

CHARTER TOWNSHIP OF ALPENA BOARD OF TRUSTEES

REGULAR MEETING – August 25, 2025 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE ROLL CALL

ADOPTION OF AGENDA

PUBLIC COMMENT (Statements only)

CONSENT AGENDA

a. Payment of Bills

b. Minutes – July 28, 2025 (Regular)

c. Department Reports: Clerk, Treasurer, Supervisor, Building, Fire, Water/Sewer

d. Correspondence:

a. Planning Commission Minutes – June 9, 2025

OLD BUSINESS

NEW BUSINESS

1. Budget Adjustments
2. Water Tower Security
3. Introduction of Proposed Ordinance No. 158 – Fire Code Ordinance Amendment
4. FOPLC – Letter of Agreement Extension
5. C&S Carriers Inc.- Invoice
6. 2025 L-4029
7. 1010 Quote - Computers
8. Fire Department – R&R Invoice
9. Fire Department – Overhead Door Company Proposal
10. Fire Department – Alpena Glass Company Inc. Quote

PUBLIC COMMENT

DISCUSSION

ADJOURNMENT

Zoom Meeting

1-646-558-8656

<https://us06web.zoom.us/j/85044940162?pwd=cqfUbQSrfb3vpS7AQack1gDzXvPhoq.1>

Meeting ID: 850 4494 0162

Passcode: 082525

A. Kaszubowski
M. Palevich
L. Ellery-Somers
C. Kroll
S. Lappan
N. Poli
R. Rhynard

T. Gulden

Alpena News
WHSB
WATZ
WBKB - TV

Recorded meetings will be available within 7 days of the meeting at: [Charter Township of Alpena - YouTube](#)

PUBLIC MEETING PARTICIPATION RULES

1. Please wait for the Supervisor to acknowledge you before you speak.
2. Begin by clearly stating your name for the record.
3. Give us your comments or opinions on the issue being discussed.
4. To ensure that everyone has time to speak and that we can address other items on the agenda, we may limit an individual's speaking time to 3 minutes. If time permits, we may allow you one additional time period to provide new information.
5. Please be respectful of the board, speakers, and your neighbors.

Again, thank you for attending.

Abbi Kaszubowski
Supervisor

08/18/2025 04:21 PM

User: HIMESR

DB: ALPENA TWP

CHECK DISBURSEMENT REPORT FOR TOWNSHIP OF ALPENA

CHECK DATE FROM 07/22/2025 - 08/15/2025

Banks: Banks: Multiple

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/30/2025	GFUND	12021	ALPENA COUNTY TREASURER	PROPERTY TAX ADMIN FEE	447.000	000	5.27
07/30/2025	GFUND	12022	ALPENA COUNTY TREASURER	PROPERTY TAX ADMIN FEE	447.000	000	7.65
07/30/2025	GFUND	12023	ALPENA COUNTY TREASURER	PROPERTY TAX ADMIN FEE	447.000	000	3.90
07/30/2025	GFUND	12024	ALPENA COUNTY TREASURER	PROPERTY TAX ADMIN FEE	447.000	000	1.38
07/30/2025	GFUND	12025*#	ALPENA POWER COMPANY	STREET LIGHTING	920.010	265	141.45
07/30/2025	GFUND	12027*#	BAUER, FLORIP & WOJDA PLC	LEGAL - DEPT. PORTION	803.000	101	(2,020.00)
				LEGAL - DEPT. PORTION	803.000	171	2,150.00
				LEGAL - DEPT. PORTION	803.000	215	(50.00)
				LEGAL - DEPT. PORTION	803.000	253	600.00
				LEGAL - DEPT. PORTION	803.000	371	500.00
				LEGAL	803.000	701	150.00
				CHECK GFUND 12027 TOTAL FOR FUND 101:			<u>1,330.00</u>
07/30/2025	GFUND	12029*#	BS & A SOFTWARE	DATA PROCESSING (SOFTWARE)	956.000	253	1,029.00
				DATA PROCESSING (SOFTWARE)	956.000	257	4,911.00
				CHECK GFUND 12029 TOTAL FOR FUND 101:			<u>5,940.00</u>
07/30/2025	GFUND	12031#	CHARTER COMMUNICATIONS	IT/INTERNET - DEPT. PORTION	921.000	171	43.33
				TELEPHONE - LANDLINE DEPT. PORTION	923.010	171	100.00
				IT/INTERNET - DEPT. PORTION	921.000	215	43.33
				TELEPHONE-LANDLINE DEPT. PORTION	923.000	215	100.00
				IT/INTERNET - DEPT. PORTION	921.000	253	43.33
				TELEPHONE- LANDLINE DEPT. PORTION	923.000	253	100.00
				IT/INTERNET - DEPT. PORTION	921.000	257	43.33
				TELEPHONE- LANDLINE DEPT. PORTION	923.000	257	100.00
				IT/INTERNET - DEPT. PORTION	921.000	262	43.34
				IT/INTERNET - DEPT. PORTION	921.000	371	43.33
				TELEPHONE LANDLINE-DEPT. PORTION	923.010	371	100.00
				CHECK GFUND 12031 TOTAL FOR FUND 101:			<u>759.99</u>
07/30/2025	GFUND	12032	CHARTER TOWNSHIP OF ALPENA	WATER & SEWER USAGE	929.010	265	76.42

Banks: Banks: Multiple

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/30/2025	GFUND	12034	COLUMN SOFTWARE PBC	PRINTING, PUBLISHING & ADVERTISING	900.000	701	63.42
07/30/2025	GFUND	12035	EAGLE SUPPLY COMPANY	JANITORIAL SERVICES	827.000	265	1,200.00
07/30/2025	GFUND	12040*#	STAPLES	OFFICE SUPPLIES	729.000	171	21.44
				OFFICE SUPPLIES	729.000	215	21.44
				OFFICE SUPPLIES	729.000	253	21.44
				OFFICE SUPPLIES	729.000	262	21.44
				OFFICE SUPPLIES	729.000	371	21.44
				CHECK GFUND 12040 TOTAL FOR FUND 101:			107.20
07/30/2025	GFUND	12041*#	UHS PREMIUM BILLING - UNITED	HEALTH INSURANCE PREMIUM (BCBS)/UHC	716.010	215	32.31
				HEALTH INSURANCE PREMIUM (BCBS)/UHC	716.010	253	32.31
				HEALTH INSURANCE PREMIUM (BCBS)/UHC	716.000	371	30.89
				CHECK GFUND 12041 TOTAL FOR FUND 101:			95.51
07/30/2025	GFUND	12042*#	US BANK EQUIPMENT FINANCE	COPIES	727.020	171	34.07
				COPIES	727.020	215	34.07
				COPIES	727.010	253	34.07
				COPIES	727.000	262	34.07
				COPIES	727.000	371	34.07
				COPIES	727.000	701	34.07
				CHECK GFUND 12042 TOTAL FOR FUND 101:			204.42
08/05/2025	GFUND	12052*#	1010 TECHNOLOGY CENTER, INC	IT/INTERNET - DEPT. PORTION	921.000	171	3.00
				IT/INTERNET - DEPT. PORTION	921.000	215	6.00
				IT/INTERNET - DEPT. PORTION	921.000	253	71.25
				IT/INTERNET - DEPT. PORTION	921.000	253	6.00
				IT/INTERNET - DEPT. PORTION	921.000	371	3.00
				CHECK GFUND 12052 TOTAL FOR FUND 101:			89.25
08/05/2025	GFUND	12053*#	ALPENA POWER COMPANY	STREET LIGHTING	920.010	265	18.22
08/05/2025	GFUND	12054	BERG ASSESSING & CONSULTING, INC.	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	257	10,000.00

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Fund: 101 GENERAL FUND							
08/05/2025	GFUND	12057	COLUMN SOFTWARE PBC	PRINTING/PUBLISHING/ADVERTISING	900.000	101	63.42
08/05/2025	GFUND	12059	LIQUID CALCIUM CHLORIDE SALES,	NORTH POINTE SHORES ROAD ASSMT	820.000	602	5,260.87
08/05/2025	GFUND	12060	MCCARDEL WATER CON.	WATER & SEWER USAGE	929.010	265	54.00
08/05/2025	GFUND	12062*#	PNC BANK	TRANSPORTATION & TRAVEL	861.000	171	98.79
				TRANSPORTATION & TRAVEL	861.000	171	(5.25)
				DATA PROCESSING (SOFTWARE)	956.000	171	30.00
				DATA PROCESSING (SOFTWARE)	956.000	215	48.76
				DATA PROCESSING (SOFTWARE)	956.000	215	30.00
				DATA PROCESSING (SOFTWARE)	956.000	253	30.00
				COMPUTER (HARDWARE)	728.000	371	119.00
				DATA PROCESSING (SOFTWARE)	956.000	371	30.00
				CHECK GFUND 12062 TOTAL FOR FUND 101:			381.30
08/05/2025	GFUND	12063	PRESQUE ISLE ELECTRIC & GAS CO	STREET LIGHTING	920.010	265	12.50
08/06/2025	GFUND	12065	ALPENA COUNTY TREASURER	PROPERTY TAX ADMIN FEE	447.000	000	24.75
08/06/2025	GFUND	12066	ALPENA COUNTY TREASURER	PROPERTY TAX REAL-TWP OPERATING	402.000	000	109.74
08/06/2025	GFUND	12067	ALPENA COUNTY TREASURER	INTEREST EARNED	665.000	000	0.60
08/06/2025	GFUND	12069	ANDREW ROZNOWSKI	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	372	3,929.60
08/06/2025	GFUND	12070#	BRUCE TILLINGER	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	384	3,576.00
				PROFESSIONAL & CONTRACTUAL SERVICES	801.000	386	974.40
				CHECK GFUND 12070 TOTAL FOR FUND 101:			4,550.40
08/06/2025	GFUND	12071	EAGLE SUPPLY COMPANY	JANITORIAL SERVICES	827.000	265	440.00
08/06/2025	GFUND	12072	FAHEY, SCHULTZ, BURZYCH,	LEGAL - DEPT. PORTION	803.000	171	619.50
08/06/2025	GFUND	12075	PAULY CONSTRUCTION LLC	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	371	5,421.79
08/06/2025	GFUND	12076	PAULY CONSTRUCTION LLC	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	371	5,000.00
08/06/2025	GFUND	57(E)*#	QUADIENT FINANCE USA, INC.	POSTAGE	729.030	215	0.69

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				POSTAGE	729.030	253	68.45
				POSTAGE	729.030	257	2.12
				POSTAGE	729.030	262	107.36
				POSTAGE	729.030	371	19.24
				CHECK GFUND 57(E) TOTAL FOR FUND 101:			197.86
08/13/2025	GFUND	12078*#	CONTINENTAL LINEN SERVICE	JANITORIAL SUPPLIES	827.010	265	65.11
08/13/2025	GFUND	12080	DTE ENERGY	HEAT	924.000	265	67.49
08/13/2025	GFUND	12084*#	GFL ENVIRONMENTAL	REFUSE	922.000	265	152.50
08/13/2025	GFUND	59(E)	QUADIENT LEASING USA, INC.	PRINCIPAL PAYMENTS LEASE	991.000	253	477.09
				INTEREST PAYMENTS LEASE	993.000	253	388.92
				CHECK GFUND 59(E) TOTAL FOR FUND 101:			866.01
				Total for fund 101 GENERAL FUND			47,261.52
Fund: 205 PUBLIC SAFETY FUND							
07/30/2025	GFUND	12026	ALPENA POWER COMPANY	ELECTRICITY/ALPENA TOWNSHIP OFFICE	920.010	336	254.70
07/30/2025	GFUND	12027*#	BAUER, FLORIP & WOJDA PLC	LEGAL	803.000	336	50.00
07/30/2025	GFUND	12033	CHARTER TOWNSHIP OF ALPENA	WATER & SEWER USAGE	929.010	336	60.91
07/30/2025	GFUND	12038	R&R FIRE TRUCK REPAIR	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	336	797.49
07/30/2025	GFUND	12039	R&R FIRE TRUCK REPAIR	VEHICLE MAINTENANCE	938.000	336	1,602.77
07/30/2025	GFUND	12040*#	STAPLES	OFFICE SUPPLIES	729.010	336	21.44
07/30/2025	GFUND	12041*#	UHS PREMIUM BILLING - UNITED	HEALTH INSURANCE PREMIUM (BCBS)/UHC	716.010	336	296.36
07/30/2025	GFUND	12042*#	US BANK EQUIPMENT FINANCE	COPIES	727.010	336	34.06
08/05/2025	GFUND	12051	1010 TECHNOLOGY CENTER, INC	IT/INTERNET - DEPT. PORTION	921.000	336	23.75

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Fund: 205 PUBLIC SAFETY FUND							
08/05/2025	GFUND	12052*#	1010 TECHNOLOGY CENTER, INC	IT/INTERNET - DEPT. PORTION	921.000	336	33.00
08/05/2025	GFUND	12058	FORD PRO	PROFESSIONAL & CONTRACTUAL SERVICES	801.000	336	240.00
08/05/2025	GFUND	12061	OVERHEAD DOOR CO. OF ALPENA	MAINTENANCE & REPAIR-BUILDING	931.000	336	388.44
08/05/2025	GFUND	12062*#	PNC BANK	GAS & OIL (EMS/911)	860.020	336	85.20
				DATA PROCESSING (SOFTWARE)	956.010	336	24.38
				FIRE/EMS TRAINING	969.020	336	749.00
				EQUIPMENT	974.000	336	50.00
				CHECK GFUND 12062 TOTAL FOR FUND 205:			908.58
08/06/2025	GFUND	12068	ALPENA COUNTY TREASURER	FIRE DEPARTMENT MILLAGE	402.000	000	162.44
08/06/2025	GFUND	12073	FITZPATRICK'S HARDWARE	EQUIPMENT	974.000	336	3,437.94
08/06/2025	GFUND	12074	MACQUEEN EMERGENCY	EQUIPMENT	974.000	336	9,975.50
08/06/2025	GFUND	58(E)	WEX BANK	GAS & OIL (EMS/911)	860.020	336	685.62
08/13/2025	GFUND	12077*#	1010 TECHNOLOGY CENTER, INC	IT/INTERNET - DEPT. PORTION	921.000	336	53.90
08/13/2025	GFUND	12078*#	CONTINENTAL LINEN SERVICE	JANITORIAL SUPPLIES	827.000	336	19.28
08/13/2025	GFUND	12079	DTE ENERGY	HEAT/ALPENA TOWNSHIP OFFICES	924.000	336	53.24
08/13/2025	GFUND	12083	DTE ENERGY	HEAT/ALPENA TOWNSHIP OFFICES	924.000	336	59.07
08/13/2025	GFUND	12084*#	GFL ENVIRONMENTAL	REFUSE	922.000	336	32.33
08/13/2025	GFUND	12085	OVERHEAD DOOR CO. OF ALPENA	MAINTENANCE & REPAIR-BUILDING	931.000	336	412.68
Total for fund 205 PUBLIC SAFETY FUND							19,603.50
Fund: 592 WATER & SEWER FUND							
07/30/2025	GFUND	12025*#	ALPENA POWER COMPANY	UTILITIES/ SYSTEM	929.000	537	1,924.68
07/30/2025	GFUND	12027*#	BAUER, FLORIP & WOJDA PLC	LEGAL	803.000	537	1,380.00

Banks: Banks: Multiple

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
07/30/2025	GFUND	12028	BESSER-BAKER (HOUSE)	IC-01	202.000	000	16.52
				SC-01	202.000	000	16.52
				CHECK GFUND 12028 TOTAL FOR FUND 592:			33.04
07/30/2025	GFUND	12029*#	BS & A SOFTWARE	DATA PROCESSING (SOFTWARE)	956.000	537	1,330.00
07/30/2025	GFUND	12030	C & S CARRIERS, INC.	GROUNDS MAINTENANCE & REPAIR	932.000	537	322.77
07/30/2025	GFUND	12036	KOUKI CAMERON	WA-01	202.000	000	16.91
				SE-01	202.000	000	16.57
				SC-01	202.000	000	1.18
				CHECK GFUND 12036 TOTAL FOR FUND 592:			34.66
07/30/2025	GFUND	12037	MACARTHUR CONSTRUCTION	MAINTENANCE ON SYSTEM	931.000	537	82,000.00
07/30/2025	GFUND	12040*#	STAPLES	OFFICE SUPPLIES	729.010	537	21.44
07/30/2025	GFUND	12042*#	US BANK EQUIPMENT FINANCE	COPIES	727.000	537	34.06
08/05/2025	GFUND	12052*#	1010 TECHNOLOGY CENTER, INC	IT/INTERNET - DEPT. PORTION	921.000	537	3.00
08/05/2025	GFUND	12053*#	ALPENA POWER COMPANY	UTILITIES/ SYSTEM	929.000	537	108.99
08/05/2025	GFUND	12055	BLARNEY CASTLE	IC-01	202.000	000	207.38
08/05/2025	GFUND	12056	BLARNEY CASTLE OIL CO	IC-01	202.000	000	256.16
08/05/2025	GFUND	12062*#	PNC BANK	OFFICE SUPPLIES	729.010	537	76.90
				OFFICE SUPPLIES	729.010	537	(86.96)
				CHECK GFUND 12062 TOTAL FOR FUND 592:			(10.06)
08/06/2025	GFUND	57(E)*#	QUADIENT FINANCE USA, INC.	POSTAGE	729.030	537	995.14
08/13/2025	GFUND	12077*#	1010 TECHNOLOGY CENTER, INC	IT/INTERNET - DEPT. PORTION	921.000	537	53.90

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER & SEWER FUND							
08/13/2025	GFUND	12078*#	CONTINENTAL LINEN SERVICE	JANITORIAL SUPPLIES	827.000	537	21.68
08/13/2025	GFUND	12081	DTE ENERGY	UTILITIES/ SYSTEM	929.000	537	53.06
08/13/2025	GFUND	12082	DTE ENERGY	UTILITIES/ SYSTEM	929.000	537	59.07
08/13/2025	GFUND	12086	ZP 2355 LLC	WA-01	202.000	000	103.16
				SE-01	202.000	000	101.04
				SC-01	202.000	000	7.18
				CHECK GFUND 12086 TOTAL FOR FUND 592:			211.38
08/13/2025	GFUND	12087	ZP 2380 LLC	WA-01	202.000	000	162.67
				SE-01	202.000	000	159.34
				SC-01	202.000	000	11.32
				CHECK GFUND 12087 TOTAL FOR FUND 592:			333.33
08/13/2025	GFUND	12088	ZP 2380 LLC	WA-01	202.000	000	269.80
				SE-01	202.000	000	264.27
				SC-01	202.000	000	18.77
				CHECK GFUND 12088 TOTAL FOR FUND 592:			552.84
08/13/2025	GFUND	12089	ZP 2380 LLC	WA-01	202.000	000	58.21
08/13/2025	GFUND	12090	ZP 2380, LLC	WA-01	202.000	000	2.45
				IC-01	202.000	000	0.25
				CHECK GFUND 12090 TOTAL FOR FUND 592:			2.70
08/13/2025	GFUND	12091	ZP 3020 LLC	WA-01	202.000	000	126.97
				SE-01	202.000	000	124.36
				SC-01	202.000	000	8.83
				CHECK GFUND 12091 TOTAL FOR FUND 592:			260.16
				Total for fund 592 WATER & SEWER FUND			90,247.59

Fund: 703 TAX COLLECTION FUND

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Banks: Banks: Multiple

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 TAX COLLECTION FUND							
07/28/2025	TAXC	5082	CUTHRELL MARVIN E OR PHYLLIS E	DUE TO TAXPAYERS OVR PMT	202.110	000	150.73
07/30/2025	TAXC	5083	NORTHLAND AREA FEDERAL CREDIT	DUE TO TAXPAYERS OVR PMT	202.110	000	686.51
08/12/2025	TAXC	5084	ALPENA COUNTY TREASURER	DUE TO ALPENA COUNTY OPERATING	222.000	000	276,318.37
				DUE TO ALPENA COUNTY-SET	222.063	000	347,055.19
				CHECK TAXC 5084 TOTAL FOR FUND 703:			<u>623,373.56</u>
08/12/2025	TAXC	5085	CHARTER TOWNSHIP OF ALPENA	DUE TO ALPENA TOWNSHIP-ADMIN FEE	202.050	000	6,234.00
08/12/2025	TAXC	5086	CHARTER TOWNSHIP OF ALPENA	DUE TO N. POINTE SHORES SPECIAL ASMT	202.090	000	6,000.00
08/12/2025	TAXC	5087	STATE OF MICHIGAN	DUE TO STATE OF MI QUALIFIED FOREST	228.010	000	479.04
				Total for fund 703 TAX COLLECTION FUND			636,923.84
			TOTAL - ALL FUNDS				794,036.45

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA - BOARD OF TRUSTEES
July 28, 2025 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, July 28, 2025, at 6:02 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 Russ Rhynard
Trustee Steve Lappan
Trustee Norm Poli
Trustee Cash Kroll

Absent: None

Others present: Attorney Tim Gulden

Supervisor Abbi Kaszubowski called the meeting to order at 6:02 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 Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to approve the agenda as presented with the addition of New Business 8. Fire Department – First Due and deleting the closed session. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

Susan Skibbe commented on Thunder Bay Island, the Bureau of Land Management and a water refund check.

Bonnie Altman commented on cooperation between the City of Alpena and Charter Township of Alpena on projects that affect both City and Township residents.

CONSENT AGENDA

Consent Agenda included: Payment of Bills, Minutes – June 23, 2025 (Regular), department reports and the following correspondence: Thunder Bay Island Newsletter, 1010 Technology – New Rate and Bureau of Land Management – Thunder Bay Island. Moved by Trustee Steve Lappan and supported by Trustee Russ Rhynard 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.

EMPLOYEE COMPENSATION COMMITTEE – APPOINTMENT

Supervisor Abbi Kaszubowski recommended Helen Somers to a 4-year term to the Employee Compensation Committee. Moved by Supervisor Abbi Kaszubowski and supported by Trustee Cash Kroll to approve Helen Somers appointment to a 4-year term as a member of the Employee Compensation Committee. Roll call vote was taken. Voice Vote. Motion carried by unanimous voice vote.

MICHIGAN TOWNSHIP ASSOCIATION – MEMBERSHIP DUES

The Township Board was presented with an invoice for membership to the Michigan Township Association at a cost of \$7,537.54 annually. Moved by Treasurer Laura Ellery-Somers and supported by Trustee Russ Rhynard not to be a member of the Michigan Township Association. Roll call vote was taken. AYES: Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Steve Lappan, Clerk Michele Palevich and Treasurer Laura Ellery-Somers. NAYES: Trustee Norm Poli and Supervisor Abbi Kaszubowski. Absent: None. Motion carried.

PROPERTY & CASUALTY INSURANCE RENEWAL

The Township Board was presented with renewals for the Township's property & casualty and workers compensation insurance by Quinton Meek of Assured Partners. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the property & casualty insurance and workers compensation renewal at an annual premium of \$96,827.00 as presented with Assured Partners. 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.

SERVPRO – PROPOSAL

Clerk Michele Palevich presented the Township Board with a proposal to clean the carpets at the Township's offices and chairs in the boardroom. Moved by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers to approve the proposal from Servpro in the amount of \$1,388.70 to be paid from GL #101-265-827.000, Janitorial Services. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Abbi Kaszubowski. NAYES: None. Absent: None. Motion carried unanimously.

BUILDING DEPARTMENT – LAPTOP QUOTE

The Township Board presented a quote for (2) laptops for the building official and electrical inspector. Building Official Kevin Pauly recommended approval of the quote. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the quote from 1010 Technology Center, Inc. in the amount of \$3,115.40 for (2) laptops and not to exceed an additional \$380.00 for setup labor to be paid from GL #101-371-728.000, Computer (Hardware) and make the following budget adjustment of \$2,700.00 to increase GL #101-371-728.000, Computer (Hardware) and decrease GL #101-262-730.000, Operating Supplies. 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.

BI-PATH – OMEGA QUOTE

Supervisor Abbi Kaszubowski presented the Township Board with an estimate from Omega Electric & Sign Company Inc. for (4) new light fixtures on M-32. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the estimate as presented in the amount of \$1,760.00 to be paid from GL #101-265-930.000, Bi-Path Maintenance. 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.

LIAISON OFFICER AGREEMENT

Supervisor Abbi Kaszubowski presented the Township Board with an updated Agreement Regarding School Liaison Officer for Thunder Bay Junior High School. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve the Agreement Regarding School Liaison Officer for an annual cost of \$60,895.00 effective July 1, 2025, as presented. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Abbi Kaszubowski. NAYES: Trustee Russ Rhynard and Trustee Norm Poli. Absent: None. Motion carried.

ASSET DISPOSAL LIST

Clerk Michele Palevich presented the Township Board with an Asset Disposal List for expired turnout gear and shoes. Moved by Treasurer Laura Ellery-Somers and supported by Supervisor Kaszubowski to approve the Asset Disposal List as presented. Voice Vote. Motion carried by unanimous voice vote.

FIRE DEPARTMENT – R & R INVOICE

Fire Chief Tim Baker presented the Board with an invoice for repairs to the 2013 Spartan/Smeal Engine (E2). Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to pay the R & R Fire Truck Repair Inc. invoice in the amount of \$1,602.77 from GL #205-336-938.000, Vehicle Maintenance, 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.

FIRE DEPARTMENT – FIRST DUE

Fire Chief Tim Baker presented the Board with an agreement invoice for a 1-year subscription to First Due that includes reporting, AI documentation, scheduling, personnel management, training records, events and activities and assets and inventory. Moved by Treasurer Laura Ellery-Somers and supported by Clerk Michele Palevich to approve the Agreement for Services with Locality Media, Inc. dba First Due in the amount of \$8,950.00 to be paid from GL #205-336-956.010, Data Processing (Software). Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, NAYES: Trustee Norm Poli and Supervisor Abbi Kaszubowski. Absent: None. Motion carried.

PUBLIC COMMENT

None.

DISCUSSION

Trustee Steve Lappan informed that as members of Target the Township is eligible for grant writing assistance.

Trustee Russ Rhynard inquired about the status of security cameras at the water towers.

Supervisor Abbi Kaszubowski thanked Lt. Scott Waterson for fixing the front steps.

Treasurer Laura Ellery-Somers inquired about the status of hiring a maintenance person.

ADJOURNMENT

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to adjourn. Voice Vote. Motion carried unanimously. The meeting was adjourned at 7:39 p.m.

Clerk Michele P. Palevich

Supervisor Abbi Kaszubowski

CLERK'S REPORT FOR JUNE 2025

1 FOIA Requests

Submitted a grant request for \$10,000.00 for ADA compliance from MAMC

Board of Trustees – regular and special meeting – agendas and minutes

Elections: Quality Voter File (QVF) maintained
Voter registrations

Election Training

Webinar for FEMA

IAFF Negotiations

FEMA – Ice Storm Application Briefing Webinar

Planning Commission Meeting

Monthly Meeting Minutes Posting

Personnel Committee Meetings including IAFF negotiations

Budget Adjustments

Back up for Building Department Administrative Assistant

Employee Navigator Administration

Time Clock Plus Oversight

Answer/direct fall through phone calls

Order Office Supplies

Forward Assessing Department Mail to Berg Assessing

Maintain Ordinance Book & Resolutions

Processed Bi-weekly and monthly Payrolls including payroll reports/payments

Approved ACH water/sewer payments

Accounts payable (entering, journalizing, attaching invoices, printing warrants in BS & A & uploading to Huntington)

Upload meetings to Youtube

Maintain website

Charter Township of Alpena Treasurer's Report July 2025

Board Meeting August 25, 2025

Treasurer to Treasurer MMTA
Audit
Fiscally Ready Communities Webinar
Follow up on uncashed checks
Collect Water/Sewer payments
Assessing PRE & Veterans adjustments & corrected bills due to denials
Assessing Board of Review changes
Tax Collection Distribution
Bank Reconciliations
Huntington Bank Investments Reconciliations
BS&A updates
ACH water/sewer payments
SIGMA Payments
Point & Pay Payments
Accounts Payable
Payroll approval
Disburse township Checks
PNC Credit Card Rewards
Board Meeting-monthly
Deposit township revenues in
Timesheet/PTO approval
Quarterly billing for DPP/BLL
Collect delinquent personal property tax
Collect mobile home specific tax
Banking/Deposits
Online payment approvals
Payment of the Bills (included with agenda packet correspondence)

*Financial reports emailed to board members

- 1) Revenue/Expenditure Report
- 2) Check Register
- 3) Cash Summary Report
- 4) Water/Sewer History Register report

Supervisor's Report July 2025

7/1- Meet with Thunder Bay Electric for generator quotes

Meeting with Thunder Bay Island Preservation Society regarding conveyance of northern portion of island.

7/2- Meeting with constituent regarding PRE paperwork

7/9- Blight site visits

7/10- Discussion with city regarding w/ww

7/15- Meeting with Huron Pines

7/16- Meeting with county

7/17- NMMMA meeting

Phone conference with BSA regarding water billing error

7/21- Board of Review

7/22- Phone conference regarding capital assets

7/23- Blight site visits

7/28- Grand Opening of Hampton Inn

Board of Trustees meeting

7/30- Meeting with city regarding w/ww

Zoning inquiries- 18

Blight inquiries- 9

Assessing inquiries- 3

Misc building/water/roads etc inquiries- 6

Monthly Permit Comparison Report

	July 2024		July 2025	
Record Type	#	Revenue	#	Revenue
Building	43	\$ 60,961.00	43	\$ 11,903.00
Plan Reviews	-	-	2	\$ 7,229.00
Electrical	19	\$ 4,827.00	27	\$ 4,912.00
Mechanical	25	\$ 5,836.00	23	\$ 4,470.00
Plumbing	11	\$ 2,848.00	7	\$ 1,218.00
TOTALS	98	\$ 74,472.00	102	\$ 29,732.00

GAIN and/or LOSS			4	\$ (44,740.00)
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YTD Permit Comparison Report

YTD 2024		YTD 2025	
#	Revenue	#	Revenue
197	\$ 111,319.00	200	\$ 76,649.00
-	-	12	\$ 10,424.00
106	\$ 22,515.00	155	\$ 30,087.00
143	\$ 30,318.00	166	\$ 32,984.00
54	\$ 10,859.00	43	\$ 9,290.00
500	\$ 175,011.00	576	\$ 159,434.00

		76	\$ (15,577.00)
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MONTHLY UPDATE TO THE BOARD

TO: ALPENA TOWNSHIP BOARD
FROM: TIM BAKER, FIRE CHIEF
SUBJECT: MONTHLY ATFD REPORT FOR JUNE/JULY, 2025
DATE: AUGUST 18, 2025

During the month of July, the ATFD responded to a total of 125 calls for service. There were 107 calls in July of 2024. This is an 16.8% increase in calls. This brings the yearly total increase to 24.2%. This continues a notable rise in calls from 761 in 2024 to 945 in 2025.

Since January incident responses are trending with more responses during the hours of 0700-1700hrs, Monday-Friday (399). From 1700-0700hrs Monday-Friday there were 353 calls. Saturday and Sundays calls from 0800-2000hrs were 173 and 83 responses from 2000-0800hrs.

Also, data shows that from January 1 – August 17, 2025 of 1,016 responses, there were 341 incidents or 33.6% that had only one responder. The highest percentage of single-responder calls happened on weekend nights (49%) with the lowest occurring on weekend days (23%). This is showing that across all calls nearly 1 in every 3 incidents there is only one responder.

Efforts continue to recruit new members with three trained Firefighters in the application process. There are at least 4 others that have no training that are interested in joining. Once the process is completed with those that have training, efforts will be moved to those that do not have training.

Significant Incidents:

- 7/4/2025 – Medical US 23 South. Crews responded to person choking on food. On arrival patient was found to be unresponsive and not breathing. With assistance from City of Alpena, ATFD crews were able to remove the item that was causing the blocked airway and the patient regained consciousness and was breathing on their own. Due to these efforts, Lt. Chris Stephens and Firefighter Ed Hoskinson were recognized with Lifesaving citations.
- 7/29/2025 – Accident (Meyers Rd) – Crews responded to report of vehicle that struck a house. Upon arrival, law enforcement on scene with one vehicle that struck the side of a house at the end of the road. Two occupants were in the vehicle with minor injuries. Crews worked with law enforcement and City of Alpena members in removing occupants and completing evaluations for injuries. One occupant was transported to the hospital. Crews assessed the home for stability and noted that the home was structurally sound, yet sustained significant damage. Home owner was contacted and advised to have a building inspector do an evaluation.

Training Activities:

Total cumulative training hours for the year is 649 hours for the department. Currently the training task books are being evaluated on status. Also, Duty crews participated in Lock Out/Tag Out training held at Alpena City Fire that was sponsored by Alpena Community College.

Station, Apparatus, Equipment Updates:

- North and South Stations had overhead door spring break. Each costing over \$400.
- Southside Stations front glass door was shattered by possible rock strike from vehicle or mowing. Waiting on quote.

Respectfully Submitted,

Fire Chief Tim Baker



Charter Township of Alpena Fire Department

Run Totals

July 2025

Column1	July-24	YTD 2024	25-Jul	YTD 2025
Total MEDICAL	59	532	77	603
Totals Service Call	14	85	26	158
Total Fire Calls	0	7	0	16
Total False Alarm	14	38	11	40
Total PI Accidents	6	24	4	37
Total PI Extrication	0	2	0	0
Total Vehicle Fires	2	5	1	9
Total Vegetation fires	1	6	0	6
Total Other Calls	2	5	1	6
Total Other Rescue	0	3	0	1
Total Hazardous Conditions	3	33	2	42
Total Automatic Aid	0	0	0	0
Total Mutual Aid	3	8	3	23
Total Maple Ridge Calls	1	13	0	4
Total for Month	107	761	125	945
Total Training	2	17	2	19

Total Cumulative training hours – 649 for the year



August 19, 2025

Ms. Abbi Kaszubowski
4385 US-23 North
Alpena, MI 49707

SUBJECT: Charter Township of Alpena Operations Report for July 2025

Dear Ms. Kaszubowski:

FVOP is pleased to submit a summary of our operations in the Charter Township of Alpena for July 2025. If you have any questions or comments regarding the information in this report, please feel free to contact us.

Sincerely,

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.

A handwritten signature in blue ink that reads 'Catherine A. Winn'.

Catherine A. Winn
Regional Manager | Associate

A handwritten signature in blue ink that reads 'Nathan J. Lytle'.

Nathan J. Lytle
Distribution Foreman

Enclosures:

- Operations & Maintenance Summary
- Work Order Totals
- Maintenance Cap Expenditures
- Distribution System Monitoring

2960 Lucerne Drive SE, Suite 100
Grand Rapids, MI 49546
P: 616.588.2900
F: 616.977.1005
www.fv-operations.com

Submitted to

Charter Township of



Operating Report for
July 2025



2960 Lucerne Dr., SE Grand Rapids, MI 49546

EXECUTIVE SUMMARY

The July 2025 operation and maintenance summary report for the Alpena Township water and wastewater systems is provided for your review. All required monitoring was performed in the water system for this period. A copy of the distribution system Monthly Operating Report (MOR) is provided for the Board's review in Attachment C.

Maintenance Allowance expenditures for the contract year September 2024 – August 2025 total \$121,891.33. A copy of the Maintenance Allowance report is included in Attachment B.

A tabulation of all water and sewer Work Orders completed through July 2025 is provided in Attachment A.

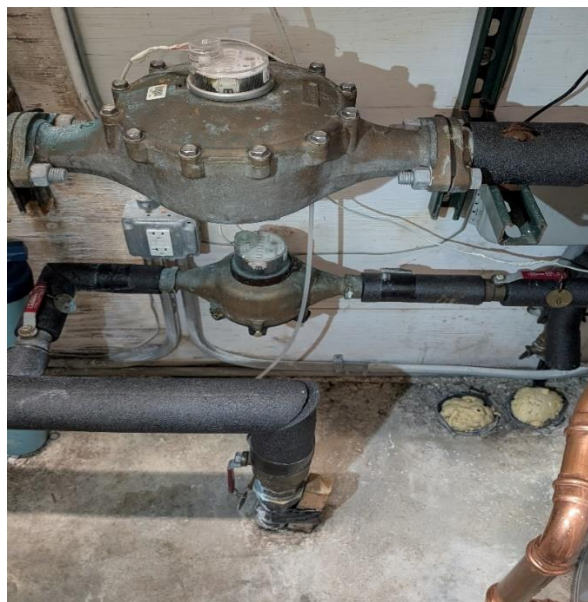
OPERATIONAL HIGHLIGHTS

July 7 – FVOP staff worked with MacArthur Construction to replace a leaking water service line at 901 Cowper Street.

July 9 – FVOP staff were called out to 1220 Pebble Street for a wet spot located near the curb-box. Staff found the service line had a small leak. Staff scheduled the service line to be replaced.

July 15 – FVOP staff worked with Bedrock Construction to replace a leaking water service line at 1220 Pebble Street.

July 15 – FVOP staff worked on marking out all water and sewer services on Werth Road and Piper Road for Miller Pipeline. Miller Pipeline was installing a new gas main through the area.



Water meters at Alpena Resorts Hotel

July 20 – FVOP staff were called out for water and sand in a ditch on Genschaw Road. Staff found that the service line for 2384 Genschaw Road was leaking. Replacement was scheduled for the next working day.

July 21 – FVOP staff worked with MacArthur Construction to replace a leaking water service line at 2384 Genschaw Road.

July 24 – FVOP staff found that Pump #2 at the Crittenden Court Lift Station was plugged and needed to be pulled.

July 28 – FVOP staff pulled pump #2 at Crittenden Court Lift Station. During the process of removing the pump the chain broke on the pump and an emergency confined space entry was performed to install a new chain.

July 28 - FVOP staff worked with additional FVOP staff from the Huron Shores project to complete the confined space entry. The pump was then pulled, cleaned and returned to service.

July 29 – FVOP staff found a water leak at 1395 Hamilton Road. Staff marked out the water service and scheduled the replacement for the next day.

July 30 – FVOP staff worked with Bedrock Construction to replace the leaking water service line at 1395 Hamilton Road.

