

ALPENA TOWNSHIP – BOARD OF TRUSTEES
REGULAR SESSION – JANUARY 03, 2017 - 7pm

MINUTES

The Alpena Township Board of Trustees met in Regular session on Tuesday, January 03, 2017 at 7 pm at the Alpena Township Offices, 4385 US 23 North, Alpena, Michigan.

Present: Supervisor Nathan Skibbe
Treasurer Laura L. Ellery-Somers
Clerk Karie K. Bleau
Trustee Cash Kroll
Trustee Norm Poli
Trustee Nate Thomson
Trustee Matt Dunckel

Absent None

Others present: Attorney Tim Gulden

ADOPT AGENDA: Motion made by Trustee Poli and supported by Trustee Dunckel to adopt the agenda with additions. All in favor. Motion carried.

PUBLIC COMMENT:

Gary Partyka of Alpena, MI commented that he will be leaving for Florida so he will not be at our meetings for a while and wishes us well. He would also like some updates regarding the water dispute. Bob Young – local business owner, made comments regarding making Alpena better. Bob is part of the South Bay Corridor group and would like to express his desire to improve all parts of Alpena – including the South corridor as well as the North corridor.

Bruce Heath owns property at 2120 Grant Street – he would like to know the status of the water issue.

MINUTES APPROVED: Minutes from December 05, 2016 and December 12, 2016. Motion made by Trustee Dunckel and supported by Trustee Thomson to approve the minutes as presented. Roll Call vote was taken: Ayes: Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, and Supervisor Skibbe. Nays: none. Motion carried.

CORRESPONDENCE: A motion was made by Trustee Dunckel and supported by Trustee Thomson to receive and file the following correspondence: Alpena Township Planning Commission meeting minutes from December 12, 2016,

Alpena County Road Commission meeting minutes from November 22, 2106, City of Alpena Fire Dept.- Letter of Appreciation, MidMichigan Health – Letter of Appreciation and Alpena Recycling Board meeting minutes from November 16, 2016. Motion carried by unanimous vote.

NEW BUSINESS:

Motion made by Trustee Dunckel and supported by Clerk Bleau to appoint Tim Gulden of the law firm Gillard, Bauer, Mazrum, Florip, Smigelski, and Gulden as the Township’s attorney. Attorney Jim Florip will continue to handle the water litigation and contract negotiations for the Fire Dept. Roll call vote: Ayes: Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Poli, Supervisor Skibbe. Naves: none. Motion Carried.

Supervisor Skibbe presented the 2017 Poverty Guidelines to the Board of Trustees for consideration. Motion made by Clerk Bleau and supported by Treasurer Ellery-Somers to adopt the 2017 Poverty Exemption guidelines and the Poverty Exemption application as presented. Roll call vote was taken: Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Supervisor Skibbe. Naves: none. Motion carried.

Information regarding the upcoming MTA Workshop in Alpena on January 26, 2017 was presented by Clerk Bleau. Motion made by Trustee Dunckel and supported by Clerk Bleau to authorize the board members to attend the MTA “New Officials Training in Alpena on Jan 26, 2017 and to offer the training to the Deputies. Roll call vote: Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Naves: none. Motion carried.

Trustee Poli addressed the board regarding an upcoming “Building a Better Budget” MTA conference in Gaylord, MI on February 1, 2017. Motion made by Trustee Dunckel and supported by Trustee Kroll to allow any Board members that want to attend the MTA conference on Feb 1st in Gaylord, to include mileage and class fee. Roll call vote was taken: Ayes: Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Naves : none. Motion carried.

Supervisor Skibbe informed the Board that three bids for plowing the Bi Paths have been received and reviewed with the DPW Director Jerry Bleau. Bleau’s recommendation is to accept the bid from Goodrich Trucking. Motion was made by Trustee Thomson and supported by Trustee Dunckel to accept bid from

Goodrich Trucking for snowplowing the South and West Bi Path for the 2017 winter season. Roll call vote was taken. Ayes: Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Nays: none. Motion carried.

Clerk Bleau presented information to the Board regarding the John Hancock Group Pension Plan Year end date. The current plan year is from Aug 1st – July 31st which is not consistent with Alpena Townships' fiscal year or the calendar year. There has been a recommendation that the plan year be changed to the calendar year so as to coincide with the payroll year. The resolution is to accept a short plan year for 2016 of Aug 1-Dec 31, 2016. Motion was made by Treasurer Ellery-Somers and supported by Trustee Dunckel to change the plan year and authorize the Clerk Bleau to sign the resolution. Roll Call vote was taken: Ayes: Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Nays: none. Motion carried.

