

Stair Chair: It was moved by Trustee Dunckel, seconded by Trustee Baker to purchase a stair chair in the amount of \$3,200 as budgeted in the 2011-12 budget. Motion carried by unanimous roll call vote. Yeas: Diamond, Dubey, Baker, Dunckel, Schuelke, Twite and Mischley. Nays: None.

Thread Mill: It was moved by Trustee Dunckel, seconded by Trustee Mischley to purchase a thread mill for the northside workout room for an amount not to exceed \$1,000. Motion carried by unanimous roll call vote. Yeas: Dubey, Baker, Schuelke, Dunckel, Twite, Mischley and Diamond. Nays: None.

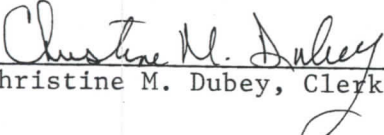
Immunizations/Blood Draws: It was moved by Trustee Dunckel, seconded by Trustee Baker to authorize the expenses for 7 individuals to get series B hepatitis shots and 7 blood draws for a total cost of \$1,610. Motion carried by unanimous roll call vote. Yeas: Baker, Schuelke, Dunckel, Twite, Mischley, Diamond and Dubey. Nays: None.

Senate Bill #248 (Land Trust Fund Cap): The supervisor said she had attended a meeting with representatives who drafted the bill. She felt the State should maintain the land they now have. The board authorized her to draft a letter to the representatives stating the townships support of her idea.

Fire Station: The supervisor informed the board that there have been several meetings held concerning locating a station on M-32. This would be a joint effort with other entities involved. She felt the cooperation between everyone involved was going very well. The meetings will continue.

Bills: It was moved by Treasurer Diamond, seconded by Trustee Baker to pay the bills presented as well as the election workers who will be working on February 28, 2012. Motion carried by unanimous roll call vote. Yeas: Schuelke, Dunckel, Twite, Mischley, Diamond, Dubey and Baker. Nays: None.

Adjourn: It was moved by Trustee Mischley, seconded by Treasurer Diamond to adjourn at 8:04 p.m. Motion carried by unanimous vote.


Christine M. Dubey, Clerk

Marie Twite, Supervisor

SPECIAL MEETING

March 8, 2012

The Alpena Township Board of Trustees met in special session on Thursday, March 8, 2012, at 9:00 a.m. to work on the proposed budgets for the General fund and the Department of Public Works budgets for 2012-13. Roll call found present: Supervisor Twite, Clerk Dubey, Treasurer Diamond and Trustees: Baker, Dunckel, Mischley and Schuelke.

Adopt Agenda: It was moved by Trustee Baker, seconded by Trustee Mischley to adopt the agenda as presented as well as any items which will be topics of the 2012-13 budgets. Motion carried by unanimous vote.

Public Comment: Thomas and Kaye Tufts of 1060 Long Rapids Road, addressed the board concerning the infiltration charge placed on all township residents who have municipal sewer service. Mr. Tufts asked the board to consider establishing an opt-out policy. Mr. Tufts suggested that residents who do not have a sump pump and have sewer service should be able to opt-out of paying the \$10.00 fee. Residents who have sump pumps should make an appointment to have a DPW employee inspect their home and verify that the sump pumps are not hooked into the sewer. The individuals that have sump pumps and were inspected by the DPW, will in turn sign the opt-out form, but if found in the future they hooked into the system, they would be charged for the presumed water dumped into the sewer system as well as pay a large fine established by the Township Board. Board will take his suggestion under advisement.

Minutes: It was moved by Trustee Baker, seconded by Trustee Dunckel to approve the minutes of the Regular Meeting held on, February 6, 2012, as presented in typed form. Motion carried by unanimous vote.

Presentation: None.

Correspondence: It was moved by Treasurer Diamond, seconded by Clerk Dubey to

receive and file the following correspondence: Alpena Township - USWL 211 - New Officers, Building Department - Building Permits Report - February, 2012, Electrical Permits Report - February, 2012, Charter - Price Adjustments and Updates. Motion carried by unanimous vote.

Case (P-01-12): Marty Thomson requested that parcel 012-017-000-775-00 be rezoned from One Family Residential (R-1) to General Business (B-2). Property is located at 1010 Long Rapids Road. It was moved by Trustee Dunckel, seconded by Trustee Baker to send the case back to the Planning and Zoning Commission for a conditional rezone. Motion carried by unanimous vote.

Case (P-02-12): Robert Griffin requested that parcel 012-009-000-776-00 be rezoned from General Business (B-2) to Light Industrial (I-1). Property is located at 1298 US-23 North. The Planning and Zoning Board recommended this rezoning. It was moved by Trustee Dunckel, seconded by Treasurer Diamond to adopt Ordinance 121 rezoning the parcel from B-2 to Light Industrial I-1. Motion carried by unanimous vote.

Sewer/Water Rates: Attorney Florip arrived at 9:30 a.m. to address the board concerning the latest developments in the Sewer/Water rates the City arrived at charging the township. Water will go from \$2.83 to \$3.45 per 1,000 gallons up 21%, Sewer will go from \$3.53 to \$4.13 per 1,000 gallons up 17%. The City will not renew the contract which will expire in July, 2012.

Hiring a Consultant: It was moved by Trustee Dunckel, seconded by Trustee Baker to hire Gary Johnson of C2AE as a consultant to assist DPW Director Heath and Township Attorney Florip to work on the sewer and water rate situation. Motion carried by unanimous roll call vote. Yeas: Schuelke, Dunckel, Twite, Mischley, Diamond, Dubey and Baker. Nays: None.

North Point Shores: Kenneth Dragiewicz representing the North Point Shores Road Association presented the board with petitions signed by 51% of the residents who were in favor of the project. There are 95 parcels with 66 owners. 34 residents voted yes, 24 residents voted no and 8 were no response. The Association is seeking to upgrade their road and make it a public road by borrowing approximately 1.5 Million from Rural Development with the township being the agent. The township would have no monetary responsibility other than being the administrator of the project.

Accept Petitions: It was moved by Clerk Dubey, seconded by Trustee Baker to receive the petitions and have the assessor check the petitions for property ownership and signatures. Motion carried by unanimous vote.

Warning Siren(Grant): The grant for the warning came in at \$16,229.38. The Invoice for the siren was \$17,950.00, leaving a balance of \$1720.62 to be paid by the township. Siren is located on Bear Point Road. It was moved by Trustee Baker, seconded by Trustee Schuelke to pay the balance of \$1720.62. Motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Dubey, Baker, Schuelke and Dunckel. Nays: None.

Proclamation (May 2012 Social Host Liability Awareness Month): It was moved by Clerk Dubey, seconded by Trustee Baker that Alpena Township proclaim May 2012 as Social Host Liability Awareness Month. Call upon all citizens, homeowners and property owners to host gatherings responsibly and take measures to eliminate access of alcohol to persons under the age of 21. Proclamation declared adopted by unanimous vote.

Noise Ordinance Request: William Kuzenski, Property Manager of Birchwood Meadows Apartments asked the board to consider amending Ordinance #85 to include excessive noise from a dwelling as well as noise in any residential area (including outside) between the hours of 10:00 p.m. and 7:00 a.m. Ordinance #85 addresses noise from motorized vehicles. The Townships Zoning Ordinance has provisions in it for controlling noise and the supervisor is the enforcer. Board members discussed the request and felt the provisions were in place for enforcement of the noise problem. Board members also felt the manager of the complex should have something written into his rental contract concerning noise issues.

DPW Enforcement Officer: It was moved by Trustee Dunckel, seconded by Trustee Baker to name Phil Heath as the DPW Enforcement Officer. Motion carried by unanimous vote.

Alpena Area Recreation Commission: Board members discussed how relevant the Commission is in dealing with recreation in the area. Board members felt that

it should be brought before the Intergovernmental Council informing them that Alpena Township is willing to dissolve the Commission. It was moved by Trustee Baker, seconded by Trustee Schuelke to present the dissolving proposal to the Intergovernmental Council. Motion carried by unanimous vote.

Trailhead Project: It was moved by Trustee Mischley, seconded by Trustee Schuelke to send a letter of support to Mayor Waligora and City Council supporting their application of a grant to the MDNR to assist in developing a trailhead on Woodward Avenue. Motion carried by unanimous vote.

Lien Access (Memorandum of Agreement): It was moved by Trustee Mischley, seconded by Trustee Baker to authorize the Fire Chief (Marie Twite) to enter into a Memorandum of Agreement between the Alpena County Sheriff and Alpena Township. This agreement will allow access to the following: A-A pre-employment criminal conviction history check, B-A pre-employment driving record check and C-Vehicle registration information for vehicles involved in a fire or a hazardous materials incident. Motion carried by unanimous vote.

After completing items on the regular agenda, board went into budget session.

Amend Line Items on 2011-12 Budgets: It was moved by Trustee Baker, seconded by Trustee Schuelke to amend any line item on the 2011-12 budgets for the Water Department and General Fund that went over the original budgeted amount. Motion carried by unanimous vote.

Audit Proposals: Two proposals were received for auditing the townships books for the 2011-12 year end. Johnson & Schulze, P.C. submitted a proposal for \$7,620 to \$8,410. Campbell, Kusterer & Company., P.C. submitted a three year proposal for \$7,800 for all three years. Board members decided to stay with Campbell, Kusterer & Company., P.C. for a three year contract. This is \$3,900, for the Water Department and \$3,900, for the General Fund. A total of \$7,800 per year for three years.

Bagley Street Bridge: It was moved by Trustee Mischley, seconded by Trustee Baker to send a letter supporting Alpena County Road Commissions efforts in applying for a grant to obtain 95% of a \$848,000 cost of proposed repairs for the Bagley Street Bridge. Motion carried by unanimous vote.

Matching Road Funds: Alpena Township must spend \$65,100 on Heavy Maintenance, Reconstruction or Preventive maintenance Projects in order to receive \$32,550, in matching funds from the Alpena County Road Commission.

Road Work Requests: The following road projects were requested by residents: Paving 700 feet of Halley Road at a cost of approximately \$30,000, and clearing Monaghan Point Road to a 20 foot passage as well as clearing around the curve for clear visibility.

Fee Schedule: It was moved by Trustee Baker, seconded by Trustee Dunckel to set the following fee schedule for Planning, Zoning, Appeals and Special Meetings. The following are the fees which will be charged as of April 1, 2012. Each year they will be increased by \$50.00, starting every April 1st. Board may adjust rates each year. For the year 2012-13 they will be as follows: Planning Commission - Rezone = \$250.00, Site Plan Review and/or Special Approval Use - \$250.00, Zoning Board of Appeals - Variance/Appeal = \$250.00 and all Special Meetings = \$500.00. Motion carried by unanimous vote.

Cellular Telephone Use Policy: It was moved by Clerk Dubey, seconded by Trustee Baker to adopt a cellular telephone use policy for the Water Department. This policy is intended to control the manner and means under which any employee may utilize a hand-held cellular telephone for a conversation or text messaging whether such telephone is issued by Alpena Township Water Department or personally owned by the employee, during the time period when the employee is operating a commercial motor vehicle (CMV) in the performance of their work activities. Policy declared adopted by unanimous vote.

Appointment to Planning and Zoning Commission: Upon the recommendation of the Supervisor it was moved by Trustee Mischley, seconded by Trustee Baker to appoint Ann Marie Rich to fill the vacancy on the Planning and Zoning Commission created by the passing of James Rau. Motion carried by unanimous vote.

Refreshment Costs at Events: It was moved by Clerk Dubey, seconded by Trustee Baker that if and when the township hosts an event which requires the purchase of refreshments, the amount spent cannot exceed \$100.00. Motion carried by unanimous roll call vote. Yeas: Diamond, Dubey, Baker, Schuelke, Dunckel, Twite and Mischley. Nays: None.

Printer: the building departments printer is not working well. It was put into the budget under office supplies.

Code Books: Les Klimaszewski asked the board to put \$1,000 into the budget for code books he will be needing this year. Board put this expense into the budget.

Copy Machine: It was moved by Trustee Baker, seconded by Trustee Dunckel to purchase a copy machine from Great Lakes Office Equipment in the amount of \$4,287. Yeas: Dubey, Baker, Schuelke, Dunckel, Twite, Mischley and Diamond. Motion carried by unanimous roll call vote.

Trustee Dunckel left for the rest of the session.

Recess: Board recessed for lunch. Will be back at 1:30 p.m.

Reconvene: Board reconvened at 1:30 p.m. with all board members present except Trustee Dunckel.

Attorney Retainer: Gillard, Bauer, Mazrum, Florip, Smigelski and Gulden submitted their proposal for legal services retainer for 2012-13 fiscal year in letter form. The retainer will remain the same at \$33,120, with an applicable hourly rate of \$180 per hour for litigation, labor negotiations, special projects and for hours in excess of 184 general retainer hours. This same rate has been in effect since April 1, 2007.

Planning and Zoning Consultant Agreement: NEMCOG Executive Director, Diane Retkowski, presented a contract amount of up to \$7,000, to provide professional planning services to Alpena Township.

Long Lake Improvement Association (Cormorant Dispersal Program): A letter was received from the Long Lake Association seeking funds to continue the harassment of the Cormorant. Alpena Township contributed \$300 toward this cause last year. The understanding was they had supplies left over so the board agreed to contribute \$200 for fiscal year 2012-13.

Recreation Plan Update: NEMCOG proposed to update the Recreation Plan for Alpena Township for a cost of \$4,500. Action will be taken at the March 30, 2012, meeting.

C2AE (Water System Reliability Study): C2AE Proposed to complete the Alpena Township Water System Reliability Study for the lump sum of \$21,600. Action will be taken at the budget hearing on March 30, 2012.

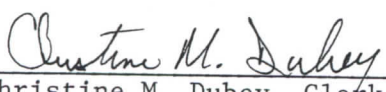
Huron Humane Society: Board members once again agreed to support the Huron Humane Society in the amount of \$6,000. Board members felt the Society is doing a good job in our area.

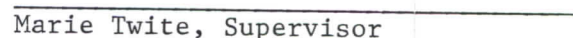
Target Alpena/Funding: Board members decided not to appropriate any funds for Target Alpena. Funds are tight.

Alpena Area Chamber of Commerce: Board members decided not to join the Chamber of Commerce. Funds are tight.

Board members worked on the budget for the rest of the session.

Adjourn: It was moved by Clerk Dubey, seconded by Trustee Baker to adjourn at 4:30 p.m. Motion carried by unanimous vote.


Christine M. Dubey, Clerk


Marie Twite, Supervisor

SPECIAL MEETING

March 9, 2012

The Alpena Township Board of Trustees met in special session on Friday, March 9, 2012, at 9:00 a.m. for the purpose of completing the General Fund and Department of Public Works Budgets for 2012-13 fiscal year. Roll call found present: Supervisor Twite, Clerk Dubey, Treasurer Diamond and Trustees: Baker, Dunckel, Mischley and Schuelke.

Computers/Assessing Department: The Assessing Department asked the board to put \$5,000 into the budget for computers. All computers are working at the present time, but just in case of breakdown the money will be in the budget to get new ones. Board put the money in the budget.

Batteries: Walmart donated \$384.74 worth of batteries to the Township Fire Department for Homeland Security.

Drainage/Ditching Issues: The supervisor made the board aware of calls she has received from concerned citizens about flooding, drainage and ditching. Some of the areas are: Tamrack Road, Bare Point Road, Gordon Road, Hinckley Boulevard and Wayne Road. The supervisor is working with the Corps of Engineers on these issues.

Hydrant & Valve Operation & Maintenance Seminar: It was moved by Trustee Dunckel, seconded by Trustee Schuelke to allow DPW employee to attend this seminar with the township paying lodging, meals and mileage. Motion carried by unanimous roll call vote. Yeas: Schuelke, Dunckel, Twite, Mischley, Diamond, Dubey and Baker. Nays: None.

Dismissal of Employee: Board members discussed circumstances involving this individual and decided he was not an asset to the department. It was moved by Trustee Baker, seconded by Trustee Schuelke to discharge Shawn Rouleau as a paid on call firefighter. Motion carried by unanimous roll call vote. Yeas: Dunckel, Twite, Mischley, Diamond, Dubey, Baker and Schuelke. Nays: None.

Board continued working on the General Fund Budget.

Recess: Board members recessed at 12:00 p.m. for lunch.

Board reconvened at 1:30 p.m. with all board members present.

DPW Budget: DPW Director, Phil Heath presented his budget to the board. Board members along with the Director finished the DPW Budget.

Water Tower Contract: It was moved by Trustee Dunckel, seconded by Trustee Baker not to enter into a water tower maintenance contract with Utility Service at this time. Motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Dubey, Baker, Schuelke and Dunckel. Nays: None.

Pulmonary Breathing Testing: It was moved by Trustee Dunckel, seconded by Trustee Baker to allow all fire department personnel to take a pulmonary breathing test at a cost not to exceed \$60 per individual. Motion carried by unanimous roll call vote. Yeas: Mischley, Diamond, Dubey, Baker, Schuelke, Dunckel and Twite. Nays: None.

Health Insurance: Senate Bill 7 which went into law specifies that all of the provisions will apply for any insurance plan contract that begins on or after January 1, 2012. The basic description of the law is no public employer may pay more than \$15,000 for health insurance for family coverage, \$11,000 for an individual and spouse, and \$5,500 for any individual. These hard caps are effective for the calculations for the 2012 calendar year. On January 1st of each year thereafter, those cap rates will be adjusted by the health care inflation index that is calculated by the federal government. If the board decides to go with the hard cap or the 80%-20% the employees would be required to pay a portion of their premiums. Board figured out the costs to the employees by using both calculations. It was noted that some government units in the area opted out of this program. Board considered the fact that the employees have not received any increases in pay for the last three years. After lengthy discussion it was moved by Trustee Dunckel, seconded by Trustee Baker to opt-out of the requirements of the law. Motion carried by majority vote. Yeas: Diamond, Dubey, Baker, Schuelke, Dunckel and Twite. Nays: Mischley. The health care coverage for all employees will remain the same.

Co-Pay Reimbursement: It was moved by Trustee Dunckel, seconded by Trustee Baker to allow the Supervisor, Clerk and Treasurer the \$700.00 co-pay reimbursement for medical to have parity among all employees. Motion carried by majority roll call vote. Yeas: Dubey, Baker, Schuelke, Dunckel, Twite and Diamond. Nays: Mischley.

Fire Department Budget: Captain Mark Hall addressed the board with the fire departments needs. Captain Hall informed the board that the captains at the Northside Station are in the process of remodeling the storage room which will be used as a computer room. This project will require a few dollars for supplies. The air packs at the Northside Station still need to be outfitted with pass alarms and pagers and truck radios must be reprogrammed. Two truck radios and one base radio are still needed. A grant for the radios in the amount of \$11,000 has been applied for. Board felt all the items should be put into the budget. Board suggested to wait on the radios to see if we receive the grant.

Temporary EMT/Firefighter: Fire Chief Twite felt that the temporary EMT/Firefighter who is on staff during the week after working six months, if performance is satisfactory should get an increase in wages from \$8.50 per hour to \$9.00 per hour. This would go into effect April 1, 2012. All board members agreed with this.

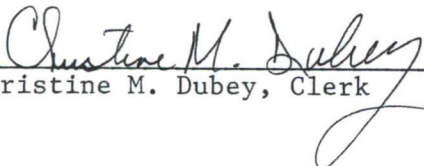
Medical Transfers Billing: Captain Hall explained the difference between hard and soft billing concerning the medical transfers. Hard billing is sending the individuals name to a collection bureau and soft billing is, we do want our money but we won't sent it to the collection bureau. After some discussion the board decided to go with soft billing.

DPW Used Pickup: Captain Hall asked the board to consider the fact that if and when the DPW gets a new pickup, the fire department could get their old one. The fire department needs a haul truck. At the present time volunteers are using their pickups to haul equipment to and from scenes. Board members agreed with the idea.

Bills: It was moved by Trustee Baker, seconded by Treasurer Diamond to pay all the bills for the months of February and March, 2012, as well as any year end bills. Motion carried by unanimous roll call vote. Yeas: Baker, Schuelke, Dunckle, Twite, Mischley, Diamond and Dubey. Nays: None.

Budget Hearing Date: Friday, March 30, 2012, at 3:00 p.m. is the time established for the Budget Hearing, Regular meeting to follow. There will not be a meeting held on April 2, 2012.

Adjourn: It was moved by Trustee Dunckel, seconded by Trustee Baker to adjourn at 3:00 p.m. Motion carried by unanimous vote.


Christine M. Dubey, Clerk

Marie Twite, Supervisor

SPECIAL MEETING

March 27, 2012

The Alpena Township Board of Trustees met in special session on Wednesday, March 27, 2012, at 9:30 a.m. at the Alpena Township Offices, 4385 US-23 North, Alpena, Michigan. Purpose of the special meeting was for Attorney Florip to discuss the proposed water/sewer rate increases from the City of Alpena. Roll call found present: Supervisor Twite, Treasurer Diamond and Trustees: Baker, Dunckel, Mischley and Schuelke. Clerk Dubey was absent.

Adopt Agenda: It was moved by Trustee Mischley, seconded by Trustee Schuelke to adopt the agenda as presented in typed form. Motion carried by unanimous vote.

Public Comment: None.

Water/Sewer Update: Attorney James Florip gave a lengthy detailed report on the meeting he, supervisor Twite and DPW Director Heath had with the City of Alpena concerning the proposed rate increases to the township. Florip explained the contract with the City and his findings. Florip drafted a letter of response to the City concerning this matter and asked the boards permission to send the letter to the City Officials as well as their attorney. It was moved by Trustee Dunckel, seconded by Trustee Mischley to authorize Florip to send the letter. Motion carried by unanimous roll call vote. Yeas: Schuelke, Dunckel, Twite, Mischley, Diamond and Baker. Nays: None. Absent: Dubey.