

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
May 26, 2020 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Tuesday, May 26, 2020 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 Cash Kroll
Trustee Steve Lappan
Trustee Matt Dunckel
Trustee Norm Poli

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 (video conference), Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll (teleconference), Trustee Matt Dunckel (teleconference) and Supervisor Nathan Skibbe.

AGENDA

Moved by Trustee Matt Dunckel and supported by Trustee Norm Poli to adopt the agenda as presented. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the payment of bills as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

MINUTES

APRIL 27, 2020

Moved by Trustee Matt Dunckel and supported by Treasurer Laura Ellery-Somers to approve the meeting minutes as presented. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

None.

**ADOPTION OF ORDINANCE NO. 142
(New Charter Township of Alpena Zoning Ordinance)**

Moved by Trustee Norm Poli and supported by Treasurer Laura Ellery-Somers that proposed Charter Township of Alpena Ordinance No. 142, which is otherwise known as the Charter Township of Alpena Zoning Ordinance, be adopted as presented with the amendments suggested by Denise Cline. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

POLICY & PROCEDURE MANUAL UPDATE – SPENDING LIMIT

Moved by Trustee Norm Poli and supported by Clerk Michele Palevich to lower the department heads (excluding the Department of Public Works and Public Safety department heads) spending limit to \$500.00 without Board approval. Roll call vote was taken. AYES: Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

2020 MAINTENANCE AGREEMENT WITH ALPENA COUNTY EQUALIZATION

Moved by Trustee Matt Dunckel and supported by Trustee Norm Poli that the Charter Township of Alpena authorize the Supervisor to enter into the 2020 Maintenance Agreement with Alpena County Equalization as presented in an amount up to \$14,000.00 to be paid from line item 101-209-801.000. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

NEWSLETTER

Treasurer Laura Ellery-Somers presented the Board with a newsletter and 3 quotes for printing it. Moved by Trustee Matt Dunckel and supported by Trustee Norm Poli to put the Newsletter on the website and to revisit sending a newsletter with the December Tax bills. Voice Vote. Motion carried by unanimous voice vote.

ELECTION WORKERS – SECURITY SCREEN QUOTE

Moved by Trustee Steve Lappan and supported by Trustee Matt Dunckel to purchase 5 Election Worker Protection Screens from Window Products Inc. at a cost of no more than \$925.00 to be paid from line item 101-191-980.000. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

MERIDIAN CONTRACTION – SECURITY WALL QUOTE

Moved by Trustee Norm Poli and supported by Clerk Michele Palevich contract with Meridian Contracting to install a security wall, door and transaction windows in the Treasurer’s office per estimate not to exceed \$15,000.00. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

FIRE DEPARTMENT – SCBA QUOTE (Self Contained Breathing Apparatus)

Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to purchase 4 SCBA’s and 2 SCBA’s with thermal imaging camera in control module from Apollo Fire Equipment Company in the amount of \$46,629.00, which includes the 8% discount for ordering with 2 other fire departments, to be paid from Equipment Mileage Purchases, line item 205-336-970.000. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

FIRE DEPARTMENT – TURNOUT GEAR

Chief Dave Robbins presented a quote to the Board for 6 sets of TecGen Level 3 Duel Certified PPE Coats and Pants and 1 set of Fire-Dex Custom FX-R TG71 Turnout Coat and Pants. Trustee Steve Lappan suggested that the Township seek grants for this purchase. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to table the purchase of new turnout gear and pursue grant opportunities. Voice Vote. Motion carried by unanimous voice vote.

FIRE DEPARTMENT – REQUEST FOR PROPOSAL - PUMPER ENGINE

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to approve the Request for Proposal for a Pumper Engine not to exceed \$565,000.00 as written by Chief Dave Robbins with the following changes: sealed bids must be received by 2:00 pm on Tuesday, June 16, 2020 in the Clerk’s Office, and will be opened publicly at 2:00 pm on Tuesday, June 16, 2020 and will be presented to the Board at the June 22, 2020 Board of Trustees Meeting. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Motion carried.

PUBLIC COMMENT

Russ Rhynard, 315 Par Drive, commented regarding the budget and obtaining funding through the CARES Act.

DISCUSSION

None.

ADJOURNMENT

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to adjourn. Voice Vote.
Motion carried unanimously. Meeting adjourned at 7:53 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe