

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA - BOARD OF TRUSTEES
OCTOBER 27, 2025 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, October 27, 2025, at 6:00 p.m. at the Charter Township of Alpena Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Abbi Kaszubowski
Clerk Michele Palevich
Treasurer Laura Ellery-Somers
Trustee Steve Lappan
Trustee Norm Poli
Trustee Cash Kroll
Trustee Russ Rhynard

Absent: None

Others present: Attorney Tim Gulden

Supervisor Abbi Kaszubowski called the meeting to order at 6:00 p.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, Trustee Russ Rhynard and Supervisor Abbi Kaszubowski. Absent: None.

AGENDA

Moved by Trustee Steve Lappan and supported by Treasurer Laura Ellery-Somers to approve the agenda as presented. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

Rachel Smolinski commented on the conditional rezoning request.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – September 22, 2025 (Regular), department reports and the following correspondence: Thunder Bay Island Light House Newsletter- October 2025 and PIE&G – November 2025 Liaison Board Meeting Notice. Moved by Trustee Cash Kroll and supported by Clerk Michele Palevich to approve payment of the bills, to approve minutes and to receive and file department reports and correspondence as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

MAPLE RIDGE TOWNSHIP – FIRE AGREEMENT

Supervisor Abbi Kaszubowski advised that the cost to provide public safety services has not been completed. Treasurer Laura Ellery-Somers informed that as of October 27, 2025 Maple Ridge Township has not been billed for the services. Moved by Supervisor Abbi Kaszubowski and supported by Clerk Michele Palevich to table the Maple Ridge Township Fire Agreement to the November 24, 2025 Board of Trustees meeting. Voice Vote. Motion carried by unanimous voice vote.

WATER TOWER SECURITY

Supervisor Abbi Kaszubowski updated the Township Board on the status of gathering estimates and should have a proposal for the November 24, 2025 Board of Trustees meeting.

AUDIT REPORT 2024-2025 – STRALEY, LAMP & KRAENZLEIN

Chelsea McConnell, auditor from Straley, Lamp & Kraenzlein P.C., presented and reviewed the audit report for the April 1, 2024 to March 31, 2025, fiscal year to the Township Board. Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to receive and file the audit as presented. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

BUDGET ADJUSTMENTS

The Township Board was presented with budget adjustments prepared by Clerk Michele Palevich. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to approve the budget adjustments as presented. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

CHARITABLE GAMING LICENSE RESOLUTION

Supervisor Abbi Kaszubowski presented a Charitable Gaming License Resolution from the Foster Closet of Northern Michigan. Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard to approve the Charitable Gaming License Resolution for the Foster Closet of Northern Michigan as presented. Voice Vote. Motion carried by unanimous voice vote.

BENEFIT RENEWALS

The Township Board was presented with the 2026 Employee Benefit Renewals from Assured Partners. Clerk Michele Palevich informed that there was a 6.9% increase in coverage for dental insurance that is paid 100% by the employee and that there is a 14% increase in the health insurance cost that is paid by the Township. Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to approve the 2026 Employee Benefit Renewals as presented from Assured Partners. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

F&V ENGINEERING – CAPITAL ASSET LIST

F&V Engineering presented a proposal to provide a cost analyses for the development of the water and sewer capital assets. Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to approve the proposed additional professional service, Water and Sewer – Capital Assets Review as presented from F&V Engineering not to exceed \$9,800.00 to be paid from GL #592-537-801.000, Professional & Contractual Services. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

PLANNING COMMISSION CASE – CONDITIONAL REZONING

Attorney Tim Gulden informed the Township Board of the process for a conditional rezoning and that the decision to rezone or not must be based on standards as described in the municipalities zoning ordinance to prevent arbitrary and emotional decisions. The Township Board was presented with an application from Mark Mellinger Jr. requesting 1245 Greenhaven Lane, Alpena, MI (Parcel #012-029-000-799-00) be rezoned from R-1 to a conditional rezone to agricultural. The conditions offered as the conditional rezone included:

1. Limited Agricultural Use – solely fruit trees with no other crops or animals allowed
2. No on-site commercial sales or retail activity without zoning approval
3. Noise and equipment control – only noncommercial equipment, no mechanical sprayers or generators and only noise between 8:00 am and 6:00 pm.
4. Buffers and setbacks – trees to remain 10 feet from the property line
5. Environmental practices – organic or low -impact farming. No synthetic pesticides or herbicides
6. Traffic – no increase in vehicular traffic

The Township Board also received a report from Planning Consultant Richard Deuell, Report #P-02-25-2 Conditional Rezone to AG District prepared by Denise Cline, a letter from Shadd and Rachel Smolinski, a soil report, and sections of the zoning ordinance pertaining to the agriculture and conditional rezoning. The Township Board reviewed the information to determine what was pertinent to the decision on rezoning and reviewed each of the standards.

Standard A: The Township Board discussed whether the rezoning is consistent with the policies and uses proposed for that area in the Township’s Mater Plan. Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich that the conditional rezoning is consistent with the policies and uses proposed for that area in the Township’s Master Plan. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich and Supervisor Abbi Kaszubowski. NAYES: Trustee Steve Lappan. Absent: None. Motion carried.

Standard B: The Township Board discussed whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area. Moved by Trustee Russ Rhynard and supported by Supervisor Abbi Kaszubowski that all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

Standard C: The Township Board discussed whether any public services and facilities would be significantly adversely impacted by a development or use under the requested rezoning. Moved by Clerk

Michele Palevich and supported by Trustee Russ Rhynard that public services and facilities would not be significantly adversely impacted by the requested conditional rezoning. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll and Supervisor Abbi Kaszubowski. NAYES: Trustee Steve Lappan. Absent: None. Motion carried.

Standard D: The Township Board discussed whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land. Moved by Trustee Russ Rhynard and supported by Supervisor Abbi Kaszubowski that the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Abbi Kaszubowski. NAYES: Trustee Cash Kroll. Absent: None. Motion carried.

Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to approve the Conditional Rezoning Request to rezone 1245 Greenhaven Lane, Alpena, MI (Parcel #012-029-000-799-00) to the Agricultural District based on the findings of fact contained in Report #P-02-25-2 with the offered statement of conditions. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Abbi Kaszubowski. NAYES: Trustee Steve Lappan. Absent: None. Motion carried.

Attorney Tim Gulden informed the Township Board that an Ordinance will need to be adopted for the conditional rezone. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to introduce Ordinance 159 – to amend the zoning of 1245 Greenhaven Lane, Alpena, MI (Parcel #012-029-000-799-00) from One-Family Residential (R-1) to Agricultural District (A) with conditions. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

FIRE DEPARTMENT – JAM BESTONE TIRE ESTIMATE & CREDIT APPLICATION

The Township Board was presented with an estimate submitted by Chief Tim Baker for tires for the 2013 Spartan Smeal (E2) and the 1987 Pierce Fire Truck (E3). Moved by Treasurer Laura Ellery-Somers and supported by Trustee Cash Kroll to approve the credit application from Jam BestOne and the purchase of twelve (12) tires from Jam BestOne for the 2013 Spartan Smeal (E2) and the 1987 Pierce Fire Truck (E3) as presented in the amount of \$6,216.64 to be paid from GL #205-336-938.000, Vehicle Maintenance. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

FIRE DEPARTMENT – R&R INC. ENGINE REPAIRS

An Inspection/Estimate Report from R&R Fire Truck Repair Inc. was submitted by Chief Tim Baker for the 2013 Spartan Smeal (E2). Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the repairs to the 2013 Spartan Smeal (E2) in the amount of \$36,075.00 to be paid from GL #205-336-938.000, Vehicle Maintenance. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

BLIGHT

The Ad Hoc Blight Committee, which included Supervisor Abbi Kaszubowski, Trustee Norm Poli and Trustee Russ Rhynard, advised that they had met and discussed funding for blight enforcement. Moved by Trustee Russ Rhynard and supported by Trustee Cash Kroll to direct Township Attorney Tim Gulden to draft a resolution for a millage proposal for blight enforcement to be placed on the August, 2026 ballot. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Treasurer Laura Ellery-Somers and Trustee Cash Kroll. NAYES: Clerk Michele Palevich and Supervisor Abbi Kaszubowski. Absent: None. Motion carried.

PUBLIC COMMENT

Rachel Smolinski commented on a blight millage and the conditional rezone.

Tom Hillberg commented on a blight millage and the conditional rezone.

DISCUSSION

Supervisor Abbi Kaszubowski gave an update on the repairs to the M-32 lights and meeting with Target's Economic Development Coordinator regarding grant opportunities and the water special assessment on US-23 S.

ADJOURNMENT

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to adjourn. Voice Vote. Motion carried unanimously. The meeting was adjourned at 8:16 p.m.

Clerk Michele P. Palevich

Supervisor Abbi Kaszubowski