

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
SEPTEMBER 8, 2020 – 11:00 a.m.  
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Tuesday, September 8, 2020 at 11:00 a.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: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 11:00 a.m., followed by the Pledge of Allegiance.

**ROLL CALL**

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

**AGENDA**

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to approve the agenda as presented with the following addition in Old Business – Update on Contract for New Engine. Voice Vote. Motion carried by unanimous voice vote.

**Trustee Matt Dunckel joined the meeting by teleconference at 11:07 a.m.**

**PUBLIC COMMENT**

None.

**PAYMENT OF BILLS**

Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan 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**

### **AUGUST 24, 2020 (REGULAR)**

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

### **CORRESPONDENCE**

Correspondence included: Federal Energy Regulatory Commission – Hubbard Lake Development, Federal Energy Regulatory Commission- Upper South Development, Federal Energy Regulatory Commission – Hillman Development, Alpena County Road Commission – August 4, 2020 Minutes and Alpena County Road Commission – County Road Report – July 27, 2020 to August 23, 2020 Report. Moved by Trustee Norm Poli and supported by Trustee Cash Kroll to receive and file correspondence. Voice Vote. Motion carried by unanimous voice vote.

### **RFPs - TANKER CONVERSION AND NEW TANKER**

Chief Dave Robbins presented the Board with 3 Request for Proposals (RFPs): Option #1 – Remount of Water Tender (on 2006 Freightliner), Option 2 – Remount of Water Tender (on new Chassis) and Option #3 – Purchase a New Water Tender. Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to publish the 3 RFPs with suggested corrections in Michigan Professional Fire Fighters Union and Michigan Fire Chiefs Publications, on the township website and to have Chief Dave Robbins bulk email to dealers/manufacturers in the State of Michigan. 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.

### **UPDATE ON CONTRACT OF NEW ENGINE**

Chief Dave Robbins requested an update of the signing of the contract for the new engine as cost will increase if not signed by September 30, 2020. Supervisor Nathan Skibbe and Chief Dave Robbins will meet and review/sign the contract.

### **CODE OFFICIAL CONFERENCE OF MICHIGAN**

Building Official Kirk Malcomson requested the following budget adjustment so that he may attend the Code Official Conference of Michigan: Transfer \$500.00 from Transportation and Travel #101-372-860.000 to Schools and Conventions #101-372-830.000. Moved by Trustee Matt Dunckel and supported Treasurer Laura Ellery-Somers to approve the budget adjustment as presented. 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.

## **WATER ASSISTANCE PARTICIPATION AGREEMENT**

Supervisor Nathan Skibbe advised the Board that the Township had opted into the Water Assistance Program. Upon review and requirements and lack of required data, Supervisor Skibbe recommended that we do not pursue this as we don't have the manpower for the small number of consumers it would benefit. This program did not afford any mechanism for administrative costs throughout its three-year period. Catherine Winn of F & V Operations agreed with Supervisor Nathan Skibbe on the complexities of the program. Moved by Trustee Norm Poli and supported by Trustee Cash Kroll to not pursue opting in completely to the Water Assistance Participation Program. 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.

## **BUILDING OFFICIAL**

Building Official Kirk Malcomson presented the Board with his rebuttal to an Employee Warning Form (written warning) from Township Supervisor Nathan Skibbe on August 28, 2020, regarding poor work and performance, insubordination and failure to complete work assignments and requested the Board's consideration to remove the employee warning form from his employee record. After discussion, questions and responses, a motion was made by Trustee Matt Dunckel and supported by Trustee Steve Lappan to receive and file the Building Official Kirk Malcomson's rebuttal and request to remove Employee Warning Form with handouts. The Employee Warning stands. 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.

## **800 MHZ PAGERS**

Chief Dave Robbins presented the Board with an invoice for 14 Unication G-4 Pagers. Motion was made by Trustee Matt Dunckel and supported by Treasurer Laura Ellery-Somers to table the pagers until the Monday, September 28, 2020 meeting. Voice Vote. Motion carried by unanimous voice vote.

## **CLOSED SESSION**

Attorney/Client Privilege – Water Litigation

Moved by Clerk Michele Palevich and supported by Trustee Matt Dunckel that the Township Board enter into closed session in order to discuss confidential written legal opinion. 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.

The board entered closed session at 12:41 p.m.

The board came out of closed session at 1:21 p.m.

**CLOSED SESSION**

Attorney/Client Privilege – Confidential Written Legal Opinion

Moved by Trustee Steve Lappan and supported by Trustee Cash Kroll that the Township Board enter into closed session in order to discuss confidential written legal opinion with the Township’s attorney. 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.

The board entered closed session at 1:22 p.m.

The board came out of closed session at 1:50 p.m.

**Trustee Cash Kroll was excused from the meeting at 1:51 p.m.**

**PUBLIC COMMENT**

None.

**DISCUSSION**

Clerk Michele Palevich provided each board member a copy of the Audit for the year ending March 31, 2020 to review and advised it will be on the next meeting’s agenda.

Treasurer Laura Ellery-Somers advised that we received our state revenue sharing payment in the amount of \$114,508.00.

Supervisor Nathan Skibbe advised that Electronics Recycling Day will be Saturday, September 12, 2020 and that the deadline for receiving funding from Payroll Reimbursement Program (CARES Act) that the Township applied for is September 19, 2020.

**ADJOURNMENT**

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 1:55 p.m.

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Clerk Michele Palevich

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Supervisor Nathan Skibbe