

**CHARTER TOWNSHIP OF ALPENA  
BOARD OF TRUSTEES**

**SPECIAL MEETING – July 17, 2023 – 1:00 PM**

**CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
ADOPTION OF AGENDA  
PUBLIC COMMENT**

**CONSENT AGENDA**

**Payment of Bills**

**Minutes** – June 26, 2023 (Regular)

**Department Reports:** Clerk, Treasurer, Supervisor, Building, Fire, Water

**Correspondence:**

- a. Department of Environment, Great Lakes and Energy Letter – Sandbags
- b. Gillard, Bauer, Mazrum, Florip, Smigelski, & Gulden Letter
- c. Long Lake Association Thank you
- d. Federal Energy Regulatory Commission Letter

**OLD BUSINESS**

- A. Paid on Call Raise - Tiers

**NEW BUSINESS**

1. Insurance Renewal
2. Safe Streets of All Grant Application
3. Compensation Commission Committee Appointments
4. Fleis & Vandenbrink - Proposal to Complete a USDA Funding Application for a Water System Project
5. Fire Department – Kenwood Portable Radio Purchase

**CLOSED SESSION – ATTORNEY/CLIENT PRIVILEGE – Water Litigation**

**PUBLIC COMMENT**

**DISCUSSION**

**ADJOURNMENT**

Zoom Meeting

1-646-558-8656

<https://us06web.zoom.us/j/89051857279?pwd=ToNudytSSjhjRXNFd09lcmxoZTZQZz09>

Meeting ID: 890 5185 7279

Passcode: 071723

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

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

T. Gulden

Alpena News  
Bay 108  
WATZ

## **PUBLIC MEETING PARTICIPATION RULES**

1. Please wait for the Supervisor to acknowledge you before you speak.
2. Begin by stating your name.
3. If participating by teleconference/video conference, please follow steps 1 & 2 for accurate minutes.
4. Give us your comments or opinions on the issues being discussed.
5. 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.
6. Please be respectful of the board, speakers, and your neighbors.

Again, thank you for attending.

Nathan Skibbe  
Supervisor

**OFFICIAL PROCEEDINGS  
OF  
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES  
June 26, 2023 – 6:00 p.m.  
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, June 26, 2023, at 6:00 p.m. at the Charter Township of Alpena Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Nathan Skibbe  
Clerk Michele Palevich  
Treasurer Laura Ellery-Somers  
Trustee Steve Lappan  
Trustee Norm Poli  
Trustee Russ Rhynard

Absent: Trustee Cash Kroll (Excused)

Others present: Attorney Tim Gulden  
Attorney Helen Mills

Supervisor Nathan Skibbe called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

**ROLL CALL**

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

**AGENDA**

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Norm Poli to approve the agenda with the addition of New Business #9 International Association of Fire Fighters Tentative Agreement and move Public Comment before Closed Session. Voice Vote. Motion carried by unanimous voice vote.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

Consent Agenda included: Payment of Bills, Minutes – May 22, 2023 (Regular), Department Reports and Correspondence: Zoning Board of Appeals Minutes – May 16, 2023, Alpena Power Company – Notice of Hearing, University of Michigan – Survey Letter, Elizabeth Littler Letter and Planning Commission Minutes – June 12, 2023. Moved by Trustee Norm Poli and supported by Trustee Russ Rhynard to approve payment of the bills, approve Board of Trustee minutes and receive and file department reports and correspondence as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve

Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**ADOPTION OF ORDINANCE NO. 153  
Local Officials Compensation Commission Ordinance**

Attorney Tim Gulden presented the Township Board with Ordinance No. 153, Local Officials Compensation Commission Ordinance, to create a compensation commission to determine salaries of elected Charter Township of Alpena officials, as provided in Section 6a of Michigan Act 359 of 1947 (MCL 42.6a), as amended. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to adopt Ordinance No. 153, Local Officials Compensation Commission Ordinance. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**ADOPTION OF RESOLUTION TO IMPLEMENT  
LOCAL OFFICIALS COMPENSATION COMMISSION ORDINANCE**

Attorney Tim Gulden presented the Township Board with Resolution to Implement Local Official Compensation Commission Ordinance. Moved by Trustee Steve Lappan and supported by Clerk Michele Palevich to adopt the Resolution to Implement Local Official Compensation Commission Ordinance as presented with the addition of September 1, 2023, be the initial meeting date. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**LIGHTING CONVERSION QUOTES**

Supervisor Nathan Skibbe presented the Township Board with quotes for LED lighting in the Township offices. Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to approve the lighting upgrade quote from Thunder Bay Electric, Inc. in the amount of \$3,165.00 to be paid from GL #101-265-931.000, Maintenance & Repair Building. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**MICHIGAN TOWNSHIP ASSOCIATION -DUES**

The Township Board was presented with an invoice from Michigan Townships Association for the annual dues. Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to pay the Michigan Townships Association annual dues in the amount of \$7,318.00 to be paid from the GL numbers as allocated in the table as presented. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

## **BUDGET ADJUSTMENT**

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

## **POLICY & PROCEDURES COMMITTEE – MANUAL UPDATE**

The Policy & Procedure Committee presented the Township Board with updates to the Policy and Procedures Manual for the following sections: Drug Policy, Financial Reports Section 4.1 through 4.12, Credit Card Use Policy 4.56, Credit Cardholder Agreement and Smoking Section 8.11. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to approve the manual updated as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

## **MID-WEST INNOVATORS INC. – M-32 BENCHES QUOTE**

Supervisor Nathan Skibbe presented the Township Board with a quote for the painting of benches on M-32 W. Moved by Trustee Norm Poli and supported by Supervisor Nathan Skibbe to approve the quote from Mid-West Innovators, Inc. to paint 12 benches on M-32 W in the amount of \$5,400.00 to be paid from GL#101-265-930.000, Bi-Path Maintenance. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

## **FIRE DEPARTMENT – PAID ON CALL RAISE**

Chief Mark Hansen presented the Township Board with a proposal to increase the Paid-on-Call pay to a \$26.00 flat fee for the first 2 hours of a call, \$15.00 per hour for any time over 2 hours and \$15.00 per hour for training to be paid in 15 minutes increments. Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to approve the pay raise as presented and for Chief Mark Hansen to present the Board with a 3-tiered pay schedule based on training and documentation of tracking of time to be presented at the Board of Trustees meeting on July 24, 2023. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

## **FIRE DEPARTMENT – DNR VOLUNTEER FIRE CAPACITY GRANT PROGRAM**

Chief Mark Hansen informed the Township Board that a DNR Volunteer Fire Capacity Grant was applied for. The grant is a matching fund grant for up to \$4,999.00. Should the grant be awarded the matching expenditure should be paid from GL #205-336-974.000, Equipment.

**FIRE DEPARTMENT – MICHIGAN MUTUAL AID BOX ALARM SYSTEM (MABAS)  
AGREEMENT**

Chief Mark Hansen recommended the Township join the Michigan Mutual Aid Box Alarm System (MABAS). Moved by Trustee Russ Rhynard and supported by Treasurer Laura Ellery-Somers to table MABAS for additional information to the Board of Trustee’s meeting on July 24, 2023. Voice Vote. Motion carried by unanimous voice vote.

**FIRE DEPARTMENT – INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS  
TENTATIVE AGREEMENT**

The Township Board was presented with a Tentative Agreement with the International Association of Fire Fighter (IAFF) Local 1859. Personnel Committee members Supervisor Nathan Skibbe and Clerk Michele Palevich recommended approval of the agreement. Attorney Helen Mills gave a summary of the tentative agreement to the Township Board. Moved by Trustee Russ Rhynard and supported by Clerk Michele Palevich to ratify the International Association of Fire Fighter (IAFF) Local 1859 2-year Tentative Agreement as presented. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**PUBLIC COMMENT**

None.

**CLOSED SESSION**

Attorney/Client Privilege

Moved by Clerk Michele Palevich and supported by Treasurer Laura Ellery-Somers to enter closed session in order to consult with the Township attorney regarding a written legal opinion. Roll call vote was taken. AYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: None. Absent: Trustee Cash Kroll. Motion carried unanimously.

**The Township Board entered closed session at 7:38 p.m.**

**The Township Board left closed session at 9:06 p.m.**

**DISCUSSION**

None.

**ADJOURNMENT**

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to adjourn.  
Voice Vote. Motion carried unanimously. Meeting adjourned at 9:07 p.m.

---

Clerk Michele P. Palevich

---

Supervisor Nathan Skibbe

## CLERK'S REPORT FOR JUNE, 2023

3 FOIA Requests

Northeastern Michigan Materials Management Authority meeting

HSA semiannual deposit

Quarter Payroll Changes

Pre-Insurance Renewal meeting with Assured Partners

1 Personnel Committee meeting and IAFF mediation

Audit preparation

Board of Trustees – regular meeting – agenda and minutes

Elections:       Quality Voter File (QVF) maintained

                  Voter registrations

Back up for Building Department Administrative Assistant

Answer/direct fall through phone calls

Order Office Supplies

Forward Assessing Department Mail to Berg Assessing

Processed Payroll and payroll reports/payments

Approved ACH water/sewer payments

Accounts payable

Upload meetings to Youtube

Maintain website



**Charter Township of Alpena  
Treasurer's Report June 2023  
Board Meeting July 17, 2023**

Intergovernmental Council – Township hosted

Policies and Procedures Committee Meeting

Electronics Day-NMMMA-Recycling

Treasurer's Dinner hosted by Alpena County Treasurer

Processed ACH water/sewer payments

Pre-Audit work

Received Revenue Sharing check \$164,888.00

MMTA Treasurer to Treasurer

Bank Reconciliations are complete

BS&A updates

Board Meeting-monthly

Accounts Payable/Payroll

PNC Reverse Positive Pay

Financial reports and water/sewer write off's

Disburse township Checks

Deposit township revenues in

Timesheet/PTO approval

Collect delinquent personal property tax

Collect mobile home specific tax

\*Financial reports were emailed to board members

- 1) Payment of the Bills (did not send in April-no board meeting)
- 2) Revenue/Expenditure Report
- 3) Check Register
- 4) Cash Summary Report

## Supervisor's Report 7.17.2023

Completed the survey for our Master and Recreation Plans  
Attended three Team meetings with BLM to discuss conveyance and kiosk placement  
Attended several webinars  
Conducted numerous site plan reviews in both residential and commercial developments  
Attended Chamber GMA at TBTA  
Preparing application for USDA request for meter replacement  
Personnel Committee meetings  
Huron Engineering and I submitted the SS4A grant  
Conducted numerous site visits for blight  
Met with the Lt. Governor to discuss small business opportunities  
Prepared a ZBA case (which then withdrew)  
Conducted a FD interview  
Ran two Target Board meetings  
Directed resident who has been on my blight list since 2016 to build a pole barn and go before the PC  
Working with Nico (NEMCOG) to fund a comprehensive traffic study  
Preparing quotes for additional LED lighting  
Finalizing quotes for cabinetry completion  
Working with Tim on Verizon contract for M32 tower  
Working with CRTC partners on their operation upcoming  
Assisting developer on land acquisition for EDC  
Starting conversation with Holcim subcontractors on a solar farm project  
Securing quote for security camera expansion  
Working with Denise Cline (NEMCOG) on amendments to Ordinance 142  
Assisted Huron Pines with finalizing land acquisition and tax exemption  
Finalized the Lake Huron Forever pledge and will bring it before the Board in August  
Preparing options for land sales

- What Board members would like to visit Thunder Bay Island in the near future?

### Monthly Permit Comparison Report

Record Type	June 2022		June 2023	
	#	Revenue	#	Revenue
Building	41	\$ 17,212.00	46	\$ 82,386.00
Electrical	16	\$ 4,382.00	10	\$ 2,688.00
Mechanical	19	\$ 3,635.00	15	\$ 3,068.00
Plumbing	8	\$ 1,558.00	6	\$ 1,457.00
<b>TOTALS</b>	<b>84</b>	<b>\$ 26,787.00</b>	<b>77</b>	<b>\$ 89,599.00</b>

<b>GAIN and/or LOSS</b>			<b>-7</b>	<b>\$ 62,812.00</b>
-------------------------	--	--	-----------	---------------------

### YTD Permit Comparison Report

YTD 2022		YTD 2023	
#	Revenue	#	Revenue
136	\$ 76,332.00	141	\$ 147,541.00
69	\$ 13,478.00	74	\$ 16,035.00
103	\$ 16,975.00	86	\$ 18,226.00
25	\$ 4,777.00	38	\$ 8,420.00
<b>333</b>	<b>\$ 111,562.00</b>	<b>339</b>	<b>\$ 190,222.00</b>

