

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
March 23, 2020 – 4:30 p.m.
BUDGET HEARING MINUTES**

The Charter Township of Alpena Board of Trustees met in special session on Monday, March 23, 2020 at 4:30 p.m. at the Alpena Township Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Nathan Skibbe
Clerk Michele Palevich
Treasurer Laura Ellery-Somers
Trustee Norm Poli
Trustee Matt Dunckel
Trustee Steve Lappan
Trustee Cash Kroll

Absent: None

Others present: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 4:30 p.m., followed by the Pledge of Allegiance.

ROLL CALL

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

ADOPTION OF AGENDA

Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve the agenda as presented. 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.

PUBLIC COMMENT

None.

BUDGET HEARING FOR THE 2020-2021 BUDGET

Supervisor Nathan Skibbe announced the opening of the Budget Hearing and asked for Public Comment.

There was no public comment.

A motion was made by Trustee Matt Dunckel and supported by Trustee Steve Lappan to close the Public Budget Hearing. 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.

ADOPTION OF BUDGET

A motion was made by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers that it be resolved, that the Charter Township of Alpena, having duly published notice of a public hearing on the proposed budget in accordance with MCL 42.26, having complied with Section 16 of the Uniform Budgeting and Accounting Act and MCL 211.24e in order to levy an operating rate which exceeds the base tax rate, and having held the required public hearing, the proposed budget for the fiscal year as previously considered and prepared by the Township Board is hereby adopted as the Charter Township of Alpena Budget for the fiscal year April 1, 2020 through March 31, 2021. 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.

ADOPTION OF OFFICER SALARIES

SUPERVISOR

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, the Supervisor's salary for the 2020-2021 fiscal year shall be as follows: \$46,461.00 plus the same health insurance coverage provided for Township employees and an annual Health Savings Account deposit of \$1,300 for a single plan or \$2,600 for a family plan; or in lieu of health insurance, a monthly payment of \$300.00 per month should the Supervisor opt out of Charter Township of Alpena's health insurance coverage. 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.

CLERK

A motion was made by Trustee Steve Lappan and supported by Trustee Norm Poli that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, the Clerk's salary for the 2020-2021 fiscal year shall be as follows: \$45,320.00 plus the same health insurance coverage provided for Township employees and an annual Health Savings Account deposit of \$1,300 for a single plan or \$2,600 for a family plan; or in lieu of health insurance, a monthly payment of \$300.00 per month should the Clerk opt out of Charter Township of Alpena's health insurance coverage. 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.

TREASURER

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, the Treasurer's salary for the 2020-2021 fiscal year shall be as follows: \$45,320.00 plus the same health insurance coverage provided for Township employees and an annual Health Savings Account deposit of \$1,300 for a single plan or \$2,600 for a family plan; or in lieu of health insurance, a monthly payment of \$300.00 per month should the Treasurer opt out of Charter Township of Alpena's health insurance coverage. 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.

TRUSTEES

A motion was made by Trustee Steve Lappan and supported by Trustee Treasurer Laura Ellery-Somers that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting, the Trustees shall be entitled for the 2020-2021 fiscal year a salary of \$1200.00, or \$100.00 per month, plus a per diem for each meeting attended by the Trustee on Township business, including but not limited to, Township Board meetings of \$100.00 per full day (any meeting lasting longer than four (4) hours) and \$60.00 per half day (any meeting lasting four (4) hours or less). 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.

PLANNING, ZONING, APPEALS AND BOARD OF REVIEW

A motion was made by Trustee Steve Lappan and supported by Trustee Norm Poli that it be resolved, that the Charter Township of Alpena not having conducted an annual meeting of electors, board members per diem shall be \$ 58.00 per half day (any meeting or combination of meetings lasting four (4) hours or less), and \$ 84.00 per full day for (any meeting or combination of meetings lasting longer than four (4) hours). Board of Review will be \$100.00 per day for public day, \$ 90.00 per day for non-public days and \$ 58.00 for ½ non-public day.

Chairperson and Secretary of the Planning, Zoning and Appeals Board will receive \$10.00 extra for each meeting. 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.

DEPOSITORIES

A motion was made by Trustee Steve Lappan and supported by Trustee Cash Kroll that it be resolved, that Township funds be deposited in the following institutions, in such amounts upon such terms as may be decided by the Treasurer, but so that the Township has sufficient ready funds available to meet obligations as they come due.

mBank
Chemical Bank
PNC
Alpena Alpena Area Credit Union

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

REGULAR MEETING DATES

A motion was made by Trustee Steve Lappan and supported by Trustee Norm Poli that it be resolved, that the regular meetings of the Charter Township of Alpena Board of Trustees will be held on the 2nd Tuesday of each month, unless it is a holiday, then being held the following day at 11:00 a.m. AND the 4th Monday of each month, unless it is a holiday, then being held the following day at 6:00 p.m. at the Charter Township of Alpena Civic Building, 4385 US 23 North, Alpena, Michigan and be it further resolved that the Clerk post a notice of these times and dates for regular meetings within ten (10) days of the date hereof. 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.

RULES OF CONDUCT MEETINGS

A motion was made by Trustee Steve Lappan and supported by Clerk Michele Palevich that it be resolved, all meetings of the Charter Township of Alpena Board shall be conducted pursuant to the procedures of "Roberts Rules of Order", as interpreted or modified by the Chair upon advice of legal counsel. 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.

ATTORNEY

A motion was made by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers that it be resolved that the Township appoints the law firm of Gillard, Bauer, Mazrum, Florip, Smigelski & Gulden and the Supervisor and Clerk are authorized to execute a Retainer Agreement with the annual retainer fee to be \$33,120.00, payable monthly at a rate of \$2,760.00 per month. 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

ADJOURNMENT

Moved by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 4:52 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe