

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
July 9, 2019 – 11:00 a.m.
MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Tuesday, July 9, 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
Treasurer Laura Ellery-Somers
Trustee Norm Poli
Trustee Cash Kroll
Trustee Steve Lappan
Trustee Matt Dunckel

Absent: None

Others present: Attorney Tim Gulden

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

ROLL CALL

Roll was called; the following board members were present: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel and Supervisor Nathan Skibbe. Absent: None.

AGENDA

Moved by Trustee Matt Dunckel and supported by Trustee Norm Poli to approve the agenda as presented with following additions under new business: 1. Shoreline Management Workshop and 2. Fiscally Ready Communities Training. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

Moved by Trustee Matt Dunckel 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

JUNE 24, 2019

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to approve the meeting minutes as presented with a correction under DPW Special Assessment Construction Estimate for a total cost of \$52,500.00 (it was incorrectly listed as \$51,500.00). Voice Vote. Motion carried by unanimous voice vote.

PRESENTATION – NORTHERN STRIKE – MASTER SARGENT KINNEY

Master Sargent Kinney advised the Board that Northern Strike training will be conducted at Alpena Combat Readiness Training Center beginning July 14, 2019 through August 3, 2019. There will be up to 1,500 participants from all branches of the services in the Alpena area. Flight hours will be 8:00 a.m. to midnight.

CORRESPONDENCE

Correspondence included – Township – Planning Commission – Minutes – June 10, 2019 and Zoning – Board of Appeals – Minutes – June 18, 2019 and Letter of Appreciation – Ferris. Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to receive and file the correspondence. Voice Vote. Motion carried by unanimous voice vote.

WERTH ROAD CLAIM

Supervisor Nathan Skibbe advised that the damage which occurred on June 26, 2019 at the Werth Road Force Main was fixed on July 3, 2019 after a site meeting with Larry Fox, C2AE. Work was completed on July 4, 2019. Trustee Steve Lappan recommended submitting claim to the Township's insurance carrier. Motion was made by Trustee Matt Dunckel and supported by Trustee Cash Kroll to submit a claim for the damage on Werth Road Force Main to the Township's insurance carrier. 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.

SUPERVISOR'S REPORT

Supervisor Nathan Skibbe advised the Board that the parking lot was seal-coated and re-stripped. Supervisor Nathan Skibbe will be attending the Lakewood Special Assessment meeting at Alpena County Road Commission with Larry Orcutt, Treasurer Laura Eller-Somers, Assessor Kris Lewis and Attorney Tim Gulden. Supervisor Nathan Skibbe, Clerk Michele Palevich and Treasurer Laura Eller-Somers will be meeting with Straley, Lamp and Kraenzlein regarding the upcoming audit and consolidating bank accounts. The Township is having an energy audit and converting to a 3rd party provider to lower the natural gas rate from 43 cents to 28.5 cents. Interviews for Assessing/Building will be scheduled for July 15, 2019. Supervisor Nathan Skibbe would like the Board to consider hiring a part-time interim liquor inspector. The Board was also advised that the Board of Review will be meeting July 16, 2019.

CLERK'S REPORT

Clerk Michele Palevich advised that the Clerk's office was very busy upcoming the August 6, 2019 election and that over 400 ballots have been issued as of that morning.

TREASURER'S REPORT

Treasurer Laura Ellery-Somers advised that she had met with PNC Bank, Flagstar Bank and Chemical Bank. She is recommending that we move our accounts to Chemical Bank due to cost savings and services offered. Treasurer Laura Ellery-Somers advised the Board that the bank reconciliations are up to date. Treasurer Laura Ellery-Somers also presented the Board with the following YTD fiscal reports: Revenue and Expenditure Report and Check Register Report.

NATURE PRESERVE – UPDATED BROCHURE

Moved by Trustee Matt Dunckel and supported by Trustee Steve Lappan to approve the updated Nature Preserve brochure. Voice Vote. Motion carried by unanimous voice vote.

RFP – F & V OPERATIONS

Trustee Steve Lappan advised the Board that he had concerns regarding the indemnity clause and the insurance requirements in the agreement. Treasurer Laura Ellery-Somers also expressed concern regarding the agreement not indicating a specific amount. Trustee Steve Lappan and Supervisor Nathan Skibbe will be meeting with F & V Operations to review the agreement. The agreement will be on the July 22, 2019 Board of Trustee's meeting agenda. Treasurer Laura Ellery-Somers also suggested that 2 signatures (the Clerk's and the Supervisor's) be required on all contracts.

SA DISTRICTS – POHL, ELDEN, BURKS MANOR – QUOTES FOR RESIDENTIAL WATER SERVICES

Supervisor Nathan Skibbe advised that he had contacted Environmental Excavating and Bedrock Excavating for quotes on replacing the 21 residential lines on Pohl Rd, Elden Drive and Burks Manor. Environmental Excavating would not have the time available to complete the project and Bedrock Excavating did not submit a quote. Moved by Trustee Norm Poli and supported by Trustee Matt Dunckel to approve MacArthur Construction to replace 21 water service lines @ \$2,500.00 each for a total of \$52,500.00 on Pohl Rd, Elden Drive and Burks Manor. 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 unanimously.

SHORELINE MANAGEMENT WORKSHOP

Trustee Norm Poli advised the Board that there was a Shoreline Management Workshop in Petoskey, MI on July 19, 2019. Motion was made by Trustee Poli and supported by Trustee Cash Kroll to extend an invitation to the Planning Commission to attend the July 19, 2019 Shoreline Management Workshop. 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.

FISCALLY READY COMMUNITIES TRAINING

Trustee Norm Poli advised the Board that the Michigan State University Extension office was offering a seminar on September 12, 2019 at no cost in Alpena regarding best practices for fiscal and operational planning. Treasurer Laura Ellery-Somers commented that she is registered for the seminar. Clerk Michele Palevich will register Trustee Cash Kroll, Trustee Norm Poli and herself for the training.

WATER ORDINANCE

Motion by Trustee Steve Lappan and supported by Trustee Matt Dunckel to introduce proposed Ordinance No. 139, The Charter Township of Alpena Sanitary Sewer and Water Ordinance and to publish notice of the introduction and possible adoption of the ordinance during the Board's July 22, 2019 meeting. 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 REPORT

Chief Dave Robbins advised the Board that Captain Mark Hall gave a verbal resignation as a full-time officer effective July 17, 2019 to accept the position as 911 Director at Alpena County. Chief Dave Robbins recommended that we offer a Lieutenant position to Chris Stevens. Motion made by Trustee Cash Kroll and supported by Clerk Michele Palevich to begin the hiring process of Chris Stevens to fill the vacant officer position in the Fire Department subject to the formal resignation of Mark Hall. 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.

CLOSED SESSION

Motion was made by Trustee Steve Lappan and supported by Trustee Matt Dunckel that the Township Board go into a closed session to discuss Contract Negotiations – Local 1859. 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.

The Board went into closed session at 12:07 p.m.

The Board returned to open session at 12:20 p.m.

LOCAL 1859 CONTRACT

Motion was made by Trustee Norm Poli and supported by Trustee Steve Lappan to ratify the Tentative Agreement with Local 1859. 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.

ADJOURNMENT

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 12:23 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe