

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
February 27, 2023 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, February 27, 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 Norm Poli
Trustee Russ Rhynard

Absent: None

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, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: None.

AGENDA

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

PUBLIC COMMENT

None.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – January 23, 2023 (Regular), February 1, 2023 (Budget), February 8, 2023 (Budget), February 9, 2023 (Special), February 21, 2023 (Special), Correspondence: Presque Isle Township Fire Department Letter, Planning Commission Minutes – January 20, 2023, Thunder Bay Island Lighthouse Preservation, DTE Gas Company – Hearing Notice, Long Lake Improvement Association Letter, Alpena County Road Commission Minutes – January 3, 2023, Alpena County Road Commission Road Report December 26, 2022 to January 29, 2023, Alpena County Road Commission Dust Control Memo, Michigan Township Participation Plan Letter, Alpena County Chamber of Commerce Letter and Department Reports. Trustee Russ Rhynard requested the F & V Operating Report for the water department be removed from the consent agenda. Moved by Trustee

Cash Kroll and supported by Clerk Michele Palevich to approve payment of the bills, approve Board of Trustee minutes and receive and file correspondence and department reports less the F & V Operations Operating Report as presented. Voice Vote. Motion carried by unanimous voice vote.

F & V OPERATIONS – WATER DEPARTMENT REPORT

Trustee Russ Rhynard inquired about the water discharge on Lowell Road and Nathan Lytle of F & V Operations informed that the leak had been fixed. Trustee Russ Rhynard also inquired about working with Veolia staff to televise the sanitary sewer behind the Bear Point Trailer Park. Nathan Lytle advised that the Township does not have the equipment to televise. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to receive and file the Operations Report for January 2023, submitted by F & V Operations. Voice Vote. Motion carried by unanimous voice vote.

FIRE DEPARTMENT – EMS RESPONSE CARE FACILITIES

Chief Mark Hansen presented the Township Board with a breakdown of emergency response to medical care facilities, which included Medilodge of Greenview, Alcona Health Center and WellNow Urgent Care. Chief Mark Hansen did not recommend discontinuing service to care facilities. Moved by Trustee Russ Rhynard and supported by Trustee Steve Lappan to discontinue service to Medilodge of Greenview, Alcona Health Center and WellNow Urgent Care with the exception of cardiac arrest or a request from an alpha unit. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: Trustee Cash Kroll and Clerk Michele Palevich. Absent: None. Motion carried.

INTRODUCTION OF ORDINANCE NO. 152 (ZONING ORDINANCE AMENDMENT)

The Township Board was presented with Ordinance No. 152 to amend the Charter Township of Alpena Zoning Ordinance Article 2 (definitions), Article 3 (General Provisions), Article 4 (District Regulations), Article 7 (Supplemental Regulations) to address aggrieved person, child care facilities, chickens/duck/geese, solar energy, wireless facilities, wind energy, and building height. Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to introduce Ordinance No. 152 (Zoning Ordinance Amendment). Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

NORTHEAST MICHIGAN MATERIALS MANAGEMENT AUTHORITY

Supervisor Nathan Skibbe advised that Trustee Norm Poli has requested that Trustee Russ Rhynard be appointed as Supervisor Nathan Skibbe's alternate to the Northeast Michigan Materials Management Authority. Moved by Trustee Norm Poli and supported by Treasurer Laura Ellery-Somers to appoint Trustee Russ Rhynard as Supervisor Nathan Skibbe's alternate to the Northeast Michigan Material Management Authority. 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 Supervisor Nathan Skibbe to approve the budget adjustments as presented. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

1010 TECHNOLOGY, INC. INVOICE – SERVER BATTERY AND MICROPHONES

Supervisor Nathan Skibbe advised that the Township needed a replacement battery for the server UPS and that due to equipment failure it was necessary to order a new set of 8-channel wireless conference microphone system. Deputy Clerk Haley Birmingham informed the Township Board that the receiver for the microphones was damaged during a power surge. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to pay 1010 Technology Center in the amount of \$1,495.69 for the replacement battery for server UPS and the 8-channel wireless conference microphone system to be paid from GL# 101-101-728.000, Computer Hardware and submit a claim to the insurance carrier for the damaged receiver and microphones. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

FRANK’S KEY & LOCK SHOP

Supervisor Nathan Skibbe presented an invoice for purchasing a new keypad lock for the door from the copier room to the Treasurer’s office and to update the code for the existing key pad locks. Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to pay the invoice from Frank’s Key and Lock Shop in the amount of \$894.95 for a new lock and updated codes to be paid from GL #101-265-930.010, Buildings and Improvements. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

RESOLUTION FOR UNIFORM CHART OF ACCOUNTS

Supervisor Nathan Skibbe read the resolution to adopt the Michigan Department of Treasury’s January, 2023 updated version of the Uniform Chart of Accounts. Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to adopt the resolution as presented. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

TRC ROOFING PROPOSALS

Supervisor Nathan Skibbe presented the Township Board with proposals from TRC Roofing for new roofs for the Township buildings at 4385 US 23-N, Alpena, MI and 2201 US-23 S, Alpena, MI and recommended the additional insulation option to increase the R-value. Moved by Clerk Michele Palevich and supported by Trustee Cash Kroll to approve the proposals as follows: 4385 US -23 N, Alpena, - Area A at a cost of \$107,517.00 with the added 2” ISO insulation at a cost of \$16,053.00 and 2201 US US-23 S, Alpena, MI at a cost of \$39,417.00 with the added 2” IS rigid insulation in place of the FanFold at a cost of \$6,701.00 for a total project cost of \$169,688.00 to be paid with ARPA funds. 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: Trustee Steve Lappan. Absent: None. Motion carried.

**NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS (NEMCOG)
RECREATION AND MASTER PLAN SERVICES INVOICE**

Supervisor Nathan Skibbe presented the Township Board with an invoice for prepayment for planned Recreation Plan and Master Plan Services. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to approve payment of the invoice from Northeast Michigan Council of Governments for Recreation Plan and Master Plan Services in the amount of \$5,000.00 to be paid from GL #101-701-801.000, Recreation Plan Update. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

DIXON ENGINEERING & INSPECTION SERVICES – M-32 WATER TOWER PROJECT

The Township Board was presented with an agreement from Dixon Engineering & Inspection Services for preconstruction meeting, project administration, weld observation, wet interior, exterior coating observation, piping, cathodic protection observation on the M-32 water tower. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to approve the agreement with Dixon Engineering & Inspection Services in the amount of \$45,800.00 to be paid with ARPA funds as presented. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

THUNDER BAY APARTMENT WATER METERS PROJECT

The Township Board was presented with a memo from Catherine Winn of F & V Operations regarding nine water meters at Thunder Bay Apartments that are failing. Two quotes for replacement were provided from Ferguson Water Works and F & V Operations recommended the approval of nine ultrasonic water meters due to cost. Moved by Clerk Michele Palevich and supported by Trustee Cash Kroll to approve the purchase of nine ultrasonic water meters from Ferguson Waterworks for \$8,451.69 to be paid the 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, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

FIRE DEPARTMENT – JAWS UNITS

Chief Mark Hansen presented the Township Board with four quotes for two jaws units. Chief Hansen and the Fire Committee recommended purchase of two combination units from West Shore Fire. Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the purchase of two Holmatro Pentheon Combination units, four Pentheon batteries, two battery chargers and two charging cords in the amount of \$28,992.29 to be paid from GL #205-336-974.000, Equipment. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

PUBLIC COMMENT

None.

DISCUSSION

The Township Board chose Tuesday, March 7, 2023, at 4:00 p.m. for the next budget workshop.

The Township Board discussed a Capital Improvement Plan, revenue and expenses, Brownfield Redevelopment Authority, ARPA funds, a millage committee, assessing and an updated tax assessment roll.

ADJOURNMENT

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 7:59 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe