintenance. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

TURNOUT GEAR QUOTES

Chief Mark Hansen presented the Township Board with a quote from R & R Fire Truck Repair Inc. for a new set of turnout gear for a paid-on-call. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to purchase a set of turnout gear in the amount of \$2,488.00 from R & R Fire Truck Repair Inc. to be paid from GL #205-336-731.000, Paid-on-Call Personal Protective Equipment. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Trustee Cash Kroll. NAYES: Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. Absent: Trustee Steve Lappan. Motion failed.

OMEGA ELECTRIC & SIGN CO. INC. QUOTES

Chief Mark Hansen presented the Township Board with an estimate from Omega Electric & Sign Co. Inc. for new signs for the north and south fire stations. Moved by Trustee Cash Kroll and supported by Treasurer Laura Ellery-Somers to approve purchase of 2 signs from Omega Electric & Sign Co. Inc. for the north and south fire stations in the amount of \$1,166.00 to be paid from GL #205-336-931.000, Maintenance & Repair of Building. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers and

Trustee Cash Kroll. NAYES: Trustee Norm Poli, Clerk Michele Palevich, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: Trustee Steve Lappan. Motion failed.

SOUTHSIDE STATION BUILDING RENOVATIONS QUOTES

Chief Mark Hansen presented the Township Board with estimates to reface the southside fire station and to paint the outside of the building. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to approve the purchase of building materials from Builders First Source in the amount of \$1,813.93, labor from Woodland Custom Homes in the amount of \$3,000.00 and paint from Sherwin Williams in the amount of \$1,178.90 for a total of \$5,992.83 to be paid from GL #205-336-931.000, Maintenance & Repair of Building. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers and Trustee Cash Kroll. NAYES: Clerk Michele Palevich, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. Absent: Trustee Steve Lappan. Motion failed.

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve purchase of paint from Sherwin Williams in the amount of \$1,178.90 to be paid from GL #205-336-931.000, Maintenance & Repair of Building for the outside of the southside fire station. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: Trustee Cash Kroll and Trustee Norm Poli. Absent: Trustee Steve Lappan. Motion passed.

NORTHSIDE STATION – GARAGE DOOR QUOTES

Chief Mark Hansen presented the Township Board with estimates for a new garage door for the back of the northside fire station and 2 new garage door openers. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to purchase a new garage door with a pass-through door and 2 new garage door openers for the northside fire station from Ossineke Hardware & Building Supply in the amount of \$9,672.40 including labor 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 Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

Chief Mark Hansen inquired about soliciting donations for the southside station renovation. Attorney Tim Gulden informed the Township Board and Chief Mark Hansen that the Township may accept donations.

ALPENA COUNTY ROAD COMMISSION ROAD AGREEMENTS

Supervisor Nathan Skibbe presented the Township Board with Alpena County Road Commission Road Agreements for Guyotte Road, Birch Road, Boilore Road, Haken Road and Long Lake Road. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard to approve the road agreements as presented for a total cost to the Township of \$49,986.00 contingent upon clarification of the Township's share for the Long Lake Road project. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

WYNDHAM GARDEN ESTATES

Mark Szczepanik, President of Wyndham Garden Estates, addressed the Township Board regarding; 1. Providing coordination and cooperation and sharing 50% of the cost to restore street lighting that was disconnected when the lift stations were upgraded. 2. Updating the Water and Sewer Agreement to have lift station electricity be the responsibility of the Township. 3. Give Wyndham Garden Estates the right to attach, access and maintain an electric service box and power meter on panel provided by the Township. Mr. Szczepanik requested these items be addressed at the October 24, 2022 meeting of the Board. Moved by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers to table Wyndham Garden Estates requests until the October 24, 2022 meeting. Voice Vote. Motion carried by unanimous voice vote.

DEPARTMENT REPORTS

Clerk: Clerk Michele Palevich presented a written report for August, 2022.

Treasurer: Treasurer Laura Ellery-Somers presented a written report for August, 2022.

Supervisor: Supervisor Nathan Skibbe presented a written report.

Building: Monthly and Year to Date August 2021/2022 Permit Comparison was presented to the Township Board.

Fire: Chief Mark Hansen presented a written report for August, 2022.

Water: F & V Operations provided the operating report for August, 2022.

CLOSED SESSION

Attorney/Client Privilege – Water Litigation

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to enter closed session in order to (1) consider a written confidential legal opinion from the Township attorney pursuant to MCL 15.268(1)(h), and (2) consult with the Township attorney regarding trial strategy in the water and sewer rate litigation pursuant to MCL 15.268(1)(e). Roll call vote was taken. AYES: Trustee Norm Poli, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

The Board entered closed session at 8:04 p.m.

The Board left closed session at 8:49 p.m.

WATER DEPARTMENT – CITY WATER & SEWER RATE

Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to request the City of Alpena provide updated cost information on water and sewer to enable the Township consultant to calculate a tentative rate increase to the City of Alpena. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

WATER DEPARTMENT – LOAN FROM GENERAL FUND

Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to authorize an interfund loan from the General Fund to the Water Fund in the amount of \$264,000.00 contingent upon review and approval of the auditor. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Steve Lappan. Motion carried unanimously.

PUBLIC COMMENT

Jeremy Jones commented on the southside fire station.

Kevin Galloway commented on turnout gear.

Melissa Hoskinsons commented on the Fire Department.

Blaine Gaunt commented on the southside fire station.

DISCUSSION

None.

ADJOURNMENT

Moved by Trustee Norm Poli and supported by Clerk Michele Palevich to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 9:03 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe