

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
June 26, 2023 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, June 26, 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 Norm Poli
Trustee Russ Rhynard

Absent: Trustee Cash Kroll (Excused)

Others present: Attorney Tim Gulden
Attorney Helen Mills

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 Russ Rhynard and Supervisor Nathan Skibbe. Absent: Trustee Cash Kroll.

AGENDA

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to approve the agenda with the addition of New Business #9 International Association of Fire Fighters Tentative Agreement and move Public Comment before Closed Session. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – May 22, 2023 (Regular), Department Reports and Correspondence: Zoning Board of Appeals Minutes – May 16, 2023, Alpena Power Company – Notice of Hearing, University of Michigan – Survey Letter, Elizabeth Littler Letter and Planning Commission Minutes – June 12, 2023. Moved by Trustee Norm Poli and supported by Trustee Russ Rhynard to approve payment of the bills, approve Board of Trustee minutes and receive and file department reports and correspondence as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve

Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**ADOPTION OF ORDINANCE NO. 153
Local Officials Compensation Commission Ordinance**

Attorney Tim Gulden presented the Township Board with Ordinance No. 153, Local Officials Compensation Commission Ordinance, to create a compensation commission to determine salaries of elected Charter Township of Alpena officials, as provided in Section 6a of Michigan Act 359 of 1947 (MCL 42.6a), as amended. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to adopt Ordinance No. 153, Local Officials Compensation Commission Ordinance. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**ADOPTION OF RESOLUTION TO IMPLEMENT
LOCAL OFFICIALS COMPENSATION COMMISSION ORDINANCE**

Attorney Tim Gulden presented the Township Board with Resolution to Implement Local Official Compensation Commission Ordinance. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to adopt the Resolution to Implement Local Official Compensation Commission Ordinance as presented with the addition of September 1, 2023, be the initial meeting date. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

LIGHTING CONVERSION QUOTES

Supervisor Nathan Skibbe presented the Township Board with quotes for LED lighting in the Township offices. Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to approve the lighting upgrade quote from Thunder Bay Electric, Inc. in the amount of \$3,165.00 to be paid from GL #101-265-931.000, Maintenance & Repair Building. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

MICHIGAN TOWNSHIP ASSOCIATION -DUES

The Township Board was presented with an invoice from Michigan Townships Association for the annual dues. Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to pay the Michigan Townships Association annual dues in the amount of \$7,318.00 to be paid from the GL numbers as allocated in the table as presented. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

BUDGET ADJUSTMENT

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

POLICY & PROCEDURES COMMITTEE – MANUAL UPDATE

The Policy & Procedure Committee presented the Township Board with updates to the Policy and Procedures Manual for the following sections: Drug Policy, Financial Reports Section 4.1 through 4.12, Credit Card Use Policy 4.56, Credit Cardholder Agreement and Smoking Section 8.11. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to approve the manual updated as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

MID-WEST INNOVATORS INC. – M-32 BENCHES QUOTE

Supervisor Nathan Skibbe presented the Township Board with a quote for the painting of benches on M-32 W. Moved by Trustee Norm Poli and supported by Supervisor Nathan Skibbe to approve the quote from Mid-West Innovators, Inc. to paint 12 benches on M-32 W in the amount of \$5,400.00 to be paid from GL#101-265-930.000, Bi-Path Maintenance. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

FIRE DEPARTMENT – PAID ON CALL RAISE

Chief Mark Hansen presented the Township Board with a proposal to increase the Paid-on-Call pay to a \$26.00 flat fee for the first 2 hours of a call, \$15.00 per hour for any time over 2 hours and \$15.00 per hour for training to be paid in 15 minutes increments. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the pay raise as presented and for Chief Mark Hansen to present the Board with a 3-tiered pay schedule based on training and documentation of tracking of time to be presented at the Board of Trustees meeting on July 24, 2023. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

FIRE DEPARTMENT – DNR VOLUNTEER FIRE CAPACITY GRANT PROGRAM

Chief Mark Hansen informed the Township Board that a DNR Volunteer Fire Capacity Grant was applied for. The grant is a matching fund grant for up to \$4,999.00. Should the grant be awarded the matching expenditure should be paid from GL #205-336-974.000, Equipment.

**FIRE DEPARTMENT – MICHIGAN MUTUAL AID BOX ALARM SYSTEM (MABAS)
AGREEMENT**

Chief Mark Hansen recommended the Township join the Michigan Mutual Aid Box Alarm System (MABAS). Moved by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers to table MABAS for additional information to the Board of Trustee’s meeting on July 24, 2023. Voice Vote. Motion carried by unanimous voice vote.

**FIRE DEPARTMENT – INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
TENTATIVE AGREEMENT**

The Township Board was presented with a Tentative Agreement with the International Association of Fire Fighter (IAFF) Local 1859. Personnel Committee members Supervisor Nathan Skibbe and Clerk Michele Palevich recommended approval of the agreement. Attorney Helen Mills gave a summary of the tentative agreement to the Township Board. Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to ratify the International Association of Fire Fighter (IAFF) Local 1859 2-year Tentative Agreement as presented. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

PUBLIC COMMENT

None.

CLOSED SESSION

Attorney/Client Privilege

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to enter closed session in order to consult with the Township attorney regarding a written legal opinion. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

The Township Board entered closed session at 7:38 p.m.

The Township Board left closed session at 9:06 p.m.

DISCUSSION

None.

ADJOURNMENT

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to adjourn.
Voice Vote. Motion carried unanimously. Meeting adjourned at 9:07 p.m.

Clerk Michele P. Palevich

Supervisor Nathan Skibbe