

ALPENA TOWNSHIP – BOARD OF TRUSTEES
REGULAR SESSION – September 25, 2017 – 6 pm
MINUTES

The Alpena Township Board of Trustees met in Regular session on Monday, September 25, 2017 at 6 pm at the Alpena Township Offices, 4385 US 23 North, Alpena, Michigan.

Present: Supervisor Nathan Skibbe
Clerk Karie K. Bleau
Treasurer Laura L. Ellery-Somers
Trustee Matt Dunckel
Trustee Nate Thomson
Trustee Cash Kroll

Absent: Trustee Norm Poli

Others present: Attorney Tim Gulden

Media Present: WATZ – Bruce Johnson
Alpena News – Julie Goldberg

ADOPTION OF AGENDA:

A motion was made by Trustee Dunckel and supported by Trustee Thomson to adopt the agenda with additions. Motion carried by unanimous voice vote.

PUBLIC COMMENT:

None.

PRESENTATION:

Susan Skibbe representing the Thunder Bay Island Lighthouse Preservation Society shared a powerpoint presentation representing the needs to replace the roof and do some other repairs to the Fog Signal building. The TBILPS requested that the Township support their efforts to seek a grant to replace/repair the roof and building. A motion was made by Trustee Dunckel and supported by Trustee Kroll to authorize the Thunder Bay Island Lighthouse Preservation Society to prepare and submit a grant application to assist in funding the necessary repairs on the Fog Signal building on Thunder Bay Island. Roll call vote was taken. Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Supervisor Skibbe. Nays: none.

A motion was made by Trustee Thomson and supported by Trustee Dunckel to provide a letter of support to the Thunder Bay Island Lighthouse Preservation Society for the grant application. Motion carried by unanimous voice vote.

MINUTES APPROVED:

A motion was made by Treasurer Ellery-Somers and supported by Trustee Kroll to approve the minutes from August 28, 2017 with corrections. Motion carried by unanimous voice vote.

PAYMENT OF BILLS:

A motion was made by Trustee Thomson and supported by Trustee Dunckel to pay the bills as presented. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

CORRESPONDENCE:

Alpena Township - Charter Committee - Minutes - August 22, 2017, Alpena Township Holidays/Schedule of Meetings – 2018, Alpena Township Finance Committee Minutes - September 7, 2017, Alpena Township Planning Commission - Minutes - August 21 & September 11, 2017, TB Island Grant Application Support Letter, Alpena Power - Notice of Opportunity to Comment, Alpena County Road Commission - Road Report/Minutes - 09-05-17. A motion was made by Trustee Dunckel and supported by Trustee Thomson to receive and file all correspondence. Motion carried by unanimous voice vote.

OLD BUSINESS:

ZBA Appointments and Terms. A motion was made by Trustee Thomson and supported by Trustee Dunckel to confirm the terms of office for the following members of the Zoning Board of Appeals whose terms will expire as follows: Tammy Thomson October 1, 2018, Irma Schuelke October 1, 2018, Susan Skibbe October 1, 2019. Roll call taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

NEW BUSINESS:

Bank Reconciliation Assistance. Treasurer Ellery-Somers informed the Board of Trustees of the need for accounting firm Schulze, Edwards & Oswald PC to perform the bank reconciliations for Fiscal Year 2016/2017. Treasurer Ellery-Somers recommended that Alpena Township enter into an agreement with Schulze, Edwards & Oswald PC to assist in reconciling bank statements associated with all accounts for the months of May 2016 through March 2017 for both Water and General Funds. The cost is estimated between \$9,000 and \$11,000. The anticipated completion date is October 5, 2017. A motion was made by Trustee Dunckel and supported by Trustee Thomson to enter into an agreement with Schulze, Edwards & Oswald PC to assist in reconciling bank statements associated with all accounts for the months of May 2016 through March 2017 for both Water and General Funds. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

Business Deposit Account Resolution - Chemical Bank.