		<b>6</b>	<b>\$ 78,660.00</b>
--	--	----------	---------------------



July 17, 2023


## Fire Department Board Report

1. Chief inspected a citizen complaint at Home Depot of main driveway and fire lanes being blocked with merchandise. Also, rear of store Fire Department connections were blocked. Gave verbal notice to managers.
2. Chief attended MABAS Michigan Mutual Aid Box Alarm System planning meeting at City of Alpena Fire Department.
3. Chief took trip to Rose Lake to pick up axle for Brush Truck.
4. Provided FOIA for Township Clerk.
5. Participated in a Safecom Nation Wide Survey.
6. Chief wrote and presented draft staffing options to Personnel Committee.
7. Chief wrote draft position descriptions and presented to Personnel Committee.
8. Chief attended Fire Instructors Cadre meeting at ACC.
9. Several members attended the Northeast Michigan Medical Control Authority mandatory protocol update training at My Michigan June 21.
10. Several members of the Department participated in the MDA Fill The Boot Campaign and raised over \$2000.
11. Several members attended the Northeast Michigan Medical Control Authority mandatory protocol update training at My Michigan June 21.
12. Chief updated all SMOKE information in State Training Website.
13. Chief updated all Medical information in Michigan Department of Health and Human Services Website.

Respectfully,

Mark Hansen, Fire Chief



Charter Township of Alpena Fire Department 

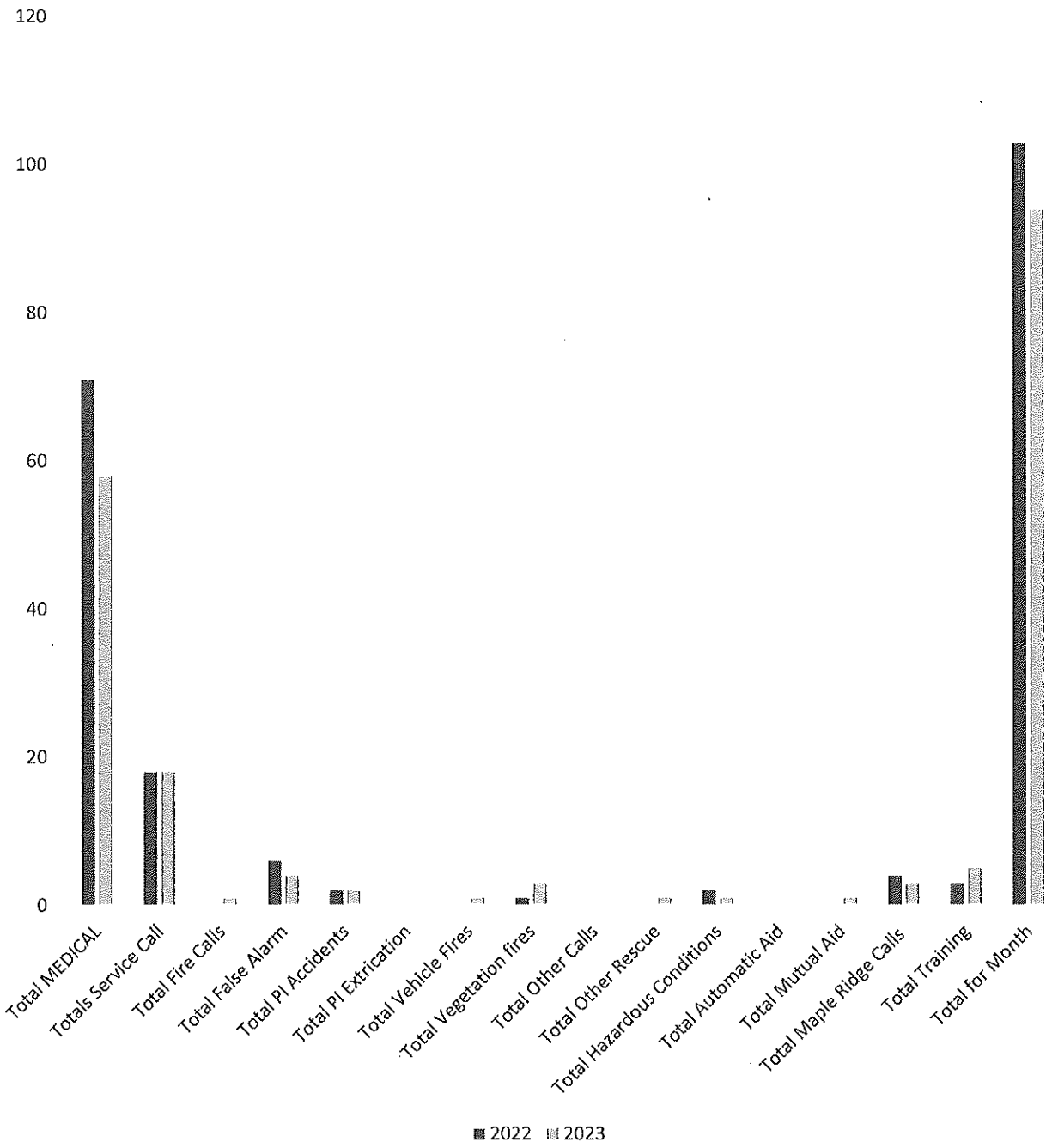
Run Totals

June 2022-2023

June	2022	2023	YTD 2022	YTD 2023
Total MEDICAL	71	58	437	394
Totals Service Call	18	18	101	107
Total Fire Calls	0	1	3	7
Total False Alarm	6	4	32	19
Total PI Accidents	2	2	23	25
Total PI Extrication	0	0	1	2
Total Vehicle Fires	0	1	0	3
Total Vegetation fires	1	3	8	9
Total Other Calls	0	0	0	4
Total Other Rescue	0	1	0	3
Total Hazardous Conditions	2	1	8	14
Total Automatic Aid	0	0	0	0
Total Mutual Aid	0	1	7	7
Total Maple Ridge Calls	4	3	11	16
Total Training	3	5	12	25
Total for Month	103	94	643	635

MAA

### June 2022-2023



Submitted to

*Charter Township of*



Operating Report for  
June 2023



2960 Lucerne Dr., SE Grand Rapids, MI 49546



July 11, 2023

Mr. Nathan Skibbe  
4385 US-23 North  
Alpena, MI 49707

**SUBJECT: Charter Township of Alpena Operations Report for June 2023**

Dear Mr. Skibbe:

FVOP is pleased to submit a summary of our operations in the Charter Township of Alpena for June 2023. 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

