

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
April 27, 2020 – 6:00 p.m.  
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, April 27, 2020 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 Cash Kroll  
Trustee Steve Lappan  
Trustee Matt Dunckel  
Trustee Norm Poli

Absent: None

Others present: None

Supervisor Nathan Skibbe called the meeting to order at 6:03 p.m., followed by the Pledge of Allegiance.

**ROLL CALL**

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

**AGENDA**

Moved by Trustee Steve Lappan and supported by Trustee Matt Dunckel to approve the agenda as presented with the following additions under New Business: 8. Fire Department Recommendation and 9. Alpena County Road Commission Agreement. 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**

**MARCH 23, 2020 (BUDGET HEARING) & MARCH 23, 2020 (REGULAR)**

Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll to approve the meeting minutes as presented. Voice Vote. Motion carried by unanimous voice vote.

**CORRESPONDENCE**

Correspondence included: Federal Energy Regulatory Commission – Dam Safety Status Update, Alpena County Road Commission – March 17, 2020 Minutes and Alpena County Road Commission – County Road Report – March 9-29, 2020 Report. Voice Vote. Motion carried by unanimous voice vote.

**PROPOSED INTRODUCTION OF TOWNSHIP ORDINANCE NO. 142  
(New Charter Township of Alpena Zoning Ordinance)**

Moved by Clerk Michele Palevich and supported by Trustee Matt Dunckel that proposed Charter Township of Alpena Ordinance No. 142, which is otherwise known as the Charter Township of Alpena Zoning Ordinance, be introduced; and that the Township Clerk, with the assistance of the Township Attorney, comply with the applicable Michigan Statutes by posting a copy of the proposed ordinance at the Township Clerk’s office by placing a complete copy of the proposed ordinance on the Township website; and by – within 7 days of the posting of the proposed ordinance – publishing a notice of the introduction and posting that describes the purpose of the proposed ordinance, identifies the locations where the proposed ordinance has been posted, and indicated when the Township Board will consider adopting the proposed ordinance. 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.

**ASSESSING DEPARTMENT – THE ALPENA NEWS AD**

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to pay The Alpena News invoice in the amount of \$1641.60 for the ads run by Assessor Kris Lewis. 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.

**PLAN ADMINISTRATOR – SECURITY BENEFITS**

Moved by Trustee Norm Poli and supported by Treasurer Laura Ellery-Somers to approve as presented the Resolution to change the Plan Administrator of the Security Benefits retirement plan that is identified as Alpena Township, MI 457 DC Plan, Contract No. 612788000, which is a 457(b) Government Plan, to Clerk Michele Palevich. 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.

## **BS&A – DELINQUENT PERSONAL PROPERTY MODULE**

Moved by Clerk Michele Palevich and supported by Trustee Cash Kroll to authorize the Treasurer to purchase BS&A Delinquent Personal Property.NET software, remote implementation and training and cover the annual service fee in the amount of \$3,765.00 out of line item # 101-253-802.000 data processing (software). 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.

## **BUDGET ADJUSTMENT – EMERGENCY PURCHASE OF LAPTOPS**

Moved by Trust Norm Poli and supported by Trustee Cash Kroll to approve the following budget adjustment to fund the emergency purchase of laptops for the Clerk and Treasurer as follows:

Clerk Dept – Line Item #101-215-728.000 Computer Hardware \$1150.00 Increase

Treasurer Dept. - Line Item #101-253-728.000 Computer Hardware \$1150.00 Increase

Assessing Dept. - Line Item #101-209-703.000 Clerical Salary \$1150.00 Decrease

Building Inspector - Line Item #101-372-703.000 Clerical Salary \$1150.00 Decrease

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.

## **INVERTERS FOR AMBULANCES**

Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich allow Chief Dave Robbins to purchase 1 Vanner 1050W Inverter w/battery charger & IFM1 in the amount of \$1675.31 for the ambulance known as Bravo 1. 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.

## **BID ON SHERIFF'S VEHICLE**

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to allow Chief Dave Robbins to place a sealed bid in the amount of \$2,000.00 on a 2005 Chevrolet Tahoe 2 Wheel Drive 5.3 L White vehicle. Roll call vote was taken. AYES: Clerk Michele Palevich and Trustee Cash Kroll. NAYES: Trustee Matt Dunckel, Trustee Norm Poli, Trustee Steve Lappan, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. Motion failed.

## **NON-EMERGENCY TRANSFER RECOMMENDATION**

Moved by Trustee Norm Poli and supported by Trustee Matt Dunckel to follow the recommendation of Chief Dave Robbins to notify MidMichigan that the Charter Township of Alpena be removed from the call list for BLS non emergent transports for 60 days due to staffing. 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.

## **ALPENA COUNTY ROAD COMMISSION AGREEMENTS**

Moved by Trustee Norm Poli and supported by Treasurer Laura Ellery-Somers to approve the following road projects: Greenwood Street – Gravel Surface \$1,369.00, Walmsley Road – Gravel Surface \$1,643.00, Misery Bay Road – Gravel Trees/Ditching \$15,000.00 and Misery Bay Road – Gravel Trees/Ditching \$15,000.00 for a total of \$33,012.00. 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.

### **CLOSED SESSION**

Water Litigation and to consider a confidential legal opinion from counsel.

Moved by Clerk Michele Palevich and supported by Trustee Norm Poli that the Township Board enter into closed session in order to discuss confidential water litigation with the Township's attorney. Voice Vote. Motion carried by unanimous voice vote.

The board entered closed session at 7:15 p.m.

The board came out of closed session at 7:46 p.m.

### **WATER LITIGATION MOTION**

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to approve recommendation of the Township Attorney made during closed session. 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.

### **PUBLIC COMMENT**

None.

### **DISCUSSION**

Treasurer Laura Ellery-Somers advised the Board that future revenue sharing checks from the state could be reduced as much as 50% due to Covid-19.

Supervisor Nathan Skibbe advised the Township is offering free wi-fi in our parking lot for Alpena Public School students during Covid-19.

**ADJOURNMENT**

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to adjourn. Voice Vote.  
Motion carried unanimously. Meeting adjourned at 7:51 p.m.

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Clerk Michele Palevich

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Supervisor Nathan Skibbe