

Board of Trustees

Budget Hearing/Special Meeting

March 31, 2015

The Alpena Township Board of Trustees Budget Hearing was held on Tuesday March 31, 2015 at 3:30pm at the Alpena Township Offices, 4385 US-23 North, Alpena, Michigan. Roll call found present: Supervisor Twite, Treasurer Diamond, Clerk Thusat, and Trustees: Poli, Fournier, Mischley, and Dunckel. Attorney James Florip was also present.

Adopt Agenda: A motion was made by Treasurer Diamond and supported by Trustee Dunckel to adopt the agenda with the following changes: Under New Business) remove Provisional Water/Sewer Rates- Adopt Resolution for 45% Increase, add item 8) Request for MATS conference and Item 9) Planning and Zoning, New member. Motion carried by unanimous vote.

Budget Hearing for the 2015-2016 Budget

Public Comment:

Lori Werda addressed the Board. She would like to see money budgeted to fix Hamilton Rd.

Larry Clark addressed the Board with a request that \$500 be put into the budget for expenses for enforcing the Blight ordinance.

Don Gilmet asked to Board to consider including \$5000 for 3 years for building code books.

Adoption of 2015-2016 Budget

A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be Resolved that the proposed budgets for the fiscal year as previously considered and prepared by the Township Board, and after hearing thereon, is hereby adopted as the Alpena Township Budget for the fiscal year April 1, 2015 through March 31, 2016. Motion carried by unanimous roll call vote. Yeas: Poli, Fournier, Twite, Mischley, Diamond, Thusat and Dunckel. Nays: None.

Supervisor's Salary - A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that, Alpena Township not having conducted an annual meeting of electors, the Supervisor's salary for the 2015-2016 fiscal year shall be \$42,157.00. Motion carried by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Thusat, Dunckel and Poli. Nays: None.

Clerk's Salary – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that, Alpena Township not having conducted an annual meeting of electors, the Clerk's salary for the 2015-2016 fiscal year shall be \$40,032.00. Motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Thusat, Dunckel, Poli and Fournier. Nays: None.

Treasurer's Salary – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that, Alpena Township not having conducted an annual meeting of electors, the Treasurer's salary for the 2015-2016 fiscal year shall be \$40,032.00. Motion carried by unanimous roll call vote. Yeas: Mischley, Diamond, Thusat, Dunckel, Poli, Fournier and Twite. Nays: None.

Trustee's Per Diem and Salary - A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that, Alpena Township not having conducted an annual meeting of electors, the Trustees shall be entitled for the 2015-2016 fiscal year a salary of \$1,109, or \$92.42 per month, plus a per diem for each meeting attended by the Trustee on Township business, including but not limited to, Township Board meetings of \$85.00 per full day (any meeting lasting longer than four(4) hours) and \$58.00 per half day (any meeting lasting four (4) hours or less. Motion carried by unanimous roll call vote. Yeas: Diamond, Thusat, Dunckel, Poli, Fournier, Twite and Mischley. Nays: None.

Planning, Zoning, Appeals and Board of Review – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that, Alpena Township not having conducted an annual meeting of electors, board members per diem shall be \$58.00 per half day (any meeting or combination of meetings lasting four (4) hours or less) and \$84.00 per full day (any meeting or combination of meetings lasting longer than four (4) hours). Board of Review will be \$100.00 per day for public day, \$90.00 per day for non-public day and \$58.00 for ½ non-public day. Chairperson and Secretary of the Planning, Zoning and Appeals Board will receive \$10.00 extra for each meeting. Motion carried by unanimous roll call vote. Yeas: Thusat, Dunckel, Poli, Fournier, Twite, Mischley and Diamond. Nays: None.

Depositories – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that the Township funds be deposited in the following institutions, in such amounts upon such terms as may be decided by the Treasurer, but so that the Township has sufficient ready funds available to meet obligations as they come due. Citizens Bank, First Federal, Chemical Bank, PNC, JP Morgan Chase and First Merit. Motion carried by unanimous roll call vote. Yeas: Dunckel, Poli, Fournier, Twite, Mischley, Diamond and Thusat. Nays: None.

Regular Meeting Dates – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that the regular meetings of the Alpena Township Board of Trustees will be held on the first Monday of each Month, unless it is a holiday, then being held the following day 7:00pm at the Alpena Township Civic Building, 4385 US 23 North, Alpena, Michigan. Be it further resolved that the Clerk post a notice of these times and dates for regular meetings within ten (10) days of the date hereof. Motion carried by unanimous roll call vote. Yeas: Poli, Fournier, Twite, Mischley, Diamond, Thusat and Dunckel. Nays: None.

Rules of Conducting Meetings – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that all meeting of the Alpena Township Board shall be conducted pursuant to the procedures of "Robert's Rules Of Order", as interpreted or modified by the Chair upon advice of legal counsel. Motion carried by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Thusat, Dunckel and Poli. Nays: None.

Attorney Retainer Agreement – A motion was made by Trustee Mischley and supported by Trustee Dunckel that it be resolved that the Township appoint the law firm of Gillard, Bauer, Mazrum, Flrip, Smigelski & Gulden and the Supervisor and Clerk are authorized to execute a Retainer Agreement. The motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Thusat, Dunckel, Poli and Fournier. Nays: None.

Public Comment: Gerald Fournier wanted to discuss proposed water rate changes but since it was removed from the agenda he said he would return when it was brought up in the future.

Minutes: It was moved by Trustee Dunckel and supported by Treasurer Diamond to approve the minutes from February 11-13, 2015 and March 2, 2015, as presented. Motion carried by unanimous vote.

Correspondence: It was moved by Trustee Dunckel and supported by Trustee Poli to receive and file the following: Alpena Township – Affidavit of Taxes Collected – 2013, Alpena County Road Commission – Local Road Funding, Alpena County Board of Commissioners – Ambulance Fund Approval, Alpena Township 5-Year Recreation Plan – State Approved, and Huron Humane Society – Minutes – March 24. Motion carried by unanimous vote.

Old Business:

Taking Pride in Alpena 2015 Project - The group would like the Board to give the Supervisor authority to sign grants for this group. After discussion it was decided that the group would bring the grant's that needed to be signed before the Board when the grants were ready.

Supervisor Twite informed the Board that there would be a need to have a special meeting for the purpose of the employee insurance coverage. Supervisor Twite will invite potential insurers to make presentations for the Board to evaluate. After some discussion it was decided that the meeting would be at 3:30pm on Monday, April 13, 2015 in the Township Boardroom.

New Business:

Alpena County Road Commission - Township Dust Control Matching Funds: The County Road Commission estimated the cost to the Township for the 2015 Dust Control Program would be \$23,000.00. A motion was made by Trustee Mischley and supported by Trustee Poli to approve the Road Agreement with the Alpena County Road Commission. Motion carried by unanimous Roll call vote. Yeas: Mischley, Diamond, Thusat, Dunckel, Poli, Fournier and Twite. Nays: None.

Letter of Support: The County Road Commission would like a letter of support for a funding request to rehabilitate the Bagley Street Bridge and replace the Werth Road Bridge over Mud Creek. A motion was made by Trustee Mischley and supported by Trustee Dunckel to send a letter of support for the funding request for the two bridges. Motion carried by unanimous voice vote.

Spring Education Conference – Supervisor Twite would like to attend the upcoming Spring Education Conference for Township Supervisors in Chelsea, MI from April 22-23, 2015. A

motion was made by Trustee Mischley and supported by Trustee Dunckel to allow Supervisor Twite to attend and pay for Mileage and Hotel costs. Motion carried by unanimous roll call vote. Yeas: Diamond, Thusat, Dunckel, Poli, Fournier, Twite and Mischley. Nays: None.

Letter of Support – A motion was made by Trustee Mischley and supported by Trustee Dunckel to send a Letter of Support for the Northeast MI Recycling Education Collaborative grant application to the DEQ. Motion carried by unanimous voice vote.

Supervisor Twite informed the Board she would like to receive approval for a letter of support she sent on behalf of the Alpena County Parks and Recreation Commission's request for Michigan DNR Trust Fund Grant funding for the major parks projects at the Alpena County Parks. A motion was made by Trustee Mischley and supported by Trustee Poli authorizing Supervisor Twite to send the letter. Motion carried by unanimous voice vote.

Request for Resolution – Supervisor Twite would like conditional support from the Board to authorize the Clerk to sign the Liquor License Transfer for the Hide-A-Way, as long as everything is in order. A motion was made by Trustee Dunckel and supported by Treasurer Diamond authorizing the Clerk to sign the Liquor License Transfer for the Hide-A-Way as long as everything is in order. Motion carried by unanimous roll call vote. Yeas: Thusat, Dunckel, Poli, Fournier, Twite, Mischley and Diamond. Nays: None.

Auditing Contract – Supervisor Twite would like authorization the Clerk and Supervisor to sign an Audit Engagement Letter for the fiscal years ending March 31, 2015, 2016 and 2017 with a fee of \$7800.00/year with Campbell Auditing CPA. A motion was made by Trustee Dunckel and supported by Trustee Mischley to authorize the Supervisor and Clerk to sign the Audit Engagement Letter from Campbell Auditing CPA for the fiscal years ending March 31, 2015, 2016 and 2017 with the fee of \$7800.00 per year. Motion carried by unanimous roll call vote. Yeas: Dunckel, Poli, Fournier, Twite, Mischley, Diamond and Thusat. Nays: None.

Department Reports:

Building Permits - 6 Building permits were issued for February 2015, generating \$1189.00 in fees for the month and a year-to-date total of 8 permits generating \$2234.00.

Electrical Permits – 6 Electrical permits were issued in February 2015 generating \$846.00 in fees and a year-to-date total of 15 permits generating \$2821.00

Fire Department:

Mutual Aid Agreement – A Motion was made by Trustee Poli and support by Trustee Fournier to allow the Supervisor to sign the Thunder Bay Firefighters Association Mutual Aid Agreement. Motion carried by unanimous voice vote.

Training Request – Ken Piper would like to attend Leadership II training in Roscommon from May 1 to May 3, 2015. A Motion was made by Trustee Dunckel and supported by Trustee Fournier to allow Ken Piper to attend the Leadership II training in Roscommon and to pay for the

Class, Lodging and Mileage. Motion carried by unanimous roll call vote. Yeas: Poli, Fournier, Twite, Mischley, Diamond, Thusat and Dunckel.

Resignation – Supervisor Twite informed the Board the Jason Reese had moved out of the area and thus has resigned. A motion was made by Trustee Mischley and supported by Trustee Dunckel to accept Jason Reese's resignation. Motion carried by unanimous voice vote.

Water Department:

Seminar – A request was made by J. Bleau to attend a Hydrant & Valve Operations Seminar on April 28, 2015 in East Jordan. A motion was made by Trustee Dunckel and supported by Trustee Poli to allow J. Bleau to attend the Seminar in East Jordan. Motion carried by unanimous roll call vote. Yeas: Fournier, Twite, Mischley, Diamond, Thusat, Dunckel and Poli. Nays: None.

New Hire – J. Bleau and Supervisor Twite would like permission to advertise, interview and hire a new full-time employee for the water department. A motion was made by Trustee Dunckel and supported by Trustee Poli to allow Jerry Bleau to advertise and interview applicants for a new full-time meter reader for the water department. Motion carried by unanimous roll call vote. Yeas: Twite, Mischley, Diamond, Thusat, Dunckel, Poli and Fournier. Nays: None.

Project Updates – Wayne Road is going forward, fire hydrant break on French Road, Lost a valve on Genshaw Rd and the valve turning program will start once they hire a third employee.

(4:50pm, Trustee Dunckel excused himself from the Meeting due to a prior commitment)

Gerald Bleau informed the Board that some companies have been using our hydrants without our permission and this is a cost to the Township. These actions are illegal and he is going to be trying to correct the problem.

Line upgrade – Thunder Bay Transportation would like to have a 12 inch line for future growth. The city wants to put in an 8 inch line. J. Bleau would recommend the upgrade to 12 inch line. A motion was made by Trustee Mischley and supported by Trustee Poli to support Gerald Bleau's recommendation and upgrade to a 12 inch line. Motion carried by unanimous vote. Yeas: Mischley, Diamond, Thusat, Poli, Fournier, and Twite. Nays: None. Absent: Dunckel.

Planning Commission:

Supervisor Twite would like to appoint Larry Dehring to the Township Planning Commission. A motion was made by Trustee Mischley and supported by Trustee Poli to appoint Larry Dehring to the Township Planning Commission. Motion carried by unanimous roll call vote. Yeas: Diamond, Thusat, Poli, Fournier, Twite and Mischley. Nays: None. Absent: Dunckel.

Training – A motion was made by Trustee Mischley and supported by Trustee Fournier to allow Trustee Poli and Larry Dehring to attend an Introduction to Planning & Zoning class in Boyne Falls on April 28, 2015, with the Township to pay for the class, per diem and mileage. Motion carried by unanimous roll call vote. Yeas: Thusat, Poli, Fournier, Twite, Mischley and Diamond. Nays: None. Absent: Dunckel.

Discussion:

Alpena to Hillman Trails update – To asphalt the trail from Bagley to the TBJH would cost the township \$14,000.00. It was decided that it was too expensive and not to pursue it.

Payment of Bills: A motion was made by Trustee Mischley and supported by Trustee Fournier to pay the bills. Motion carried by unanimous roll call vote. Yeas: Poli, Fournier, Twite, Mischley, Diamond and Thusat. Nays: None. Absent: Dunckel.

Larry Clark gave an update on the US 23 Clean-up. It will be on May 16, with May 30 as a back-up. There is some discussion about painting the old Thunder Bay Motel. The paint will be donated and there are volunteers to do it, but they need to work out some liability issues.

(5:25pm Stan Mischley excused himself for a prior commitment)

Closed Session:

A motion was made by Treasurer Diamond and supported by Trustee Poli to move into closed session for Attorney/Client Privileged Communication. Motion carried by unanimous roll call vote: Yeas: Fournier, Twite, Diamond, Thusat and Poli. Nays: None. Absent: Dunckel and Mischley.

Open Session: Motion was made by Trustee Fournier and supported by Treasurer Diamond to move into open session. Motion carried by unanimous roll call vote. Yeas: Twite, Diamond, Thusat, Poli and Fournier. Nays: None. Absent: Dunckel and Mischley.

A motion was made by Trustee Fournier and supported by Treasurer Diamond to authorize Gerald Bleau to pay up to \$6/page to get digitalized copies of the water/sewer system maps. Motion carried by unanimous roll call vote. Yeas: Diamond, Thusat, Poli, Fournier and Twite. Nays: None. Absent: Dunckel and Mischley.

Adjourn: At 5:41pm a motion to adjourn was made by Treasurer Diamond and supported by Trustee Fournier. Motion carried by unanimous vote.

Respectfully submitted

T. Juergen Thusat
Alpena Township Clerk