

ALPENA TOWNSHIP – BOARD OF TRUSTEES  
REGULAR SESSION – January 26, 2018 – 6 pm  
MINUTES

The Alpena Township Board of Trustees met in Regular session on Monday, January 26, 2018 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 Nate Thomson  
Trustee Cash Kroll  
Trustee Norm Poli

Absent: Trustee Matt Dunckel

Others present: Attorney Jim Florip

Media Present: Alpena News – Julie Goldberg

**ADOPTION OF AGENDA:**

A motion was made by Trustee Kroll and supported by Trustee Thomson to adopt the agenda with the following changes: add Personnel Committee and Fire Committee minutes under Correspondence and Revenue Budget Amendments under new Business. Motion carried by unanimous voice vote.

**PUBLIC COMMENT:**

Jim DeRoshier, President of Thunder Bay Island Preservation Society. Mr. DeRoshier advised the Board of the Thunder Bay Island Preservation Society's 2017 activities report. The group logged many hours working on the island. Five (5) government agencies visited the island. Grants have been applied for with one being awarded so far by the Besser Foundation. The group participated in drone mapping projects which gave them great images. The Thunder Bay Island Preservation Society requested that the Board consider an allocation of \$3,000.00 to the group in the 2018/2019 budget.

**MINUTES APPROVED:**

A motion was made by Trustee Poli and supported by Trustee Thomson to approve the minutes from December 18, 2017. Motion carried by unanimous voice vote.

**PAYMENT OF BILLS:**

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

**CORRESPONDENCE:**

Alpena Township – Planning Commission minutes – Dec. 11, 2017, Alpena Township Personnel Committee minutes – Dec. 15, Dec. 20, Dec. 29, 2017, Jan. 5, 2018, Alpena Township Fire Committee minutes – Jan. 3, Jan. 8, Jan. 23 and Jan. 26, 2018, Long Lake Improvement Assoc. –

Update letter, Letter to Clerk – Susan Skibbe, Audit Report, Alpena County Road Commission – 2018 Projects Matching Funds, DTE – Public Hearing Notice – February 8, 2018. A motion was made by Trustee Thomson and supported by Clerk Bleau to receive and file all correspondence. Motion carried by unanimous voice vote.

**OLD BUSINESS:**

Water Tower Lease Agreement – AT&T. DPW Director Bleau informed the Board that his recommendation is to do nothing with the new proposed lease agreement. There is still 20 years remaining on the lease that is currently in place and he sees no reason to entertain any of the proposed changes. A motion was made by Trustee Thomson and supported by Trustee Poli to reject the proposed changes. Motion carried.

**NEW BUSINESS:**

1010 Technology – Contract from Network Engineering and Support. A motion was made by Clerk Bleau and supported by Treasurer Ellery-Somers to table the contract until after the budget meetings. Motion carried.

Recycling Charge Removal - #018-405-392-00/013-032-550-01. Supervisor Skibbe informed the Board of the need to remove the recycling charge from parcel #'s 018-405-392-00/013-032-550-01 because one is a vacant parcel and the other is unoccupied/non-residential. A motion was made by Trustee Kroll and supported by Trustee Thomson to remove the recycling charge from parcel #'s 018-405-392-00/013-032-550-01. Roll call vote was taken. Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Supervisor Skibbe. Nays: none. Motion carried.

Summer and Winter Tax Deferment Application. Treasurer Ellery-Somers informed the Board of the need to implement the use of the newest version of the deferment application. A motion was made by Trustee Poli and supported by Trustee Thomson to immediately implement the use of the newest version of the deferment applications. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

Treasurer's Policy – Over and Short Adjustments. Treasurer Ellery-Somers informed the Board of the need for a policy to handle Over and Short adjustments. A motion was made by Treasurer Ellery-Somers and supported by Trustee Thomson to approve and adopt the Over and Short Adjustments Policy as presented. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

Revenue Budget Amendments – Treasurer Ellery-Somers informed the Board that she has prepared the Revenue Budget Amendments per the CPA to create a balanced budget in each fund. A motion was made by Trustee Kroll and supported by Trustee Poli to approve the revenue budget amendments. Roll call vote was taken. Ayes: Trustee Kroll, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Nays: none. Motion carried.