July 31 - FVOP was called by Miller Pipeline to assist in locating the 16" water main at the intersection of Piper Road and Werth Road. The existing map showing the location of the water main was incorrect. Staff located the water main with the help of Miller Pipeline and updated the map to show the correct location.

Attachment A

Work Order Summary

2025 Work Order Service Calls	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	T O T A L
Turn On	1	6	7	13	11	9	7						54
Turn Off	5	5	6	8	4	2	5						35
Final Read	13	6	12	56	7	12	23						129
Re-Read	120	44	17	1	3	25	21						231
Touch Pad Repair	5	1	4	5	1	7	3						26
Replace Meter	9	4	13	6	2	5	1						40
Meters Sent Out For Testing	0	0	0	0	0	1	0						1
Curb Box/Curb Stop Repair	0	1	1	2	1	0	2						7
Cross Connection Insp.	0	7	8	6	4	6	5						36
Distribution Bacti Samples	12	12	6	12	12	12	12						78
Distribution Monitoring	0	0	1	0	0	1	1						3
New Service Install	0	1	0	0	0	0	0						1
Service Lead / Main Break	6	2	2	6	4	7	9						36
Frozen Water Service	6	0	1	0	0	0	0						7
Hydrant Maintnance	0	1	0	2	0	0	1						4
Non pay Turn Off	1	8	4	0	0	1	0						14
Sewer Backup	2	0	1	3	1	1	0						8
Lift Station Maintenance	0	1	15	14	1	1	0						32
Site Restoration	0	0	1	2	2	2	1						8
Prop Check / Verify Service	21	4	2	1	18	0	6						52
Miscellaneous	2	1	0	5	3	2	3						16
TOTAL WORK ORDERS	203	104	101	142	74	94	100	0	0	0	0	0	818
TOTAL MISS DIGS	156	82	99	262	282	282	332						1495

Attachment B

Maintenance Allowance Update

ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2024-2025

Contract Year 2024-2025:	\$	120,000.00
Remaining Fund from 2023-2024:	\$	-
Beginning Total:	\$	120,000.00
Total Spent:	\$	121,891.33
Remaining Fund:	\$	(1,891.33)

September 2024			
Amazon Market Place	Materials for service call cleanup	\$	60.08
Fitzpatrick's Hardware	Shovel and hand tools for service calls	\$	46.48
Fitzpatrick's Hardware	1/4" brass valve and pipe nipple Michigan Lift Station	\$	23.89
Marathon Petro	Alp Twn Diesel	\$	27.17
Zoro Tools Inc.	Traffic Cones	\$	180.30
FEDEX	Meter sent out for testing	\$	14.57
Total September		\$	352.49

October 2024			
Fitzpatrick's Hardware	Replacement coupler Michigan Lift Station pump #2	\$	18.98
City of Alpena	Camera sewer main at 2011 Hobbs Drive	\$	210.00
Fitzpatrick's Hardware	Coupler for air compressor	\$	10.01
HD Supply Inc	Pressure transducer for Island Drive L/S	\$	789.82
Allied Instrumentation	Flow meter for French Road L/S	\$	3,077.31
Harbor Freight	Trailer hitch pin and rope	\$	10.00
Tractor Supply	Check valve repair parts	\$	27.81
Tractor Supply	2" x 2.5" hitch adapter	\$	26.49
Detroit Pump & Valve	Check valve gaskets for Lay Road L/S	\$	142.92
Marathon Petro	Diesel for Township equipment	\$	28.54
Green Acres Feed	Site restoration supplies	\$	130.95
Total October		\$	4,472.83

November 2024			
Fitzpatrick's Hardware	Dig supplies for Thunder Bay Ave	\$	51.38
Fitzpatrick's Hardware	Electrical Tape and MissDig Supplies	\$	31.77
Detroit Pump & Valve	two (2) new check valves for Lay Road Lift Station	\$	2,641.81
Michigan Pipe and Valve	3/4" K-type Copper	\$	1,197.59
Michigan Pipe and Valve	3/4" K-type Copper	\$	8,792.70
Fitzpatrick's Hardware	Chain Anchors to pull P#2 at Michigan Lift Station	\$	9.54
City of Alpena	Water samples for boil water advisory	\$	84.00
Marathon	Diesel for Township equipment	\$	28.01
Total November		\$	12,836.80

December 2024			
Ferguson Enterprises	3/4 X 5/8" Water meters	\$	6,239.93
Applied Industrial Tech	Brass curb stops for water services	\$	3,421.56
Applied Industrial Tech	Brass service line fittings	\$	296.53
Ferguson Enterprises	Water meter couplings	\$	2,266.29

ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2024-2025

Contract Year 2024-2025:	\$	120,000.00
Remaining Fund from 2023-2024:	\$	-
Beginning Total:	\$	120,000.00
Total Spent:	\$	121,891.33
Remaining Fund:	\$	(1,891.33)

December 2024 continued

Standard Electric	Heat block for Long Rapids master meter	\$	561.81
Fitzpatrick's Hardware	Repair kits for Township hammers	\$	40.33
Alpena Ace Hardware	Screws and anchors	\$	21.79
The Home Depot	Replacment UPS for French Road L/S	\$	77.89
Alpena Ace Hardware	Fuses for French Road L/S	\$	24.48
Frank's Key and Lock	Township Locks Re-keyed	\$	592.20
ETNA Supply	Replacment Nozzle for Fire Hydrant	\$	318.41
Huron Engineering	Density Testing on M-32	\$	196.88
John's Electric	Princeton L/S Electrical Work	\$	268.80
Veolia	Vactor Truck Pump and Haul Crittenden Court	\$	1,995.00
Veolia	Vactor Truck Pump and Haul Crittenden Court	\$	498.75
Harbor Freight	Screwdrivers and shop tools	\$	61.19
Marathon Petro	Diesel fuel for Township equipment	\$	40.83
Total December		\$	16,922.67

January 2025

City of Alpena	Bacti Samples for Boil Water Notices	\$	252.00
Fitzpatrick's Hardware	Marking paint and stakes for Island Drive sewer easement	\$	43.39
Fitzpatrick's Hardware	Fuses for French Road Lift Station	\$	27.81
Fitzpatrick's Hardware	Heat cables and zip ties for Piper Tower	\$	35.04
Ferguson Enterprises	Gaskets for 1 1/2" water meter	\$	9.01
Ferguson Enterprises	4" water meter for Hampton Inn	\$	5,521.69
HD supply	Float replacments for lift stations	\$	103.46
Michigan Pipe and Valve	Brass comp nuts for service lines	\$	355.60
Fitzpatrick's Hardware	Repair supplies fro Michigan L/S blower vent	\$	49.16
HD supply	Missdigs supplies	\$	158.45
Michigan Pipe and Valve	6" Water main repair band	\$	383.99
M.E. Simpson	Meter testing for 201 Princeton Aveune	\$	79.86
Fitzpatrick's Hardware	Pipe cutting supplies for water service lines	\$	41.72
HD supply	Missdigs paint	\$	77.86
Standard Electric	Relay for French Road L/S	\$	10.02
O'Reilly	Battery replacment for Michigan L/S generator	\$	239.28
Dixon Engineering	South water tower inspection	\$	5,960.00
City of Alpena	Water samples for month of December	\$	84.00
City of Alpena	Camera sewer main on Cittenden Court	\$	630.00
Alcona Septic Service	French Road L/S pump and haul	\$	840.00
Veolia	Vactor work for sewer main on Crittenden Court	\$	3,045.00
Total January		\$	17,947.34

ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2024-2025

Contract Year 2024-2025:	\$	120,000.00
Remaining Fund from 2023-2024:	\$	-
Beginning Total:	\$	120,000.00
Total Spent:	\$	121,891.33
Remaining Fund:	\$	(1,891.33)

February 2025

Lakeshore Plumbing	Plumbing needed for meter replacment at 1880 Hamilton Road	\$	422.63
Fitzpatrick's Hardware	Field tools and mouse traps for M-32 Booster Station	\$	67.85
HD Supply INC	Lift station float replacments	\$	104.57
Michigan Pipe and Valve	Water main supplies	\$	717.89
Michigan Pipe and Valve	Curb-boxes	\$	1,117.45
Michigan Pipe and Valve	Curb-boxes	\$	4,868.26
Omega Electric	Yearly generator maintiance	\$	1,669.50
Marathon Petro	Fuel for township miniskid	\$	34.56
SP Clean Flow	Pump pulling hardware	\$	214.22
FedEx	Sent out master meter for repairs	\$	51.83
Total February		\$	9,268.76

March 2025

Ferguson Enterprises	1" water meters	\$	1,676.99
Ferguson Enterprises	1" water meters	\$	1,676.99
Ferguson Enterprises	1 1/2" water meter for 2676 US-23 South	\$	1,108.02
Fitzpatrick's Hardware	Pin replacment for township's winch	\$	5.21
Fitzpatrick's Hardware	Cold Patch for road restorations	\$	43.80
Kendall Electric	LED module for M-32 Booster Station	\$	46.59
WM Supercenter	Tools for pump extraction	\$	26.02
Veolia Water	Vactor services on Sunset Blvd.	\$	262.50
UIS Scada	SCADA work at French and Lay Rd L/S	\$	2,433.39
Total March		\$	7,279.51

April 2025

Meijer	Oil for township generators	\$	120.15
Alpena Supply Co.	Lay L/S Replacment Panel	\$	12,487.86
City of Tawas	Emergency Pump Rental due to ice storm	\$	1,735.43
Alpena Supply Co.	Lay L/S Replacment Panel install	\$	3,675.00
Fitzpatrick's Hardware	Wire for water meters	\$	122.41
Standard Electric	30 amp fuses for M-32 Booster Station Pump #1	\$	45.28
Fitzpatrick's Hardware	Copper cutting wheels and sewer supplies	\$	57.83
Standard Electric	Generator Plug in cord for Critten Ct. Lift Station	\$	123.69
Meijer Express	Oil for township generators	\$	98.40
Meijer Express	Oil for township generators	\$	41.69
Meijer Express	Fuel for generators and fuel tank	\$	367.50

ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2024-2025

Contract Year 2024-2025:	\$	120,000.00
Remaining Fund from 2023-2024:	\$	-
Beginning Total:	\$	120,000.00
Total Spent:	\$	121,891.33
Remaining Fund:	\$	(1,891.33)

April 2025 continued

Marathon Petro	Fuel for township Mini-skid	\$	41.31
UIS SCADA	French / Lay Road L/S	\$	363.30
Alcona Septic	Pump and haul services during ice storm	\$	9,030.00
Bedrock	Stone for back of township hall	\$	315.00
Alpena Electric Motor	Lay Road pump and bench test	\$	556.50
Veolia	Crane truck services at Lay Road L/S	\$	367.50
Shell Oil	Fuel for generators and fuel tank	\$	311.93
Harbor Freight	Winch for sewer pumps	\$	219.43
FMOBDP	F&V By-pass pump rental	\$	3,134.25
		Total April	\$ 33,214.46

May 2025

Standard Electric	Mobile Generator Service	\$	433.13
Fitzpatrick's Hardware	Check Valve for sump pump in Michign Lift Station	\$	13.90
Fitzpatrick's Hardware	Brass fittings for Booster Station	\$	20.43
Ferguson Enterprises	Water meters for homes	\$	7,848.96
Ferguson Enterprises	Water meters returns	\$	(3,009.45)
F&V Operations	Vehicle charge during ice storm	\$	95.90
		Total May	\$ 5,402.87

June 2025

Leavesley Construction	Fence Repair for Island Drive L/S	\$	609.00
BATCO INC.	Leak Detection Services	\$	1,365.00
Fitzpatrick's Hardware	Plumbing supplies for meter swap	\$	8.33
Michigan Pipe and Valve	6" Valve for fire hydrants	\$	1,287.74
M.E. Simpson	Meter test for 1672 Lakeview Drive	\$	82.97
FEDEX	Shipping costs for meter test	\$	15.59
John's Electric	Wyndham Gardens L/S #2	\$	905.10
John's Electric	Ice storm work with generators	\$	3,056.55
Tempest Enterprises	Water Tower level transducer replacment	\$	722.22
Leavesley Construction	Fence repair for 161 Colorado Road	\$	1,144.50
		Total June	\$ 9,197.00

July 2025

Tractor Supply	Mega Flange Bolts for French Road Lift Station	\$	84.20
City of Alpena	Bacti Samples	\$	84.00
Bisbee Infrared Services	Yearly Infrared Inspection	\$	577.50
Tempest Enterprises	VFD install at M-32 Booster Station	\$	3,781.83
		Total July	\$ 4,527.53

ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2024-2025

Contract Year 2024-2025:	\$	120,000.00
Remaining Fund from 2023-2024:	\$	-
Beginning Total:	\$	120,000.00
Total Spent:	\$	121,891.33
Remaining Fund:	\$	(1,891.33)

August 2025			
Alpena Supply	French Road L/S flange adapters	\$	134.61
Fitzpatrick's Hardware	Meter Installation Supplies	\$	43.40
SQ RTCAL LTD	Battery Replacment for Township Leak Detection equipment	\$	267.77
Marathon Petrol	Diesel for Township Equipment	\$	23.29
		Total August	\$ 469.07

Attachment C

Monitoring & Reporting

CHARTER TOWNSHIP OF ALPENA PLANNING COMMISSION

MINUTES – Regular Meeting

Monday, June 9, 2025

MEETING COMMENCED: 6:00 PM
PLEDGE OF ALLEGIANCE

THOSE PRESENT

Chairperson Tom Hilberg, Michele Palevich, Delynn Pauly and Vice-chairperson Michelle Woodruff

ABSENT

Roxann Brown, Larry Dehring and John Stender

OTHERS PRESENT

Abbi Kaszubowski – Township Supervisor
Kevin Pauly – Township Building Official
Lynn Daoust – Acting Secretary

ADOPTION OF AGENDA

D. Pauly made a motion to adopt the agenda, supported by Vice-chairperson Woodruff. Motion passed.

APPROVAL OF MINUTES

Vice-chairperson Woodruff made a motion to approve the January 13, 2025 minutes, supported by D. Pauly. Motion passed.

PUBLIC COMMENT – None

CORRESPONDENCE

None

DISCUSSION

Master Plan

Supervisor Kaszubowski explained that the master plan survey was ready for distribution and that NEMCOG would review results from the survey at the next meeting. Vice-chairperson Woodruff attended the previous joint meeting and described how the survey was reduced to around 50 questions and that every municipality had their voice heard. Supervisor Kaszubowski added that several yard signs will be placed in the township advertising the survey. She urged members to solicit as many surveys from the public as possible.

Zoning Ordinance Update

Supervisor Kaszubowski discussed several potential changes to the zoning ordinance to consider such as the front yard setback for waterfront residential zoning. It needs clarification on whether the setback is from the ordinary highwater mark (metes and bounds) or the property line (platted).

Next, she pointed out that the conservation district does not have a maximum percentage of lot coverage listed in the schedule of regulations and feels that should be addressed. Another change Supervisor Kaszubowski discussed was not requiring a special use permit for tiny homes. The township actually loses money on each tiny home case and has never disapproved one. They still must meet the zoning requirements, be no less than 250 square feet, and follow residential building codes. If there are by-laws in a subdivision, the tiny home must abide by those also. The last change she recommended was to remove that a special land use permit is required for chickens, ducks and geese. The City of Alpena allows chickens, with restrictions, but the township does not, yet the township has more rural areas and acreage. She added that there is a state house bill on the table that would allow chickens anywhere as long as there is a half-acre or more.

Supervisor Kaszubowski touched base on short term rentals (STR). Vice-chairperson Woodruff feels we should look at neighboring municipalities and see how they are regulating them and that the biggest complaint is lack of law enforcement. Supervisor Kaszubowski asked the commission to consider certain factors when reviewing the zoning ordinance such as how can it be enforced, is there knowledge of people actively violating the ordinance, and what can be done as a planning commission to prevent people from violating the ordinance in the first place.

Capital Improvement Plan (CIP)

Supervisor Kaszubowski pointed out that a CIP is required by the township. M. Palevich added that a CIP committee needs to be formed and that the master plan guides it. Once the master plan has been completed, the Planning Commission needs to focus on assembling a CIP committee. The CIP is a living document that is updated annually and guides the Board of Trustees with their budgeting. Road and bi-path improvements are examples of CIP items. The CIP should be in conjunction with the master plan, a goal-setting document, and will aid in the grant process.

Lake Huron Forever Pledge

Supervisor Kaszubowski gave an overview of the recent meeting that was held sponsored by Community Foundation of Northeast Michigan and Huron Pines where the Township, City of Alpena, NOAA, Veolia and others collaborated to support the pledge. The group learned about a variety of projects and programs happening in Alpena that are protecting Lake Huron water quality. Supervisor Kaszubowski mentioned that the coastal grant the township received, which is currently being used for the master plan, could fund other projects that would support the Lake Huron Forever Pledge and benefit the township such as pollinator and rain gardens. There are possible grant opportunities to make these and other improvements.

NEXT MEETING – July 14, 2025 at 6:00 p.m.

ADJOURNMENT – Vice-chairperson Woodruff made a motion to adjourn, supported by D. Pauly. Meeting adjourned by Chairperson Hilberg at 6:55 p.m.

Respectfully submitted,

Lynn Daoust
Acting Secretary

BUDGET ADJUSTMENTS

GENERAL FUND		2025-26	YTD BALANCE	AVAILABLE	% BDGT	Revenue	Expense	NEW 2025-26
GL NUMBER	DESCRIPTION	AMENDED BUDGET		BALANCE	USED	Adjustment	Ajustments	AMENDED BUDGET
101-371-730.000	OPERATING SUPPLIES	500.00	327.50	172.50	65.50		250.00	750.00
101-265-723.000	WORK COMP INS.-DEPT. PORTION	1,270.00	0.00	1,270.00	0.00		1,809.00	3,079.00
101-101-965.000	GEN. LIABILITY/PROPERTY INSURANC	600.00	0.00	600.00	0.00		200.00	800.00
101-171-965.000	GEN. LIABILITY/PROPERTY INS - DEPT	600.00	0.00	600.00	0.00		200.00	800.00
101-215-965.000	GEN. LIABILITY/PROPERTY INS - DEPT	500.00	55.00	445.00	11.00		355.00	855.00
101-247-965.000	GEN. LIABILITY/PROPERTY INSURANC	300.00	0.00	300.00	0.00		500.00	800.00
101-253-965.000	GEN. LIABILITY/PROPERTY INS - DEPT	500.00	0.00	500.00	0.00		300.00	800.00
101-262-965.000	GEN. LIABILITY/PROPERTY INS - DEPT	200.00	0.00	200.00	0.00		200.00	400.00
101-265-965.000	GEN LIABILITY/PROPERTY INS	2,500.00	0.00	2,500.00	0.00		2,076.00	4,576.00
101-330-965.000	GEN. LIABILITY/PROPERTY INS - DEPT	600.00	0.00	600.00	0.00		200.00	800.00
101-371-965.000	GEN. LIABILITY/PROPERTY INS - DEPT	1,500.00	0.00	1,500.00	0.00		1,000.00	2,500.00
101-701-965.000	GEN. LIABILITY/PROPERTY INSURANC	350.00	0.00	350.00	0.00		450.00	800.00
101-262-702.010	SALARY PAYABLE	9,625.00	153.09	9,471.91	1.59		(7,500.00)	2,125.00
101-262-729.030	POSTAGE	10,000.00	176.90	9,823.10	1.77		(4,498.68)	5,501.32
101-265-827.000	JANITORIAL SERVICES	7,000.00	5,390.00	1,610.00	77.00		3,800.00	10,800.00
101-101-728.000	COMPUTER (HARDWARE)	0.00	0.00	0.00	0.00		1,671.32	1,671.32
101-215-728.000	COMPUTER (HARDWARE)	0.00	0.00	0.00	0.00		1,480.44	1,480.44
101-253-728.000	COMPUTER (HARDWARE)	1,000.00	350.00	650.00	35.00		4,210.32	5,210.32
101-257-728.000	COMPUTER (HARDWARE)	0.00	0.00	0.00	0.00		835.16	835.16
101-371-728.000	COMPUTER (HARDWARE)	3,700.00	119.00	3,581.00	3.22		1,480.44	5,180.44
101-215-921.000	IT/INTERNET - DEPT. PORTION	2,500.00	1,549.70	950.30	61.99		540.00	3,040.00
101-253-921.000	IT/INTERNET - DEPT. PORTION	2,700.00	1,834.70	865.30	67.95		1,615.00	4,315.00
101-257-921.000	IT/INTERNET - DEPT. PORTION	1,700.00	1,204.15	495.85	70.83		270.00	1,970.00
101-371-921.000	IT/INTERNET - DEPT. PORTION	2,200.00	1,287.40	912.60	58.52		270.00	2,470.00
101-215-956.000	DATA PROCESSING (SOFTWARE)	4,000.00	3,247.04	752.96	81.18		286.00	4,286.00
101-262-714.030	PENSION-JOHN HANCOCK	2,000.00	0.00	2,000.00	0.00		(2,000.00)	-
101-262-730.000	OPERATING SUPPLIES	10,900.00	0.00	10,900.00	0.00		(8,000.00)	2,900.00
101-262-975.000	EQUIPMENT & FURNITURE	20,000.00	119.00	19,881.00	0.60		(2,000.00)	18,000.00
						-	-	

BUDGET ADJUSTMENTS

PUBLIC SAFETY

[illegible]

BUDGET ADJUSTMENTS

[illegible]

AGREEMENT FOR INTERNET ACCESS AND USE OF PROPERTY

This Agreement is made and entered into on this 19th day of May 2025, by and between:

Ridge Tower Network, LLC, a limited liability company organized under the laws of Michigan, with its principal office located at 172 Mable Road, Alpena, MI 49707 ("Ridge Tower Network"), and

Charter Township of Alpena, a municipal corporation organized under the laws of the State of Michigan, with its principal office located at 4385 US-23 North, Alpena, MI 49707 ("Township").

RECITALS

WHEREAS, Ridge Tower Network is in the business of providing internet access services through wireless and fiber optic technology; and

WHEREAS, the Township owns and operates various properties within its jurisdiction, and desires to allow Ridge Tower Network to install, maintain, and operate wireless signal transmission and fiber optic cable equipment on its property to provide internet access to the Township's properties and to its residents, businesses, and other entities; and

WHEREAS, Ridge Tower Network desires to provide internet access services to the Township in exchange for the right to install, maintain, and operate equipment on Township-owned properties as specified in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, the parties agree as follows:

1. Grant of Access and Use of Property

1.1 Property Access: The Township hereby grants Ridge Tower Network the non-exclusive right to enter upon and use the following properties, including all improvements thereon (the "Property"), for the purpose of installing, maintaining, operating, and using equipment for receiving, relaying, and transmitting wireless signals and fiber optic technology necessary for the provision of internet access (the "Equipment"). The specific locations of the Township properties where such equipment will be installed shall be mutually agreed upon by both parties and detailed in Exhibit A of this Agreement.

1.2 Installation of Equipment: Ridge Tower Network shall have the right to install and maintain its Equipment on the Property, including but not limited to underground,

towers, structures, antennas, roof tops, and related devices necessary for the operation of its services. All installation work will be conducted in accordance with all applicable laws, codes, and regulations.

1.3 Water Towers: Ridge Tower Network's installation, operation, and maintenance of its equipment must not interfere with the telecommunications and other equipment installed on or near Township water towers by other entities that have entered into leases and related agreements with the Township. If such interference occurs, Ridge Tower Network must immediately take action to eliminate the interference, and Ridge Tower Networks shall indemnify, defend, and hold harmless the Township and the Township's officials, employees, agents, and contractors from and against any and all claims, damages, losses, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or in connection with such interference. Before installing, replacing, or modifying any equipment on or near a Township water tower, Ridge Tower Networks must provide the Township with detailed drawings and descriptions of the equipment and the proposed locations for the installation of its equipment on or near a Township water tower. No equipment may be installed, replaced, or modified by Ridge Tower Networks on or near a Township water tower without the prior written consent of the Township.

1.4 Interference: Ridge Tower Network shall make commercially reasonable efforts to avoid interference with any existing radio equipment on the Property at the time of installation and shall comply with applicable FCC regulations, including 47 CFR Part 15.

1.5 Amendment of Exhibit A: Changes to Exhibit A shall only be made through a written amendment signed by authorized representatives of both parties.

2. Internet Access and Services

2.1 Provision of Services: In exchange for the use of the Property, Ridge Tower Network shall provide the Township with high-speed internet access services at each location listed in Exhibit A. Internet service shall include:

- Minimum download/upload speeds of 60 Mbps/20 Mbps
- Latency below 100ms

2.2 Service Maintenance: Ridge Tower Network shall provide regular maintenance, updates, and support for the internet access service provided to the Township. The Township shall notify Ridge Tower Network promptly of any service issues or outages.

2.3 Service Level Agreement (SLA): Ridge Tower Network shall provide technical support within 48 hours of reported service disruption, with escalation procedures for critical outages.

3. Maintenance and Operation of Equipment

3.1 Maintenance of Equipment: Ridge Tower Network shall be solely responsible for the maintenance, operation, repair, and replacement of the Equipment. Ridge Tower Network will ensure that the Equipment is installed, maintained, and operated in a safe and professional manner and in compliance with all local, state, and federal regulations. Ridge Tower Network will ensure its equipment will not interfere with the operation of any other equipment in place at time of install.

3.2 Access for Maintenance: Ridge Tower Network shall have access to the Property during normal business hours, or at other reasonable times by mutual agreement, for the purpose of performing necessary maintenance, repair, or upgrades to the Equipment.

3.3 Modification and Replacement of Equipment:

Ridge Tower Network may, at its sole discretion, modify, upgrade, or replace antennas, radios, or other Equipment necessary for the continued operation and improvement of its services, provided that:

- All modifications or replacements are made within the existing equipment footprint and mounted on the same part(s) of the structure as the original installation;
- Any work performed on elevated structures (e.g., water towers, rooftops) shall be at Ridge Tower Network's sole cost and expense;
- Modifications shall comply with all applicable codes, safety standards, and this Agreement.

Any **proposed permanent modifications to Township structures or the Property itself** (e.g., structural alterations, new mounting hardware, electrical rewiring, or significant visual/physical changes) must be **submitted in writing to the Township for review and prior written approval**, which shall not be unreasonably withheld or delayed.

3.4 Video Surveillance at Water Tower Sites

Ridge Tower Network shall install and maintain a video surveillance system at each water tower property to which it has access under this Agreement. The surveillance system shall be to the best effort of Ridge Tower Network, operational 24/7 and shall be

maintained by Ridge Tower Network at its sole expense. Ridge Tower Network shall retain recorded footage for a minimum period of thirty (30) days and shall make such footage available to the Township upon request for any reason related to property security, safety, or Township operations. Ridge Tower Network shall ensure that the surveillance system complies with all applicable laws.

4. Term and Termination

4.1 Term: The initial term of this Agreement shall be for two (2) years, beginning on the date first written above, unless terminated earlier in accordance with this Agreement.

4.2 Termination by Township: After 12 months, the Township may terminate this Agreement at any time with ninety (90) days written notice to Ridge Tower Network, provided that the Township has paid any outstanding fees or obligations under this Agreement. Upon termination, Ridge Tower Network will remove its Equipment from the Property within a reasonable period.

4.3 Termination by Ridge Tower Network: Ridge Tower Network may terminate this Agreement at any time with thirty (30) days written notice to the Township. In such event, Ridge Tower Network will remove its Equipment from the Property within a reasonable period.

4.4 Termination for Cause: Either party may terminate this Agreement immediately in the event of a material breach by the other party, provided that the breach remains uncured for a period of thirty (30) days after written notice of such breach.

4.5 Minimum Commitment Period: Neither party may terminate this Agreement for convenience during the first 12 months, unless mutually agreed or termination is for cause.

5. Insurance and Indemnification

5.1 Insurance: Ridge Tower Network shall maintain at its own expense general liability insurance covering its activities under this Agreement, including installation, maintenance, and operation of the Equipment, with coverage limits of not less than \$1,000,000 per occurrence. The Township shall be named as an additional insured on Ridge Tower Network's insurance policy.

5.2 Indemnification:

- **By Ridge Tower Network:** Ridge Tower Network agrees to indemnify, defend, and hold harmless the Township, its officials, employees, agents, and contractors

from and against any and all claims, damages, losses, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or in connection with the installation, maintenance, or operation of the Equipment, except where caused by the negligence or willful misconduct of the Township. Ridge Tower Network shall control the defense of any indemnified claim but shall consult with the Township on resolution.

- **By Township:** The Township agrees to indemnify, defend, and hold harmless Ridge Tower Network, its officers, employees, agents, and contractors from and against any and all claims, damages, losses, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or in connection with the use of the Property by the Township, its employees, agents, contractors, or users, except where caused by the negligence or willful misconduct of Ridge Tower Network. The Township shall notify Ridge Tower Network of any indemnifiable claim within 10 days of receipt.

6. Ownership and Title of Equipment

6.1 Ownership of Equipment: Ridge Tower Network shall retain ownership of all Equipment installed on the Property. The Township acknowledges that it has no ownership interest in the Equipment and that such Equipment remains the property of Ridge Tower Network.

6.2 Removal of Equipment: Upon termination or expiration of this Agreement, Ridge Tower Network shall remove all Equipment from the Property within ninety (90) days. This period may be reasonably extended in the event of delays caused by inclement weather, natural disasters, or other conditions beyond Ridge Tower Network's control. Any damage to the Property caused by the removal of Equipment shall be repaired by Ridge Tower Network at its expense.

6.3 Abandoned Equipment:

Ridge Tower Network agrees to assume ownership of any unused or abandoned radio equipment, antennas, or related devices that remain on Township towers, structures, or other properties and are not in active use by any party. Ridge Tower Network shall be responsible for the removal of such unused or abandoned equipment at its own expense and in a timely manner, **unless prohibited or alternate measures are prescribed within other agreements, laws, statutes, ordinances, or regulations.** Such removal shall not interfere with active services or existing infrastructure.

7. Miscellaneous Provisions

7.1 Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

7.2 Entire Agreement: This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, representations, and understandings, oral or written, regarding such subject matter.

7.3 Amendments: This Agreement may only be amended or modified in writing, signed by both parties.

7.4 Severability: If any provision of this Agreement is found to be invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.

7.5 Assignment: Neither party may assign or transfer its rights or obligations under this Agreement without the prior written consent of the other party, which shall not be unreasonably withheld, except that Ridge Tower Network may assign this Agreement to an affiliate or successor in connection with a merger or asset sale.

7.6 Dispute Resolution:

- Any disputes under this Agreement shall be first subject to good-faith negotiation.
 - If unresolved, the dispute shall proceed to mediation in Alpena County, Michigan.
 - If mediation fails, the parties may proceed to litigation in the Alpena County Circuit Court.
-

8. Use of Internet Service

8.1 Authorized Use: The internet access provided by Ridge Tower Network to the Township under this Agreement is to be used solely for lawful purposes. The Township agrees that neither it nor any of its employees, agents, contractors, or users will use the internet service for any illegal, unlawful, or prohibited activities, including but not limited to the transmission of unlawful content, the distribution of malware or viruses, unauthorized access to networks or systems, or any other activity that violates applicable laws or regulations.

8.2 Notification of Misuse: In the event that Ridge Tower Network receives notice or has reasonable grounds to believe that the internet service is being used for illegal, unlawful, or prohibited activities, Ridge Tower Network may temporarily suspend access to the internet service. Ridge Tower Network will notify the Township of any suspected misuse, and the Township shall promptly cooperate in investigating the matter.

8.3 Suspension Pending Investigation: Upon notification of misuse, Ridge Tower Network reserves the right to suspend the internet service until the issue is investigated and resolved to Ridge Tower Network's satisfaction. This suspension shall remain in effect for the duration of the investigation and any necessary corrective actions.

8.4 Cybersecurity Measures: The Township shall implement reasonable industry-standard cybersecurity protocols, including firewall protections, network monitoring, and encryption of transmitted data.

9. Access to Power

9.1 Provision of Power: The Township agrees to provide Ridge Tower Network with access to any existing electrical power supply located on the Property, if available, for the purpose of powering the Equipment that Ridge Tower Network installs, maintains, or operates under this Agreement. Ridge Tower Network shall have the right to connect its Equipment to the power supply at the Property, provided that such connection is done in compliance with all applicable electrical codes, safety regulations, and the Township's reasonable requirements.

9.2 Responsibility for Power Supply:

- **Existing Power Supply:** If an existing power supply is available at the Property, Ridge Tower Network shall bear all costs associated with connecting its Equipment to that supply, including any connection, installation, and necessary upgrades to the electrical infrastructure if required.
- **No Existing Power Supply:** If no electrical power supply is available at the Property, Ridge Tower Network, at its sole discretion, will bear all costs to provide utility power service to the Property, including but not limited to, the installation of new electrical lines or infrastructure as needed. Ridge Tower Network will also bear any costs for upgrading the electrical equipment at the Property if the Equipment requires a higher electrical capacity than what is currently available.

9.3 Power Outages or Interruptions: In the event of a power outage, interruption, or failure of the electrical supply that affects the Equipment, the Township shall promptly notify Ridge Tower Network. Ridge Tower Network shall be responsible for ensuring that any necessary corrective actions are taken to restore the Equipment's power supply, subject to the availability of power at the Property.

10. LIMITATION OF LIABILITY

Except for indemnity obligations, willful misconduct, gross negligence, or breach of confidentiality or applicable law, **neither party shall be liable for incidental, indirect, special, or consequential damages**, including lost profits, arising from or related to this Agreement. Neither party shall be liable for delay or failure to perform due to causes beyond their reasonable control, including natural disasters, war, terrorism, or government actions

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the day and year first above written.

RIDGE TOWER NETWORK, LLC

By: _____

Name: Christopher J. Stephens

Title: Owner

Date:

CHARTER TOWNSHIP OF ALPENA

By: _____

Name: Abbi J. Kaszubowski

Title: Supervisor

Date:

By: _____

Name: Michele P. Palevich

Title: Clerk

Date:

Exhibit A: List of Properties for Installation of Equipment

4385 U.S. 23 North, Alpena, MI 49707

2201 US-23 South, Alpena, MI 49707

Water Tower at M-32 West, Alpena, MI 49707

Water Tower at Piper Road, Alpena, MI 49707

Water Tower at US-23 South, Alpena, MI 49707

ESTIMATE

Ridge Tower Network, LLC
172 Mable Rd
Alpena, MI

ridgetowernetwork@gmail.com
+1 (616) 318-5102



Bill to
Charter Township of Alpena
4385 US-23 North
Alpena, MI 49707 USA

Ship to
Charter Township of Alpena
4385 US-23 North
Alpena, MI 49707 USA

Estimate details

Estimate no.: RTN-2025-06-001
Estimate date: 06/24/2025
Expiration date: 07/31/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Custom Install / Repair / Maintenance	Camera Network Video Recorder	3	\$320.00	\$960.00
2.		Custom Install / Repair / Maintenance	10TB Hard Drive	9	\$250.00	\$2,250.00
3.		Custom Install / Repair / Maintenance	4k Network Camera	9	\$220.00	\$1,980.00
4.		Custom Install / Repair / Maintenance	16 Port POE Switch	3	\$420.00	\$1,260.00
5.		Custom Install / Repair / Maintenance	Camera System Install at 3 sites	9	\$75.00	\$675.00
6.		Shipping	Custom Quoted Shipping cost	1	\$400.00	\$400.00
		Subtotal	Subtotal			\$7,525.00
7.		Basic Business Wireless	50Mb Download / 50Mb Upload Reoccurring (billed monthly)	3	\$100.00	\$300.00
8.		Basic Instillation	Basic Wireless Internet Instillation at water towers (One-time cost)	3	\$100.00	\$300.00

Total **\$8,125.00**

Note to customer

This system requires an active internet connection and a router to function.
this will provide x3 4K video cameras at each of your 3 Water Tower

Deposit due \$6,000.00

Sites, each with 30 day continuous video recording on site, with remote viewing capabilities.

Expiry
date

07/31/2025

Accepted date

Accepted by

**CHARTER TOWNSHIP OF ALPENA
ALPENA COUNTY, MICHIGAN
ORDINANCE NO. 158
FIRE CODE ORDINANCE AMENDMENT**

An ordinance to amend Charter Township of Alpena Ordinance No. 129 (the Charter Township of Alpena Fire Code Ordinance), in order to adopt the National Fire Protection Association's Fire Code (NFPA 1), and any future editions of such Code, and in order to continue to promote the public health, safety, and general welfare of persons and property in the Township.

THE CHARTER TOWNSHIP OF ALPENA, ALPENA COUNTY, MICHIGAN, ORDAINS:

SECTION 1. PURPOSE.

The purpose of this Fire Code Ordinance Amendment is to amend Charter Township of Alpena Ordinance No. 129 (the Charter Township of Alpena Fire Code Ordinance), in order to adopt the National Fire Protection Association's Fire Code (NFPA 1) and any future editions of such Code, and in order to continue to promote the public health, safety, and general welfare of persons and property in the Township. The Township, by adopting Ordinance No. 129 on January 3, 2017, adopted the International Fire Code, 2015 edition (along with any future editions, and with various modifications as specified in Ordinance No. 129). The Township, by adopting this Fire Code Ordinance Amendment, will continue to recognize and enforce the International Fire Code, 2015 edition (as modified by Ordinance No. 129 and any future editions), and will, in addition, recognize and enforce the National Fire Protection Association's Fire Code (NFPA 1) and any future editions of such Code.

SECTION 2. AMENDMENT OF ORDINANCE NO. 129.

Charter Township of Alpena Ordinance No. 129 (the Fire Code Ordinance) is hereby amended to add the following Section 10 to such Ordinance:

Section 10. Adoption of National Fire Protection Association's Fire Code (NFPA 1). The National Fire Protection Association's Fire Code (NFPA 1), and any future editions of such Code, is hereby adopted by the Charter Township of Alpena. The Township will continue to recognize and enforce the International Fire Code, 2015 edition (as modified by Ordinance No. 129 and any future editions), in addition to the Fire Protection Association's Fire Code (NFPA 1) (and any future editions).

SECTION 3 EFFECTIVE DATE.

This ordinance shall become effective immediately upon its publication as required by law.

SECTION 4. PUBLICATION; RECORDATION; AUTHENTICATION.

This ordinance shall be published once, in full, in a newspaper of general circulation within the boundaries of the Township, and qualified under state law to publish legal notices, within 30 days after its adoption; this ordinance shall be recorded in the record of ordinances book of the Township; and the Township

Supervisor and the Township Clerk shall authenticate this ordinance by placing his or her official signature upon this ordinance.

SECTION 5. SEVERABILITY.

The provisions of this ordinance are hereby declared to be severable, and if any clause, sentence, word, section, or provision is hereafter declared void or unenforceable for any reason by any court of competent jurisdiction, it shall not affect the remainder of this ordinance, which shall continue in full force and effect.

CERTIFICATION

I hereby certify that the foregoing constitutes a true and complete copy of an ordinance duly adopted by the Charter Township of Alpena Board of Trustees at a regular meeting held on September 22, 2025.

I further certify that the following Board members were present at the meeting: _____, and that the following Board member was absent: _____.

I further certify that the Board member _____ moved for adoption of the ordinance, and the motion was supported by the Board member _____.

I further certify that the following Board members voted upon roll call vote for the adoption of the ordinance: _____, and the following Board members voted against the adoption of the ordinance: _____.

Adopted and approved this 22nd day of September, 2025, by the Charter Township of Alpena Board of Trustees.

Abbi Kazsubowski
Charter Township of Alpena Supervisor

Michele Palevich
Charter Township of Alpena Clerk

CURRENT FIRE CODE ORDINANCE (NO. 129)

TOWNSHIP OF ALPENA

ALPENA COUNTY, MICHIGAN

ORDINANCE NO. 129 (THE FIRE CODE ORDINANCE)

AN ORDINANCE ADOPTING THE INTERNATIONAL FIRE CODE (2015 EDITION AND FUTURE EDITIONS); REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING, AND USE OF HAZARDOUS SUBSTANCES, MATERIALS, AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE TOWNSHIP OF ALPENA; PROVIDING FOR THE ISSUANCE OF PERMITS AND THE COLLECTION OF FEES; PROVIDING PENALTIES FOR VIOLATIONS; AND REPEALING ALL OTHER PORTIONS OF ORDINANCES IN CONFLICT THEREWITH.

THE TOWNSHIP OF ALPENA ORDAINS:

Section 1. Purpose. The purpose of this ordinance is to promote the public health, safety, and general welfare of persons and property in the Township of Alpena.

Section 2. Adoption of Code. The International Fire Code, 2015 edition (along with any future editions), including the Appendix Chapters A, B, and C, as published by the International Code Council, is hereby adopted as the Fire Code of the Township of Alpena, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials, and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the Township of Alpena; providing for the issuance of permits and the collection of fees; and providing penalties for violations. Each and all of the regulations, provisions, penalties, conditions, and terms of such International Fire Code, as amended, are hereby referred to, adopted, and made a part hereof, as if fully set forth herein, with the additions, insertions, deletions, and changes stated in section 3 of this ordinance.

Section 3. Additions, Insertions, Deletions, and Changes. The following sections of such International Fire Code, as amended, are hereby revised as follows:

- Section 101.1: Insert for "[NAME OF JURISDICTION]" the words "Township of Alpena, Michigan."

- Section 109.4: Delete the words "guilty of" and replace with the words "responsible for." Insert for "[SPECIFY OFFENSE]" the words "municipal civil infraction, as defined by section 113 of the state of Michigan Revised Judicature Act of 1961, being Act No. 236 of the Public Acts of 1961, as amended (the Act)." Insert for "[AMOUNT]" the words "\$500.00 plus costs of not less than \$9.00 nor more than \$500.00, which are not limited to the costs taxable in ordinary civil actions and may include all expenses, direct and indirect, to which the Township has been put in connection with the municipal civil infraction, up to the entry of judgment, which costs shall be payable to the general fund of the Township. In addition to ordering a defendant to pay such civil fine and costs, the court may issue and enforce any judgment, writ, or order necessary to enforce the Fire Code Ordinance, in accordance with the Act. The Alpena Township Fire Chief, the Alpena Township Deputy Fire Chief, and the Alpena

Township Fire Marshall are authorized to administer and enforce this ordinance and issue municipal civil infraction citations." Delete the words "or by imprisonment not exceeding [NUMBER OF DAYS], or both such fine and imprisonment."

•Section 111.4: Insert for the first "[AMOUNT]" "\$100.00" and insert for the second "[AMOUNT]" "\$500.00."

Section 4. Geographic Limits. The geographic limits referred to in the following sections of such International Fire Code are hereby established as follows:

•Section 5704.2.9.6.1 (geographic limits in which the storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited): As specified in National Fire Protection Association (NFPA) 30.

•Section 5706.2.4.4 (geographic limits in which the storage of Class I and Class II liquids in above-ground tanks is prohibited): As specified in National Fire Protection Association (NFPA) 30.

•Section 5806.2 (geographic limits in which the storage of flammable cryogenic fluids in stationary containers is prohibited): As specified in National Fire Protection Association (NFPA) 55.

•Section 6104.2 (geographic limits in which the storage of liquefied petroleum gas is restricted for the protection of heavily populated or congested areas): As specified in National Fire Protection Association (NFPA) 58.

Section 5. Repeal of Inconsistent Ordinances. All other Township of Alpena ordinances or parts of ordinances that are in conflict with this ordinance are hereby repealed.

Section 6. Fee Schedule. The Township of Alpena Board of Trustees shall establish and approve a fee schedule for the implementation and enforcement of this ordinance.

Section 7. Severability. The various parts, sections, and clauses of this ordinance are hereby declared to be severable. If any part, section, or clause is adjudged to be invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected by such ruling.

Section 8. Effective Date. This ordinance shall take effect 30 days after its publication as required by law.

Section 9. Publication; Recording; Authentication. This ordinance shall be published once, in full, in a newspaper of general circulation within the boundaries of the Township of Alpena, and qualified under state law to publish legal notices, within 30 days after its adoption; this ordinance shall be recorded in the record of ordinances book of the Township; and the Township Clerk shall authenticate this ordinance by placing his or her official signature upon the ordinance.

CERTIFICATION

I hereby certify that the foregoing constitutes a true and complete copy of an ordinance duly adopted by the Township of Alpena Board of Trustees at a regular meeting held on the 3rd day of January, 2017.

I further certify that the following Board members were present at the meeting: Supervisor Skibbe, Treasurer Ellery-Somers, Clerk Bleau, and Trustees Kroll, Poli, Thomson, and Dunckel, and that the following Board members were absent: None.

I further certify that the Board member Trustee Thomson moved for adoption of the ordinance, and the motion was supported by the Board member Trustee Poli.

I further certify that the following Board members voted upon roll call vote for the adoption of the ordinance: Supervisor Skibbe, Treasurer Ellery-Somers, Clerk Bleau, and Trustees Kroll, Poli, Thomson, and Dunckel, and the following Board members voted against the adoption of the ordinance: None.

Adopted and approved on the 3rd day of January, 2017, by the Township of Alpena Board of Trustees.

Dated: _____

Alpena Township Clerk

CERTIFICATION AS TO PUBLICATION, RECORDATION, AND AUTHENTICATION

I hereby certify that the above ordinance was published in the Alpena News on the 10th day of January, 2017, that the ordinance has been recorded in the Township record of ordinances book on the _____ day of January, 2017, and the ordinance is hereby authenticated by the placement of my signature below.

Dated: _____

Alpena Township Clerk

Adding NFPA 1 (National Fire Protection Association's Fire Code) to the Charter Township of Alpena Fire Code Ordinance, which already recognizes the International Fire Code (IFC) of 2015, could offer several benefits:

1. **Comprehensive Coverage:** NFPA 1 provides a broad range of fire safety requirements that complement the IFC. This can help ensure that all aspects of fire safety are covered, reducing the risk of gaps in the fire code.
2. **Updated Standards:** NFPA codes are regularly updated to reflect the latest in fire safety research and technology. Adding NFPA 1 can help keep the fire code current with the latest best practices.
3. **Enhanced Safety:** By incorporating both NFPA 1 and IFC, the township can benefit from the strengths of both codes, potentially leading to a higher overall level of fire safety.
4. **Consistency and Clarity:** Having multiple recognized standards can provide clearer guidance for fire safety professionals, builders, and inspectors, ensuring everyone is on the same page.
5. **Flexibility:** NFPA 1 includes provisions that might not be covered in the IFC, offering more options and flexibility in addressing specific fire safety issues.

The NFPA 1 (National Fire Protection Association's Fire Code) and the IFC (International Fire Code) are both comprehensive fire codes, but they have some key differences in their approach and content. Here are some of the main differences:

1. **Scope and Coverage:**
 - **NFPA 1:** This code integrates a wide range of NFPA standards and codes, covering various aspects of fire safety, including building construction, fire protection systems, hazardous materials, and emergency planning.
 - **IFC:** The IFC focuses on fire prevention and protection requirements for new and existing buildings, including fire service features, fire protection systems, and hazardous materials.
2. **Integration with Other Codes:**
 - **NFPA 1:** It often references other NFPA standards, creating a comprehensive network of fire safety guidelines.
 - **IFC:** It is part of the International Code Council (ICC) family of codes, which includes the International Building Code (IBC), International Residential Code (IRC), and others, promoting a coordinated approach to building safety.
3. **Updates and Revisions:**
 - **NFPA 1:** Updated every three years, with the latest research and technological advancements in fire safety.
 - **IFC:** Also updated every three years, but the updates are coordinated with other ICC codes to ensure consistency across building and safety regulations.
4. **Specific Provisions:**
 - **NFPA 1:** Includes detailed requirements for fire department access, water supplies, and fire protection systems, often with more specific guidelines than the IFC.

- **IFC:** While comprehensive, it may have different or less detailed provisions in certain areas compared to NFPA 1.

5. Adoption and Use:

- **NFPA 1:** Widely adopted in various jurisdictions, particularly in areas that prefer NFPA standards.
- **IFC:** Commonly adopted in jurisdictions that use the ICC family of codes, providing a unified approach to building and fire safety.

Both codes aim to enhance fire safety, but their differences in scope, integration, and specific provisions can influence which code is more suitable for a particular jurisdiction.

NFPA 1 includes a wide range of specific provisions designed to enhance fire safety. Here are a few key areas it covers:

1. Fire Department Access:

- Requirements for fire lanes, access roads, and fire hydrant locations to ensure that fire departments can quickly and efficiently respond to emergencies.

2. Building Services and Systems:

- Standards for fire alarm systems, sprinkler systems, and other fire protection systems, including installation, maintenance, and testing requirements.

3. Hazardous Materials:

- Regulations for the storage, handling, and use of hazardous materials, including flammable and combustible liquids, gases, and explosives.

4. Fire Safety During Construction:

- Guidelines for fire safety measures during the construction, alteration, or demolition of buildings, including temporary fire protection systems and fire watch requirements.

5. Occupancy-Specific Requirements:

- Detailed fire safety requirements for different types of occupancies, such as residential, commercial, industrial, and institutional buildings.

6. Emergency Planning and Preparedness:

- Provisions for emergency planning, including the development of fire safety plans, evacuation procedures, and training for building occupants.

7. Fire Prevention Programs:

- Guidelines for fire prevention programs, including public education, fire inspections, and code enforcement activities.

8. Fire Protection Features:

- Requirements for fire barriers, fire doors, and other passive fire protection features designed to contain and control the spread of fire.

These provisions help ensure a comprehensive approach to fire safety, addressing various aspects of fire prevention, protection, and emergency response.

**LETTER OF AGREEMENT
BETWEEN
CHARTER TOWNSHIP OF ALPENA
AND
FOPLC**

This Letter of Agreement is hereby made between the Fraternal Order of Police Labor Council (“Union”) and the Charter Township of Alpena (“Employer”), effective on September 2, 2025.

Intent: To amend regular working hours for bargaining unit employees and replace them with modified hours. .

WHEREAS, the Employer and Union are parties to a Collective Bargaining Agreement which is set to expire on March 31, 2026; and

WHEREAS, Article 7, Section 1 of the parties’ Collective Bargaining Agreement sets forth the work days and work hours for bargaining unit employees; and

WHEREAS, Article 7, Section 2 of the parties’ Collective Bargaining Agreement sets forth the lunch and rest periods of bargaining unit employees; and

WHEREAS, the Employer and Union now wish to modify work hours and lunch periods for a trial period.

THEREFORE, the Employer and Union mutually agree to the following:

1. Suspend Article 7, Section 1(A) while this Agreement is in effect.
2. Replace Article 7, Section 1(A) with the following language while this Agreement is in effect:

The normal hours of work for all full-time employees shall consist of forty (40) straight time hours per employee, beginning Monday and continuing for five (5) consecutive days, eight (8) hours per day, starting at 8:00 a.m. and ending at 4:30 p.m.

3. Suspend Article 7, Section 2(A) while this Agreement is in effect.

4. Replace Article 7, Section 2(A) with the following language while this Agreement is in effect:

There shall be a thirty (30) minute unpaid lunch period each work day for each employee. Lunch periods may be scheduled by the Employer upon a staggered basis so as to permit continuous operation of the Department.

5. This Agreement shall be in effect from September 2, 2025 through March 31, 2026. After this Agreement expires, Article 7, Sections 1(A) and 2(A) shall be restored.
6. The remainder of the Parties' Collective Bargaining Agreement shall remain in full force and effect while this Agreement is in effect.

AGREED.

CHARTER TOWNSHIP OF ALPENA

Abbi Kaszubowski
Township Supervisor

Date: _____

Michele Palevich
Township Clerk

Date: _____

FRATERNAL ORDER OF POLICE LABOR COUNCIL

Steve Warren
FOPLC Business Agent

Date: _____

Lynn Daoust
Local President

Date: _____

101-265-932.000

C & S Carriers INC.
P.O. Box 155
Alpena, Mi 49707 USA
9893543890
candsoffice@candscarriers.com
candsdustcontrol.com

Invoice



BILL TO

Alpena Township
Charter Township of Alpena
4385 US 23 North
Alpena, MI 49707

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
Alpena Township	07/28/2025	\$795.00	08/27/2025	Net 30	

	DESCRIPTION	QTY	RATE	AMOUNT
Dust Control	500 gallons sprayed on road going to ballfield.	795	1.00	795.00
	SUBTOTAL			795.00
	TAX			0.00
	TOTAL			795.00
	BALANCE DUE			\$795.00

Pay invoice

RECEIVED

AUG 01 2025

ALPENA TOWNSHIP
CLERK

2025 Tax Rate Request (This form must be completed and submitted on or before September 30, 2025)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Alpena	2025 Taxable Value of ALL Properties in the Unit as of 05-27-2025 458,538,548
Local Government Unit Requesting Millage Levy Charter Township of Alpena	For LOCAL School Districts: 2025 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2025 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2025 Current Year "Headlee" Millage Reduction Fraction	(7) 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating	N/A	1.29	1.0103	1.0000	1.0103	1.000	1.0103			Indef
Ex-Voted	Fire Operating	08/2018	1.500	1.0000	1.4953	1.4953	1.000	1.4953			12/2027

Prepared by Michele Palevich	Telephone Number (989) 354-3426	Title of Preparer Clerk	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☒ Clerk	Signature	Print Name	Date
☐ Secretary		Michele P. Palevich	
☒ Chairperson	Signature	Print Name	Date
☐ President		Abbi Kaszubowski	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2025 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Instructions For Completing Form 614 (L-4029) 2025 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2025 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2024 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2024 permanently reduced rate can be found in column 7 of the 2024 Form L-4029. For operating millage approved by the voters after April 30, 2024, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 6: Current Year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2025 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2025 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2025. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2025 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2025 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2025 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2025. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2025 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2025. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.



Charter Township of Alpena Clerk

ATTN: Michele Palevich/Clerk
Alpena, 49707 Michigan

1010 Technology Center Inc.

1010 US 23 N
Alpena, Michigan 49707
Telephone 989-358-6060
Fax 989-356-3064

Valid Until Date: 08-29-2025

DLC 08/18/2025
Quote No QU015724

Pos	Qty	Text	List Price	Sub Total	Discount	Net Price	Tax (%)	Tax (USD)	Total
1	5.00	HARDWARE DELL PRO SLIM DESKTOP INTEL CORE I5-14500 VPRO 16 GB RAM 512 GB SSD WINDOWS 11 PRO 3-YEAR DELL ON-SITE WARRANTY AFTER REMOTE DIAGNOSIS	835.16	4,175.80	0.00	4,175.80	0.00	0.00	4,175.80
2	5.00	HARDWARE DELL PRO 16 LAPTOP INTEL CORE 5 120U 16 GB RAM 512 GB SSD WINDOWS 11 PRO 3-YEAR DELL ON-SITE WARRANTY AFTER REMOTE DIAGNOSIS	1,251.32	6,256.60	0.00	6,256.60	0.00	0.00	6,256.60
3	7.00	HARDWARE DELL PRO DOCK	229.12	1,603.84	0.00	1,603.84	0.00	0.00	1,603.84
4	10.00	SOFTWARE MICROSOFT OFFICE 2024 HOME AND BUSINESS LICENSE FOR 1 DEVICE	285.99	2,859.90	0.00	2,859.90	0.00	0.00	2,859.90
Total									14,896.14
Discount									0.00
Net Total									14,896.14
Tax % of 14,896.14									0.00
Total with TAX									14,896.14
Shipping & Handling Charges									0.00
Taxes For Shipping and Handling									0.00
Adjustment									0.00
Grand Total (USD)									14,896.14

** Price and availability is subject to change **

Labor estimate at \$95.00 per hour - we will bill actual time only:

Low - 24.00 hrs.

High - 48.00 hrs.

Travel time billed @ \$50/hr., plus mileage billed at the annual IRS standard mileage rate.

Invoices paid after the due date will incur a 1.5% finance charge.

Any applicable shipping and handling charges will be added to the invoice.

We accept VISA, MasterCard, American Express and Discover credit cards.
There is a 3% processing fee to pay by credit card.

Your signature below according to the above terms, will authorize 1010 Technology Center, Inc. to schedule your project and order the necessary equipment. Applicable taxes and freight extra.

Name: _____ Date: _____

Title: _____ P.O.# _____

Sincerely,

Jared Finch

1010 Quote GL's

Computers	\$12,036.24	
101-101-728.000	COMPUTER (HARDWARE)	\$1,670.32
101-215-728.000	COMPUTER (HARDWARE)	\$1,480.44
101-253-728.000	COMPUTER (HARDWARE)	\$4,860.32
101-257-728.000	COMPUTER (HARDWARE)	\$835.16
101-262-728.000	COMPUTER (HARDWARE)	\$1,480.44
101-371-728.000	COMPUTER (HARDWARE)	\$1,480.44
205-336-728.000	COMPUTER (HARDWARE)	\$229.12
		\$12,036.24
Software	\$2,859.90	
101-101-956.000	DATA PROCESSING (SOFTWARE)	\$571.98
101-215-956.000	DATA PROCESSING (SOFTWARE)	\$285.99
101-253-956.000	DATA PROCESSING (SOFTWARE)	\$1,143.96
101-257-956.000	DATA PROCESSING (SOFTWARE)	\$285.99
101-262-956.000	DATA PROCESSING (SOFTWARE)	\$285.99
101-371-956.000	DATA PROCESSING (SOFTWARE)	\$285.99
		\$2,859.90
Labor Estimated / Not To Exceed	\$4,556.00	
101-101-801.000	PROFESSIONAL & CONTRACTUAL SEI	\$536.00
101-215-921.000	IT/INTERNET - DEPT. PORTION	\$536.00
101-253-921.000	IT/INTERNET - DEPT. PORTION	\$1,608.00
101-257-921.000	IT/INTERNET - DEPT. PORTION	\$268.00
101-262-921.000	IT/INTERNET - DEPT. PORTION	\$536.00
101-371-921.000	IT/INTERNET - DEPT. PORTION	\$536.00
205-336-921.000	IT/INTERNET - DEPT. PORTION	\$268.00
592-537-921.000	IT/INTERNET - DEPT. PORTION	\$268.00
		\$4,556.00

R&R Fire Truck Repair

295 Industrial Park Drive

Belleville, MI 48111

shop@rrfiretruck.com

(248) 344-4443



Invoice: 71390

Date: 7/27/2025

Bill To

Charter Township of Alpena Fire Dept.

4385 U.S. 23 North

Attn: Township Clerk

Alpena, MI 49707

P: 989-356-0297

Ship To

Charter Township of

Alpena Fire Dept.

4385 U.S. 23 North

Alpena, MI 49707

Remit Payment To

R&R Fire Truck

Repair, Inc.

295 Industrial Park

Drive

Belleville, MI 48111

Service Order	Terms	Due Date	Authorizer	Customer PO	Service Writer	Unit #
6818	Net 30	8/26/2025	Tim Baker		Soik, Mark	E-2

Item	Description	Quantity	Rate	Amount
Complaint: Driver side crew door handle sticking				
Cause: Corroded				
Labor	Correction: Cab / Door / Remove and replace exterior door handle on left side crew door, lube window tracking. Assemble door and check operation. Good to go - Completed: 7/25/2025	1.15000	\$150.00	\$172.50
Parts	Door Handle - Exterior Chrome - 0878-EE3-001	1.00000	\$572.25	\$572.25
Subtotal				\$744.75

Unit: E-2 **VIN:** 4S7CU2D9XDC076625

2013 Spartan/Smeal Metrostar

Complete Unit: 42,925 Miles**Engine:** 0 Hours**Fire Pump:** 0 Hours

Labor	\$172.50
Parts	\$572.25
Shop Supplies	\$8.00
Pre-Charge Subtotal	\$752.75
Exempt (0% of \$580.25)	\$0.00
Total	\$752.75
Payments & Credits	\$0.00
Balance Due	\$752.75

Lead Tech: Mark Soik**Technician Certificate ID:** M218775**Signature:**

Any warranties on the parts and accessories sold hereby are made by the manufacturer. You understand and agree that we make no warranties of any kind unless expressed in writing. You hereby authorize us to perform the repair work herein set forth and to purchase the necessary material and parts to perform such repair work. You agree that we are not responsible for loss or damage to your vehicle or articles left in your vehicle in case of fire, theft, or any other cause beyond our control or for any delays caused by unavailability of parts or delays in part shipments by the supplier or transporter. In addition, you agree that we are not responsible for damages to your vehicle from freezing due to lack of antifreeze. You hereby grant our employees permission to operate your vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspection. You acknowledge and agree that an express mechanic's lien on your vehicle is granted to secure payment of this invoice for the repair work detailed in this invoice.

GL # 205-336-938.000, Vehicle Maintenance



Proposal

OVERHEAD DOOR COMPANY OF ALPENA

Complete Door Design, Installation & Service

Electric Operators – Radio Control

2550 US 23 S. Alpena, MI 49707

(989)354-8316

Proposal Submitted to:	Alpena Township	Phone:	356-0297
Attn:	Chief Tim Baker	Email:	chief@alpenatownship.com
RE:	4385 US 23 N		
Date:	08-04-25		

We will supply and install:

Fire Hall:

Two OHD 12'2" x 10' double steel insulated overhead doors

Micro grooved exterior

Your choice of color: White, Almond, Sandstone, Brown, Black or Gray

Reverse angle tracks, springs and hardware

Three 24" x 12" windows

Exterior weather seals

Take down existing

Reinstall existing operators	TOTAL:	\$7,314.00
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We propose hereby to furnish material and labor complete in accordance with the above specifications. Sizes provided by the homeowner or contractor and indicated above are NOT the responsibility of Overhead Door Co of Alpena. Please insure the door sizes are accurate.

All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner will carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. This order is not subject to cancellation 3 days from the above date since it calls for made-to-measure goods. A Deposit is required for all special order products.

The balance is due in full on day of completion.

Authorized Signature: _____ Date: _____

ALPENA GLASS COMPANY INC
105 GRANT ST
ALPENA, MI 49707
(989)356-9091
Fax: (989)354-4851
Tax Id: 38-3077271

Quote: 15722
Date: 8/18/25

Customer:

ALPENA CHARTER TOWNSHIP
4385 US 23 NORTH
ALPENA, MI 49707

PH: (989)356-2851
C: (989)464-0029
palevichm@alpenatownship.com

CSR	PO	Terms	Job #
ML		NET 30	SOUTH FIRE BUILDING

Qty	Part/Description
1.00	INSULATED TEMPERED
	1 - APPROX 32" X 77" - CLEAR INSULATED SAFETY GLASS MEASURED & REPLACED INTO THE EXISTING BUILDING COMMERCIAL ALUMINUM ENTRANCE DOOR IN THE FRONT OF THE BUILDING.
	NEW GLASS INSTALLED = \$690.00 (with warranty on seal)
	GOOD USED GLASS INSTALLED = \$390.00 (No warranty on seal)
	**New glass has to be ordered & will take approx 2 weeks to receive

Cust Tax ID 38-6025441

PAYMENT TO BE MADE AS FOLLOWS: Payment in full when we call to schedule, PRIOR to installation, or when items are picked up, or after installation with prior approval by Alpena Glass Co. Quote is valid for 30 days. Prices are subject to change due to supplier price increases & this proposal may be withdrawn by Alpena Glass Co Inc without notification. ACCEPTANCE OF PROPOSAL: The above prices, sizes, specifications & conditions are accepted & Alpena Glass Co Inc authorized is to do the work as specified. Payment will be made as outlined above. Return a signed copy to proceed.

Signature_____date_____