Supervisor Skibbe presented information to the Board regarding the need to appoint a Liaison from the Board of Trustees to the Planning Commission. Motion made by Trustee Dunckel and supported by Trustee Kroll to reappoint Norm Poli to the Planning Commission Board for a 4 year term beginning Nov. 20, 2016 through Nov 20, 2020. Motion carried by unanimous vote.

Supervisor Skibbe informed the Board that there is a vacancy on the Recycling Board that needs to be filled. Motion made by Clerk Bleau and supported by Trustee Poli to appoint Treasurer Ellery-Somers to Recycling Board. Motion carried by unanimous vote.

Treasurer Ellery-Somers informed the Board that Alpena Township does not have a policy regarding the handling of non-sufficient fund checks and has presented a procedure per Michigan statute. Motion was made by Trustee Poli and supported by Trustee Kroll to approve the NSF policy and procedure. Roll call vote: Ayes: Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Supervisor Skibbe. Nays: none. Motion carried.

Supervisor Skibbe informed the Board that the Fire Code ordinance has been completed and is ready for review and adoption. The ordinance aligns with International Fire Code guidelines. Motion was made by Trustee Thomson and supported by Trustee Poli to adopt Ordinance # 129- Fire Code. Attorney Gulden will handle the necessary publication. Roll Call vote was taken. Ayes: Trustee

Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Poli, Supervisor Skibbe. Nays: none. Motion carried.

Department Reports:

Fire Dept – Chief Kevin Osbourne

Chief Osbourne offered information regarding a year- end Fire/EMS run report for 2016. He reports that runs have increased for the past 2 years. Chief Osbourne informed the Board that a Temporary EMT/FF position has been created to try to control some of the overtime costs and stress on current full time staff to cover the shifts of a vacant position. He informed the Board that a Temporary EMT/FF Position has been filled, by contract, with Tom Tolen.

Water Dept – DPW Director – Jerry Bleau

Mr. Bleau addressed the public concerns regarding the status of the lawsuit with information regarding the pending mediation and promised to inform the public as new developments and information becomes available.

DPW Director Bleau requested to increase the insurance coverage for the Water Towers/Lift Stations. He has been working with Lappan Agency regarding coverages for equipment for replacement costs, as replacement costs are not currently included in the current policy. The additional premium is about \$203.00 annually. Motion made by Trustee Thomson and supported by Treasurer Ellery-Somers to authorize the DPW Director to add the insurance coverage to the Water Towers/Lift Stations. Roll call vote was taken. Ayes: Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Supervisor Skibbe. Nays: none. Motion carried.

DPW Director Bleau informed the Board that interviews for the Meter Reader position have been conducted. Mr Bleau's recommendation is to hire Marshal Suszek as the Meter Reader. Motion made by Trustee Dunckel supported by Trustee Thomson to extend an offer of employment to Marshal Suszek. Roll call vote was taken. Ayes: Treasurer Ellery-Somers, Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Supervisor Skibbe. Nays: none. Motion carried.

Mr. Bleau informed the Board that he received and reviewed applications to replace the Cleaning personell that resigned in November 2016. Mr. Bleau also requested bids from cleaning services to perform the necessary cleaning services for the Township office. Bleau recommends using a cleaning service. The best service for the dollars is using Service Master. Their bid is less than the Township

has been paying the cleaning staff for the past 20 years. Motion made by Clerk Bleau and supported by Treasurer Ellery-Somers to contract with Service Master to clean the office for one year from the date the contract is signed with 30 days notice to terminate the contract if desired. Roll call vote was taken. Ayes: Trustee Kroll, Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Supervisor Skibbe. Nays: none. Motion carried.

Mr. Bleau reported to the Board that a Maintenance form has been created for staff to request/suggest and to help track Maintenance projects.

Treasurer Ellery Somers presented a Treasurers Report with the current balances in the accounts as of November 30, 2016.

PUBLIC COMMENT: Bev Pusateri commented regarding the Fire Code 129. She wants to know if the ordinance is going to solve the issue that they are having with burning in their neighborhood. Supervisor Skibbe addressed Ms. Pusateri that the Township would have a better stance on giving offenders an infraction with the new Fire Code ordinance.

PAYMENT OF BILLS: Motion was made by Trustee Kroll and supported by Trustee Thomson to pay the bills. Clerk Bleau will provide bills to be paid monthly prior to the Board meetings. Roll call vote was taken: Ayes: Trustee Dunckel, Trustee Poli, Trustee Thomson, Clerk Bleau, Treasurer Ellery-Somers, Trustee Kroll, Supervisor Skibbe. Nays: none. Motion carried.

ADJOURMENT:

Motion was made by Clerk Bleau and supported by Trustee Poli to adjourn the meeting. Motion was carried by unanimous vote. Meeting adjourned at 8:05 pm

Respectfully submitted,

Karie Bleau
Alpena Township Clerk