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

Assessing Dept. – 2018 Board of Review Training – February 13, 2018. A motion was made by Trustee Poli and supported by Trustee Thomson to approve the Board of Review training

request for three attendees and pay for the class fee and mileage. Roll call vote was taken. Ayes: Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

#### Building Dept. - Permit Reports - December, 2017

Building Official Jerry Bleau informed the Board that the monthly permit reports are available in packet for review and is willing to answer any questions that the Board may have. Comparison reports for 2016 and 2017 were submitted for the Board to review.

Bleau informed the Board that the MADCAD subscription needs to be renewed to allow for on line access to the building codes. The fee for 2018 is \$300.00. A motion was made by Trustee Kroll and supported by Trustee Thomson to pay for the 2018 MADCAD subscription. Roll call vote was taken. Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Supervisor Skibbe. Nays: none. Motion carried.

#### Water Dept. - Report - J. Bleau

Certificates of Completion – DPW Director Jerry Bleau presented the Board the certificates of completion for the water meter training class that he and one DPW employee attended earlier this month.

Water Bill Assistance Request – Bleau informed the Board of an email that was sent to the Supervisor from a customer who is seeking assistance with their water bill. The email appears that the customer is seeking a payment plan and more time to pay the bill. The customer relates a family health concern and the DPW Director recommends having the attorney review the request. The Board directed Bleau to seek a legal opinion/review from the Township's attorney and report back to the Board.

#### Fire Dept. - Report - D. Robbins

Chief Robbins reviewed the Fire Department's year-end report with the Board. Chief Robbins informed that Board that he has received two applications for the Paid on Call division. Robbins recommends hiring Andrew and Samantha Szczukowski for the Paid on Call division.

A motion was made by Trustee Poli and supported by Trustee Thomson to hire the 2 applicants for the Paid on Call division. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

Chief Robbins reported that the ladder truck is in need of repair as a result from freeze damage it sustained at the recent Lakewood Drive fire. The repair bill for rear brake chambers is \$724.88.

A motion was made by Treasurer Ellery-Somers and supported by Trustee Poli to repair the rear brake chambers of the ladder truck for \$724.88. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

Chief Robbins informed the Board that state sponsored training classes are coming in February – training requests are being submitted. The Township will have no cost for the classes.

Chief Robbins informed the Board that the grant money which has been awarded for the turn out gear requires that 3 bids be sought - which Robbins has received. His recommendation is to accept the bid for Heritage Fire for \$1,864.00 per set and 5 sets will be purchased. A motion was

made by Trustee Thomson and supported by Trustee Kroll to accept the bid from Heritage Fire for 5 sets of turn out gear. Roll call vote was taken. Ayes: Trustee Kroll, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Nays: none. Motion carried.

**PUBLIC COMMENT:**

Stanley Mischley submitted a letter with a request for it to be read in public comment. Supervisor Skibbe read the letter which was in opposition to the potential audit of the Fire Department.

**CLOSED SESSION:**

A motion was made by Trustee Thomson and supported by Trustee Kroll to move into closed session pursuant to a request from an Alpena Township employee, to consider a personnel evaluation concerning that employee. Roll call vote was taken. Ayes: Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

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

A motion was made by Trustee Thomson and supported by Trustee Kroll that the current Labor Assistant be demoted to Meter Reader due to failure to meet the certification requirement effective as of Monday Jan. 29, 2018. Roll call vote was taken. Ayes: Clerk Bleau, Trustee Kroll, Trustee Thomson. Nays: Trustee Poli, Treasurer Ellery-Somers, Supervisor Skibbe. Tie vote. Motion Failed.

A motion was made by Treasurer Ellery-Somers and supported by Supervisor Skibbe to give the current Labor Assistant one more chance to achieve the required certification of DEQ S4. The test is available on May 1, 2018. If he is unsuccessful in passing the test the employee would be demoted to Meter Reader. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Poli, Trustee Thomson, Supervisor Skibbe. Nays: Clerk Bleau, Trustee Kroll. Motion carried.

A motion was made by Trustee Kroll and supported by Trustee Thomson to move into closed session to discuss the water litigation. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Poli, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

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

A motion was made by Trustee Kroll and supported by Trustee Poli to approve Attorney Fahey's recommendation as to his approach to settlement and to the City's motions. Roll call vote was taken. Ayes: Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

**DISCUSSION:**

None

**ADJOURNMENT:**

A motion was made by Trustee Poli and supported by Trustee Kroll to adjourn the meeting.  
Meeting adjourned at 7:52 pm.

Respectfully submitted:

Karie K. Bleau  
Alpena Township Clerk