

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
June 11, 2019 – 11:00 a.m.  
MINUTES**

The Charter Township of Alpena Board of Trustees met in regular session on Tuesday, June 11, 2019 at 11:00 a.m., at the Charter Township of Alpena Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Nathan Skibbe  
Clerk Michele Palevich  
Trustee Norm Poli  
Trustee Cash Kroll  
Trustee Steve Lappan

Absent: Trustee Matt Dunckel (Excused)  
Treasurer Laura Ellery-Somers (Excused)

Others present: Timothy Gulden

Supervisor Skibbe called the meeting to order at 11:00 a.m., followed by the Pledge of Allegiance.

**ROLL CALL**

Roll call was called; the following board members were present: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. Excused absence: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers.

**AGENDA**

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to approve the agenda as presented with the following change: Add swearing in of Amanda Tolen as a firefighter. Motion carried by unanimous voice vote.

**PUBLIC COMMENT**

Larry Clark, 109 Bear Point Rd, Alpena MI gave the Board pages 11-12 of the International Property Maintenance Code with sections on peeling paint and weeds highlighted as suggestions to changes to Ordinance 137 (Blight).

**CORRESPONDENCE**

Correspondence includes: Letter Regarding Road Cleanup – S. Farkas. The Board discussed the garbage that is in ditches. Supervisor Nathan Skibbe and Trustee Cash Kroll will work together about purchasing No Dumping Signs. Supervisor Skibbe suggested having DPW workers work on cleanup. Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to receive and file. Motion carried by unanimous voice vote.

## **SUPERVISOR'S REPORT**

Supervisor Nathan Skibbe advised the Board that the Alpena County Road Commission Special Assessment Districts – Eldon, Pohl & Burks Manor are all approved. DPW is seeking a quote from MacArthur Construction for 21 residential service lines and one hydrant. Interim DPW Director Devin Robinette will be seeking quotes for subcontracting lawn repairs. Supervisor Nathan Skibbe advised that the Werth Rd bridge project has started.

## **WATER ESCROW ACCOUNT**

Motion by Trustee Steve Lappan and supported by Clerk Michele Palevich to direct counsel to request City's consent to place escrow account into an interest-bearing account. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers. Motion carried unanimously.

## **CLERK'S REPORT**

Clerk Michele Palevich advised the board that the Clerk's Office is working on the absentee ballot applications for the upcoming August 6, 2019 election. Also, she along with Supervisor Nathan Skibbe will be contacting the CPA firm this week to move forward in consolidating the 3 checking accounts to one.

## **TREASURER'S REPORT**

None.

## **LANDSCAPE RESTORATION – 103 ARIZONA ROAD**

Motion by Trustee Norm Poli and supported by Trustee Cash Kroll to approve bid from Pratt Scrape LLC in the amount of \$1,500.00 for landscape restoration for 103 Arizona, Alpena, MI. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers. Motion carried unanimously.

## **S2 LICENSURE PROPOSALS**

The Board discussed a letter from Larry Fox of C2AE regarding his review of the proposals from F & V Operations and Operations Services. Mr. Fox leans towards F & V Operations. Motion by Trustee Norm Poli and supported by Trustee Cash Kroll to move forward with contract with F & V Operations. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers. Motion carried unanimously.

## **ORDINANCE NO. 137, 138 AND 139 – UPDATE/DISCUSSION**

Trustee Steve Lappan gave an update regarding Ordinance No. 137 (Blight), 138 (Dangerous Buildings) and 139 (Rental Dwelling Registration and Inspection). Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Building Official Kirk Malcomson and Attorney Tim Gulden had met and reviewed the ordinances. Ordinances No 137 and 138 will be brought forward as drafted to be considered for adopting at the June 24, 2019 Board of Trustee's Meeting. Ordinance No. 139 will be

reviewed by the ad hoc committee and Building Official Kirk Malcomson in regards to what codes should be used to enforce the ordinance to revise the check list to correspond with those codes. Trustee Norm Poli thanked the ad hoc committee for their hard work and dedication.

#### **QUOTE – SEALER COAT - \$2,175.00**

Motion made by Trustee Steve Lappan and supported by Trustee Norm Poli to contract with Everett Goodrich Trucking & Asphalt Paving to seal the south drive and parking lot at a cost of \$2,175.00. Roll call vote was taken. AYES: Clerk Michele Palevich, Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers. Motion carried unanimously.

#### **QUOTE – STRIPING \$525.00**

Motion made by Trustee Norm Poli and supported by Trustee Cash Kroll to contract with S & B Striping for labor & materials to stripe parking lot at the cost of \$525.00. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers. Motion carried unanimously.

#### **FIRE DEPARTMENT REPORTS**

Chief Dave Robbins advised the Board that there were 175 calls in May, 2019, which is 8 less than last year. Chief Robbins will be giving the Board a copy of the Standard Operating Procedures and Standard Operating Guidelines for the Fire Department.

#### **FIRE DEPARTMENT LIEUTANANT POSITION**

Chief Dave Robbins advised the Board that interviews had been completed by Trustee Cash Kroll, Deputy Clerk Dana Malcomson and himself for the Lieutenant position. Chief Robbin's recommendation is to promote Jacob Ordway to Lieutenant. Trustee Cash Kroll concurred with the recommendation. Motion was made by Clerk Michele Palevich and supported by Trustee Cash Kroll to hire Jacob Ordway as Lieutenant Firefighter/EMT. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Matt Dunckel and Treasurer Laura Ellery-Somers. Motion carried unanimously.

#### **WATER DEPARTMENT REPORT**

Interim DPW Director Devin Robinette advised the Board that the DPW Department is not able to complete the clean up in a timely manner for the sites that were dug over the winter. Permission was granted by Supervisor Nathan Skibbe for the Interim DPW Director to get quotes on subcontracting the clean-up.

**Trustee Cash Kroll was excused at 12:06 p.m.**

#### **PUBLIC COMMENT**

Larry Clark, 109 Bear Point Rd, Alpena MI commented on Sanborn Township and Ossineke Township's blight enforcement. He also gave an update on South Bay and will give the Board a copy of the Grobbel Report (wetlands survey – Polijan property, South Partridge Point).

**DISCUSSION**

Supervisor Nathan Skibbe discussed traffic speeding on Princeton Ave. and having a street light for the intersection of Golf Course Road and US-23.

**ADJOURNMENT**

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to adjourn. Voice vote. Motion carried. Meeting adjourned at 12:16 p.m.

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Clerk Michele Palevich

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Supervisor Nathan Skibbe