

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
July 22, 2019 –6:00 p.m.
MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, July 22, 2019 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 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 6:00 p.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. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

Marie Twite, 4165 Truckey Rd, Alpena, MI had questions on the agenda. What is F & V Contract (Fleis & VandenBrink – S-2 Licensure) & MMC Contract (Municipal Management Consulting). She requested acronyms not be used.

Mark Smith, 1050 Pine Rd, Alpena, MI commented on the blight at 1051 Pine Rd, Alpena and lack of resolution.

Gary Partyka, 105 Channel Rd #1, Alpena, MI advised that the bi-path has been sprayed for weeds and that there are potholes that need to be fixed. Mr. Partyka also commented that the blight issues are not being resolved.

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.

PRESENTATION – LIBRARY MILEAGE

Eric Magness-Eubank advised the Board that the Alpena County Library was seeking a renewal of .25 mil. for a 20-year term to finance renovations. The 3.7-million-dollar project would include heating/air conditioning updates and improvement of disability access. Three thousand township residents are registered library users.

MINUTES

JULY 9, 2019

Moved by Trustee Norm Poli and supported by Trustee Matt Dunckel to approve the meeting minutes as presented with a correction under Treasurer's Report to change Flagstar Bank to Huntington Bank. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

Correspondence included: Alpena County Road Commission – 2019 Sealcoat Program. Moved by Trustee Matt Dunckel and supported by Treasurer Laura Ellery-Somers to receive and file the correspondence. Voice Vote. Motion carried by unanimous voice vote.

F & V CONTRACT

Supervisor Nathan Skibbe advised that Trustee Steve Lappan, Attorney Tim Gulden and himself worked with F & V Operations Systems regarding the insurance requirement and indemnity clause within the contract for the Township's S-2 Licensure. Motion was made by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the F & V contract. 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.

MMC CONTRACT

Moved by Trustee Norm Poli and supported by Trustee Cash Kroll to approve the contract with MMC (Michigan Municipal Corporation) for Policy/Procedure Manual Consulting services at \$65.00/hour plus expenses to be charged to line item #101-171-801.000. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Trustee Cash Kroll, Trustee Matt Dunckel and Supervisor Nathan Skibbe. NAYES: Treasurer Laura Ellery-Somers. Motion carried.

ASSESSING/BUILDING POSITION

The following applicants for the Assessing/Building position were present: Ruth Braun, Beth Watkins and Jon Kohart. Each candidate was given the opportunity to address the Board of Trustees. The Board was given packets containing each candidate resume/application, letters of recommendation from Assessor Kris Lewis and Building Official Kirk Malcomson and had the opportunity to address the candidates. Motion was made by Clerk Michele Palevich and supported by Trustee Cash Kroll to begin the hiring process for Ruth Braun as Assistant Assessor/Building Inspector, Zoning Ordinance Officer. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Matt Dunckel, Trustee Norm, Trustee Norm Poli, and Supervisor Nathan Skibbe. NAYES: None. Motion carried unanimously.

DRONE FUNDING

Supervisor Nathan Skibbe advised that we would be releasing the funds in the amount of \$2,000.00 to the Alpena County Sheriff's Office for purchasing a Drone.

ADOPTION OF ORDINANCE NO. 139 (SEWER & WATER ORDINANCE)

Moved by Trustee Matt Dunckel and supported by Trustee Norm Poli to adopt Ordinance No. 139 Sanitary Sewer and Water Ordinance. 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.

RESOLUTION SETTING SANITARY SEWER AND WATER ORDINANCE RATES & CHARGES

Motion was made by Matt Dunckel and supported by Treasurer Laura Ellery-Somers to adopt the Resolution Regarding Sanitary Sewer and Water Ordinance Schedule of Rates & Charges as presented. 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.

TENURGY

Motion was made by Trustee Steve Lappan and supported by Trustee Cash Kroll to start the process with Tenurgy to audit and analyze utility costs. Voice Vote. Motion carried by unanimous voice vote.

LAKESWOOD SPECIAL ASSESSMENT

Motion by Trustee Matt Dunckel and supported by Trustee Steve Lappan to begin the process for Lakewood Special Assessment for a road improvement project. 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.

PUBLIC COMMENT

Gary Partyka, 105 Channel Rd #1, Alpena, MI commented on the blight issues.

Sheriff Steve Kieliszewski, Alpena, MI thanked the Board for helping fund the purchase of the Drone.

Edna LeBarre, 2781 Lakewood, Alpena, MI had questions regarding the Lakewood Drive Special Assessment Road Project. Supervisor Nathan Skibbe referred her to Alpena County Road Commission Managing Director Larry Orcutt.

DISCUSSION

1051 PINE ROAD

Moved by Trustee Steve Lappan and supported by Trustee Matt Dunckel to allow Building Official Kirk Malcomson to move forward with pursuing Blight Ordinance No. 137 and possible zoning violations at 1051 Pine Road, Alpena, MI and possible issuance of tickets. 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.

LAKWOOD SPECIAL ASSESSMENT MAILING

Treasurer Laura Ellery-Somers questioned who would be responsible for sending out the Lakewood Special Assessment Notice by August 3, 2019 for the first public hearing on August 13, 2019. Given that special assessments are a tax-based revenue, it was determined that Treasurer Laura Ellery-Somers and Assessor Kris Lewis would be responsible for mailings regarding the public hearing.

ADJOURNMENT

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 7:19 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe