

BUDGET HEARING/SPECIAL MEETING

March 28, 2013

The Budget Hearing was opened by Supervisor Twite on Thursday, March 28, 2013, at 3:00 p.m. with the Pledge of Allegiance. Roll call found present: Supervisor Twite, Treasurer Diamond and Trustees: Baker, Fournier, Mischley and Schuelke. Clerk Dubey was absent. Attorney James Florip was also present. After the Budget Hearing the board will go into Regular Session. There will not be a Regular Meeting on April 1, 2013. The next Regular Meeting will be held on Monday, May 6, 2013, at 7:00 p.m.

Adopt Agenda: It was moved by Trustee Fournier, seconded by Trustee Schuelke to approve the agenda as presented in printed form. Motion carried by unanimous vote.

Public Comment: None.

Letter Request: Mr. Larry Clark, requested in letter form that the board put in the 2013-14 Budget - \$25,000 for Blight and \$15,000 for Bike Path Maintenance. The township already has a line item amount for the Bike Path Maintenance of \$10,000. There also is a line item for Dangerous Building Clean Up of \$8,300. Board took no action.

Close Budget Hearing: With no discussion on the proposed budgets for 2013-14, it was moved by Trustee Mischley, seconded by Trustee Fournier to close the Budget Hearing. Motion carried by unanimous vote. Board will now go into the Special Meeting Session.

Adoption of Budgets: It was moved by Trustee Mischley, seconded by Trustee Fournier that it hereby be resolved, that the proposed budgets for the General Fund and the Water Department for the fiscal year April 1st, 2013 through March 31, 2014, as previously considered and prepared by the Township Board, and after hearing thereon, are hereby adopted. Motion carried by unanimous roll call vote. Yeas: Schuelke, Fournier, Twite, Mischley, Diamond and Baker. Nays: None. Absent: Dubey.

Supervisor Salary: It was moved by Trustee Mischley, seconded by Trustee Baker that it hereby be resolved, Alpena Township not having conducted an annual meeting of electors, the Supervisor's salary for the 2013-14 fiscal year shall be \$42,157. Resolution declared adopted by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Baker and Schuelke. Nays: None. Absent: Dubey.

Clerk's Salary: It was moved by Trustee Mischley, seconded by Trustee Fournier that it hereby be resolved, Alpena Township not having conducted an annual meeting of electors, the Clerk's salary for the 2013-14 fiscal year shall be \$40,032. Resolution declared adopted by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Baker, Schuelke and Fournier. Nays: None. Absent: Dubey.

Treasurer's Salary: It was moved by Trustee Mischley, seconded by Trustee Fournier that it hereby be resolved, Alpena Township not having conducted an annual meeting of electors, the Treasurer's salary for the 2013-14 fiscal year shall be \$40,032. Resolution declared adopted by unanimous roll call vote. Yeas: Mischley, Diamond, Baker, Schuelke, Fournier and Twite. Nays: None. Absent: Dubey.

Trustee's Per Diem and Salary: It was moved by Trustee Mischley, seconded by Treasurer Diamond that it hereby be resolved, Alpena Township not having conducted an annual meeting, the Trustee's shall be entitled for the 2013-14 fiscal year a salary of \$1,109 or \$92.42 per month, plus a per diem for each meeting attended by the Trustees on Township business, including but not limited to, Township Board meetings of \$84.00 per full day (any meeting lasting longer than four (4) hours) and \$58.00 per half day (any meeting lasting for (4) hours or less). Resolution declared adopted by unanimous roll call vote. Yeas: Diamond, Baker, Schuelke, Fournier, Twite and Mischley. Nays: None. Absent: Dubey.

Planning, Zoning, Appeals and Board of Review Per Diem: It was moved by Trustee Mischley, seconded by Trustee Baker that it hereby be resolved, Alpena Township not having conducted an annual meeting of electors, board members per diem shall be \$58.00 per half day (any meeting or combination of meetings lasting four (4) hours or less), and \$84.00 per full day for (any meeting or combination of meetings lasting longer than four (4) hours). Board of Review will be \$100.00 per day for public days, \$90.00 per day for non-public days and \$58.00 for half non-public days. Chairperson and Secretary of the Planning, Zoning and Appeals Boards will receive \$10.00 extra for each meeting. Resolution declared adopted by unanimous roll call vote. Yeas: Baker, Schuelke, Fournier, Twite, Mischley and Diamond. Nays: None. Absent: Dubey



Depositories: It was moved by Trustee Mischley, seconded by Treasurer Diamond that it hereby be resolved, that Township funds be deposited in the following institutions, in such amounts upon such terms as may be decided by the Treasurer, but so that the Township has sufficient ready funds available to meet obligations as they come due. First Federal, Citizens Bank, Independent Bank, PNC, JP Morgan Chase and Bank of Alpena. Resolution declared adopted by unanimous roll call vote. Yeas: Schuelke, Fournier, Twite, Mischley, Diamond and Baker. Nays: None. Absent: Dubey.

Regular Meeting Dates: It was moved by Trustee Mischley, seconded by Trustee Baker that it hereby be resolved, that the regular meetings of Alpena Township Board of Trustees be held on the first Monday of each month, excluding the March and April meetings which will not be held on the first Monday of the month. If a holiday falls on the day of the meeting, then the meeting will be held the following day at 7:00 p.m. at the Alpena Township Offices, 4385 US-23 North, Alpena, Michigan. Be it further resolved, that the Clerk post a notice of these times and dates for regular meetings within (10) days of the date hereof. Resolution declared adopted by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Baker and Schuelke. Nays: None. Absent: Dubey.

Rules of Conducting Meetings: It was moved by Trustee Mischley, seconded by Treasurer Diamond that it be resolved, that all meetings of the Alpena Township Board shall be conducted pursuant to the procedures of "Roberts Rules of Order", as interpreted or modified by the Chair upon advice of legal counsel". Resolution declared adopted by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Baker, Schuelke and Fournier. Nays: None. Absent: Dubey.

Law Firm Retainer Agreement: It was moved by Trustee Mischley, seconded by Treasurer Diamond that the Township of Alpena retain the law firm of Gillard, Bauer, Mazrum, Florip, Smigelski, Gulden and Fitzgerald for the 2013-14 fiscal year at a retainer fee of \$33,120 which consists of 184 hours. Anything in excess of 184 hours will be billed at an hourly rate of \$180.00 per hour. Retainer payable monthly as the same accrues, at \$1,380 for the Water Department and \$1,380 for the General Fund. Resolution declared adopted by unanimous roll call vote. Yeas: Mischley, Diamond, Baker, Schuelke, Fournier and Twite. Nays: None. Absent: Dubey.

Roofing Contract: It was moved by Trustee Fournier, seconded by Trustee Mischley to authorize the supervisor to sign the contract with DGI Roofing and Building, Inc. in the amount of \$15,310.70, for the roof repair of the Township Offices. Motion carried by unanimous vote.

Presentation: None.

Public Comment: None.

Correspondence: It was moved by Trustee Fournier, seconded by Treasurer Diamond to receive and file the following correspondence: Alpena Township - Affidavit of Taxes Collected - 2012 and ITC Transmission - Introduction. Motion carried by unanimous vote.

Clean Up Day: May 18, 2013, from 8:00 a.m. to 1:00 p.m. is scheduled as Clean Up Day.

2013 Chloride Program: It was moved by Trustee Mischley, seconded by Trustee Fournier to authorize the supervisor to enter into a contract with the County Road Commission for the 2013 Chloride Program in the amount of \$23,000.00. Motion carried by unanimous vote.

Road Project Estimates: Larry Orcutt, Manager of the County Road Commission presented the board with a list of proposed road projects at a cost of \$108,983.33 for the townships share. Road Commission would pick up \$54,491.67 along with the \$32,550.00 of townships matching funds through the Road Commission. It was moved by Trustee Mischley, seconded by Trustee Baker to allow the supervisor to meet with Orcutt and designate projects to be done in the 2013-14 fiscal year. Motion carried by unanimous roll call vote. Yeas: Diamond, Baker, Schuelke, Fournier, Twite and Mischley. Nays: None. Absent: Dubey.

Utilities Agreement (Cornerstone Investment of Alpena, LLC): It was moved by Trustee Baker, seconded by Trustee Fournier to allow the township and Cornerstone to permit Townsend to extend the water/sewer service to the parcel on 1100 N. Bagley Street. Board authorized the attorney to review the agreement and if correct will authorize the supervisor to sign same. Motion carried by unanimous roll call vote. Yeas: Baker, Schuelke, Fournier, Twite, Mischley and Diamond. Nays: None. Absent: Dubey.



Tower and Building Lease Amendment: It was moved by Trustee Fournier, seconded by Treasurer Diamond to adopt the amendment to the Tower and Building Space Lease Agreement as presented. Motion carried by unanimous vote. Supervisor is authorized to sign same.

Keep Michigan Beautiful, Inc.: Robert Ramsey, Executive Director of Keep Michigan Beautiful, Inc. requested funds for the organization. The organization is dedicated to the principles of beautification, re-cycling, ecology and restoration. Board authorized the supervisor to send a letter regretting the fact the township cannot send a donation.

Recreation Plan: It was moved by Trustee Schuelke, seconded by Trustee Baker to allow the supervisor to work with the Townships Planning/Zoning Board on the Townships Recreation Plan. The first meeting will be held the second week in May. Motion carried by unanimous vote.

Land Donation: Two property owners wish to donate land to the township. The supervisor will be working with the Nature Conservancy to see if something can be worked out, so the public can utilize the parcels for special permitted usage. She is also seeking ideas from board members.

Receipt of Ambulance: It was moved by Treasurer Diamond, seconded by Trustee Schuelke to authorize the supervisor and clerk to sign the Memorandum of Understanding for the Receipt of Surplus Ambulance. Motion carried by unanimous vote. If and when the ambulance is no longer used by the township, it is to be turned over to the Countys Ambulance Recycle program.

DNR (Revised Cooperative Mutual Aid Agreement): It was moved by Treasurer Diamond, seconded by Trustee Baker to authorize the Fire Administrator to sign the Revised Cooperative Mutual Aid Agreement between Alpena Township and Department of Natural Resources. Motion carried by unanimous vote. These agreements are updated every five years to comply with Federal Excess Personal Property (FEPP) and Department of Defense Firefighter Program (DOD) requirements.

Midwest Fire Rescue Expo: It was moved by Trustee Mischley, seconded by Trustee Fournier to allow Honeycutt, Hall and Richardson to attend the Expo on April 11, 2013, in Novi, Michigan, with township paying registration fees of \$60, meals for three and mileage. Motion carried by unanimous roll call vote. Yeas: Schuelke, Fournier, Twite, Mischley, Diamond and Baker. Nays: None. Absent: Dubey.

Purchase Power Striker Cot: It was moved by Trustee Fournier, seconded by Trustee Schuelke to purchase a power striker cot in the amount of \$14,000.00. Motion carried by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Baker and Schuelke. Nays: None. Absent: Dubey. If applicable a grant may be applied for. If grant application is not applicable, the supervisor will seek half of the cost from the County Ambulance Fund.

NIMS Training: It was moved by Trustee Fournier, seconded by Treasurer Diamond to allow John Clements and Leon Srebnick to attend this training in Harrisville, at a cost of \$30 per individual, on April 6th and 7th, 2013. Motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Baker, Schuelke and Fournier. Nays: None. Absent: Dubey.

Hose Purchase: It was moved by Trustee Mischley, seconded by Trustee Baker to purchase 400 feet of 1-3/4" yellow hose in the amount of \$900.00. Motion carried by unanimous roll call vote. Yeas: Mischley, Diamond, Baker, Schuelke, Fournier and Twite. Nays: None. Absent: Dubey.

NEMCOG (West Michigan Health Insurance Pool): Trustees Fournier and Mischley asked to attend this informational meeting in Gaylord, on April 15, 2013, from 10:00 a.m. to 12:00 noon. It was moved by Trustee Mischley, seconded by Trustee Fournier to pay mileage but no per diem. Motion carried by unanimous roll call vote. Yeas: Diamond, Baker, Schuelke, Fournier, Twite and Mischley. Nays: None. Absent: Dubey.

MTA Chapter Meeting: Meeting will be held on April 15, 2013, Alpena Township will be hosting. Trustee Fournier was authorized to spend up to \$100.00 for refreshments. Expense was approved at a previous meeting.

Fire Training (House on French Road); It was moved by Treasurer Diamond, seconded by Trustee Baker to allocate \$500 for a asbestos study which will be done on the home prior to a live fire training which will take place on site. Home owner will be responsible for half of the cost and the township will pick up the other half. Home owner will also sign a contract stating he will remove any residue left on site or else the cost of removal will be placed on his tax bill. Motion carried by unanimous roll call vote. Yeas: Baker, Schuelke, Fournier, Twite, Mischley and Diamond. Nays: None. Absent: Dubey.

Payment of Bills: It was moved by Treasurer Diamond, seconded by Trustee Baker to pay the bills presented and also include the paying of trustees per diem for those who attended the meeting at City Hall on March 26, 2013, at 6:00 p.m. where the council discussed the water/sewer Rate Study Report. Motion carried by unanimous roll call vote. Yeas: Schuelke, Fournier, Twite, Mischley, Diamond and Baker. Nays: None. Absent: Dubey.

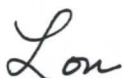
Close Session: It was moved by Trustee Fournier, seconded by Treasurer Diamond to close the session for the purpose of discussing a union issue. Motion carried by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Baker and Schuelke. Nays: None. Absent: Dubey.

Opena Session: It was moved by Trustee Baker, seconded by Treasurer Diamond to open the session. Motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Baker, Schuelke and Fournier. Nays: None. Absent: Dubey.

Temporary Position: Supervisor will meet with the Captains and discuss the temporary replacement for Seguin who is off on sick leave. The temporary position will be filled on May 13th, 2013.

Repairs on Ambulance: It was moved by Trustee Fournier, seconded by Treasurer Diamond to fix the drive shaft and get a set of tires for the ambulance. Motion carried by unanimous roll call vote. Yeas: Mischley, Diamond, Baker, Schuelke, Fournier and Twite. Nays: None. Absent: Dubey.

Adjourn: It was moved by Trustee Fournier, seconded by Treasurer Diamond to adjourn at 4:25 p.m. Motion carried by unanimous vote.



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Louis Baker, Secretary Pro-Tem