Treasurer Ellery-Somers informed the Board of her intention to move monies that are currently in accounts at First Federal and Huntington banks into newly created accounts at Chemical Bank. Chemical Bank offered significantly greater interest rates. A motion was made by Trustee Dunckel and supported by Trustee Kroll to sign the resolution for Chemical Bank. Roll call vote was taken. Ayes: Trustee Dunckel, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

Adopt 2018 Poverty Exemption Policy & Guidelines. A motion was made by Treasurer Ellery-Somers and supported by Trustee Dunckel to adopt the 2018 Poverty Exemption Policy and Guidelines as presented. Roll call vote was taken. Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Supervisor Skibbe. Nays: none. Motion carried.

Alanon - Request Permission to Install Handicap Ramp.

Building Official Jerry Bleau informed the Board of Trustees of the Alanon Club's request to install a handicap ramp on the Township's building that they occupy. A motion was made by Treasurer Ellery-Somers and supported by Trustee Dunckel to allow the Alanon Club to install a handicap ramp on the building that they occupy and the Township owns. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

Blight Enforcement - Parcel No. 018-160-000-037-01.

Supervisor Skibbe advised the Board of the multiple attempts to resolve a blight complaint on Sheridan Drive without a satisfactory conclusion. Attorney Gulden suggested that the Board issue a citation to both the owners (husband and wife). Supervisor Skibbe informs the Board of the extensive blight issues on this property. He was given access by the neighboring property owner (who is attempting to sell her property) to visually inspect the property of concern and take photos. A motion was made by Trustee Thomson and supported by Trustee Kroll to authorize Supervisor Skibbe and Attorney Gulden to issue citations to both of the owners on the Sheridan Drive Property. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

Resolution to Waive Interest and Penalties for Late Property Affidavit. Attorney Gulden informed the Board of Trustees of his opinion regarding the financial infeasibility for Alpena Township to track, bill and collect interest and penalties for failure to file the Property Transfer Affidavit in the 45 day period after transfer of ownership. A motion was made by Trustee Dunckel and supported by Trustee Thomson to adopt a resolution to waive the penalties and interest for a failure to file a Property Tax Affidavit. Roll call vote was taken. Ayes: Trustee Kroll, Trustee Dunckel, Trustee Thomson, Clerk Bleau, Treasurer-Ellery Somers, Supervisor Skibbe. Nays: none. Motion carried.

Department Reports/Requests: Assessing, Building, Fire, Water.

Building Dept. - Permit Reports - August, 2017. Building Official Bleau reported that the Building Dept. is functioning really well. Lynn is doing a great a job.

Water Dept. - Report - J. Bleau reported that the Township has suffered a lightning strike and the DPW has suffered a great deal of electronic issues. His meter reader equipment has been sent away for diagnostic testing to determine if it can be repaired or if it must be replaced. Bleau has arranged for a complete evaluation of the electrical system in the building and is working with Fire Dept. staff to have all the towers on the building evaluated for damage and will be seeking quotes for repair/replacement of all damage. The DPW has repaired several more service line breaks in the past several weeks and commented that they seem to be replacing "blue line" pipe almost every day.

Request Adjustment - Water Bill. Bleau informed the Board about letters and calls that he receives from the customers almost daily and wants the Board to be aware that the customers are upset.

Water Certification Review Courses - October 24-25, 2017 – Grayling.

DPW Director Bleau advised the Board that one of the employees in his Dept., Devin Robinette, would like to attend training for the S3-S4 testing. He has paid for the test himself. Bleau requested that the Board approve class fees, mileage, and lodging. A motion was made by Treasurer Ellery-Somers supported by Trustee Dunckel to authorize the class fee, mileage and lodging for Devin Robinette to attend the training course on Oct. 24-25, 2017. Roll call vote was taken. Ayes: Trustee Dunckel, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

Fire Dept. - Report - D. Robbins.

Chief Robbins addressed the Board regarding August run reports; the Fire Dept. is making 15-20 calls per day.

Chief Robbins informed the Board of Trustees that he and Supervisor Skibbe attended the City Council meeting last month where Captain Ken Piper and Firefighter Jacob Ordway were recognized for their participation in a life-saving event. The Board of Trustees gave Capt. Piper and Jacob Ordway a standing ovation and expressed gratitude for their service.

Robbins reported that he is working on a cost recovery program with Attorney Gulden and he will bring further information to the next meeting.

Excel class – for 3 attendees to attend the class on Oct 3-4 at a cost of \$150.00. A motion was made by Treasurer Ellery-Somers and supported by Trustee Dunckel to pay for the class fee for the 3 firefighters. Roll call vote was taken. Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Supervisor Skibbe. Nays: none. Motion carried.

Chief Robbins informed the Board that the Township has been awarded a freightliner chassis for a fire truck from the DNR. They have a smaller tender available on site that we could take in lieu of the chassis. A motion was made by Trustee Dunckel and supported by Trustee Thomson to authorize Chief Robbins to select the equipment that he deems most valuable and functional to the Township Fire Dept. and make the necessary arrangements to take possession of the equipment. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

Robbins reported that he has sought a clarification from the State Fire Marshal and others to clarify the roll of the Mechanical Inspector, the inspection process, and his role in the process as the Fire Inspector. He also reported that the Township should be charging separate fees for the Mechanical Inspection and the Fire Inspection.

Robbins commented that he appreciated the opportunity to attend the MTA Emergency Management Conference in Frankenmuth and would like to attend more conferences that are sponsored by MTA in the future.

PUBLIC COMMENT:

None.

DISCUSSION:

None.

CLOSED SESSION: Union Contract Negotiations - Local 1859 and TPOAM.

A motion was made by Trustee Thomson and supported by Trustee Dunckel to move into closed session for the purpose of discussing strategy and negotiations in connection with the negotiation of (1) the collective bargaining agreement for Local 1859 of the International Association of Fire Fighters; and (2) the collective bargaining agreement for the Technical, Professional, and Office Workers Association of Michigan. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

A motion was made by Trustee Dunckel and supported by Trustee Thomson to move into Open Session. A roll call vote was taken: Ayes: Trustee Kroll, Trustee Dunckel, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Nays: none. Motion carried.

A motion was made by Trustee Dunckel and supported by Trustee Thomson to authorize the Township Supervisor and the Township Clerk to execute the collective bargaining agreement for Local 1859 of the International Association of Fire Fighters, as submitted to the Township Board by the Township Attorney. Roll call vote was taken. Ayes: Trustee Dunckel, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

A motion was made by Trustee Dunckel and supported by Trustee Thomson to authorize the Township Clerk to sign the letter agreement with the Technical, Professional, and Office Workers Association of Michigan, as submitted to the Township Board by the Township Attorney, which will result in an increase of wages for the Deputy Treasurer in the amount of \$0.481 per normal work hour, not to exceed \$1,000 per year, beginning on September 25, 2017. Roll call vote was taken. Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Supervisor Skibbe. Nays: none. Motion carried.

A motion was made by Trustee Dunckel and supported by Trustee Thomson to authorize the Township Clerk to sign the letter agreement with the Technical, Professional, and Office Workers Association of Michigan, as submitted to the Township Board by the Township Attorney, which will result in an increase of wages for the Deputy Supervisor in the amount of \$0.481 per normal work hour, not to exceed \$1,000 per year, beginning on September 25, 2017. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

ADJOURNMENT:

A motion was made by Trustee Dunckel and supported by Treasurer Ellery-Somers to adjourn the meeting. Motion carried by unanimous voice vote. Meeting adjourned at 7:59pm

Respectfully submitted:

Karie K. Bleau
Alpena Township Clerk