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](http://www.fv-operations.com)



## **EXECUTIVE SUMMARY**

The June 2023 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 2022 – August 2023 total \$76,745.96 through June 2023. The Maintenance Allowance has been adjusted from \$250,000 annually to \$125,000 annually at the request of the Township. A copy of the Maintenance Allowance report is included in Attachment B.

A tabulation of all water and sewer Work Orders completed during through June 2023 is provided in Attachment A.

## **OPERATIONAL HIGHLIGHTS**

June 1 – FVOP staff continued to fill the M-32 water tower following the completion of the painting project.

June 1 – FVOP staff were called out to Fox Farms Subdivision for a sewer back up. FVOP staff utilized the Township's sewer jetter to clear the backed-up sewer.

June 2 – The M-32 water tower was filled to the overflow point for disinfection following the completion of the painting project.

June 3 – FVOP staff started to drain the M-32 water tower to remove any VOC (Volatile Organic Compounds) from the interior painting process.

June 4 – The M-32 water tower was completed drained.



*Water Overflow at the M-32 Water Tower*

June 5 – FVOP staff started to fill the M-32 water tower for the second time.

June 5 – FVOP staff performed site restoration at 1411 Ferncliff Lane.

June 5 – FVOP staff were called out to 108 Arizona Road for low water pressure in a home. FVOP staff found the water service was leaking on the Township side of the curb stop. Replacement of the service line from the main to the curb stop was scheduled.

June 6 – FVOP staff worked with Alcona Septic to pump and haul accumulated wipes and grease that were found in the Fox Farms Subdivision sewer during the sewer back up.

June 6 – FVOP staff attended an MDOT pre-construction meeting at the intersection of 3<sup>rd</sup> Street and Bagley Street.

June 7 – The M-32 water tower was filled to the overflow point for the second time following the completion of the painting project..

June 7 – FVOP staff worked with Bedrock Construction to replace a leaking service line at 108 Arizona Road.

June 8 – FVOP staff collected the first round of bacteriological testing samples from the M-32 water tower.

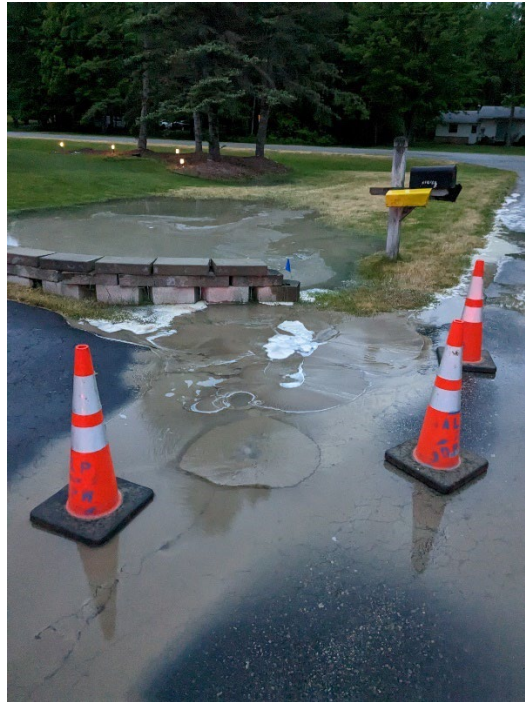
June 9 – FVOP staff collected the second round of bacteriological testing samples at the M-32 water tower.

June 9 – FVOP staff performed site restoration at 2337 Werth Road.

June 10 – FVOP staff received the results of both samples collected from the M-32 water tower, which were non-detect for total coliform bacteria. The water tower was returned to normal operation and the Bagley Street and M-32 bypass was closed.

June 11 – FVOP staff responded to an emergency call from 100 Foxboro Drive for water boiling in the ditch line. FVOP staff found the leaking water service line and scheduled it to be repaired the next morning.

June 12 – FVOP staff work with Bedrock Construction to replace a leaking service line at 100 Foxboro Drive.



*Leak found at 100 Foxboro Drive*

June 13 – FVOP staff performed a site restoration at 3289 US-23 South.

June 14 – FVOP staff installed a new cellular modem at the Princeton lift station to restore communication with the SCADA system.

June 16 – FVOP staff took back scrap metal to A&L scrap yard, and turned the check from the proceeds into the Alpena Township Treasurer's office.

June 18 – FVOP staff responded to a possible water leak at 715 Shelly Street. FVOP staff found the leak to be on the private side of the water service line. The water service was shut off until repairs could be completed.

June 19 – FVOP staff started site restoration at 1316 M-32.

June 20 – FVOP staff witnessed the new service line at 715 Shelly Street, and turned the curb stop on once the repairs were completed.

June 21 – FVOP staff worked with MacArthur Construction to repair a leaking service line for a vacant lot located on North Partridge Point Road.

June 21 – FVOP staff pulled pump #1 at Wyndham Gardens lift station #3. FVOP staff removed wipes and other debris from the pump and returned the pump to service.

June 21 – FVOP staff removed pump #1 at the Harbor Drive lift station. FVOP staff found debris had caused the pump to be bound up. Staff removed the debris and returned the pump to service.

June 22 – FVOP staff finish up restoration at 1316 M-32.

June 29 – FVOP staff were called out to Harbor Drive lift station. Troubleshooting revealed that the lift station had an electric phase outage, which caused the pumps not to operate. FVOP staff contact Alpena Power to correct the issue. FVOP staff used the mobile generator to operate the lift station until Alpena Power could resolve the phase issue.

Attachment A

# **Work Order Summary**



Attachment B

# Maintenance Allowance Update

## ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2022-2023

Contract Year 2022-2023:	\$ 125,000.00
Remaining Fund from 2021-2022:	\$ -
Beginning Total:	\$ 125,000.00
Total Spent:	\$ <b>76,745.96</b>
Remaining Fund:	\$ <b>48,254.04</b>

### September 2022

Fitzpatrick's Hardware	50 pound fast concrete mix (2) for Crittenden Court cut and cap	\$	20.67
Ferguson Enterprises	5/8" X 3/4" water meters (20)	\$	3,212.58
Kerr Pump	4-inch discharge gasket Princeton lift station	\$	216.89
Kendall Electric	Alternator relay for Townsend Drive lift station	\$	150.12
The Home Depot	Sawzall blades	\$	28.91
Fitzpatrick's Hardware	Garden hose repair in DPW garage #2	\$	6.02
Fitzpatrick's Hardware	New handle for pickaxe that broke	\$	17.71
The Home Depot	Sawzall blades	\$	12.96
The Home Depot	Bolts and nuts for red DPW trailer jack	\$	14.50
Harbor Freight	Wire brush kit	\$	13.32
USA Blue Book	Blue Miss Dig flags	\$	109.02
<b>Total September</b>			<b>\$ 3,802.70</b>

### October 2022

Alpena Supply	2-inch water service line for Marshalls	\$	982.56
Ferguson Enterprises	2-inch meter flanges for Marshalls	\$	175.62
Ferguson Enterprises	Water service corporations	\$	608.96
Ferguson Enterprises	Water meter install parts	\$	80.04
Fitzpatrick's Hardware	Di-electric grease for lift station meters	\$	13.34
Huron Engineering	Density testing multiple sites (May & June 2022)	\$	2,020.73
Ferguson Enterprises	1.5-inch meter for Harbor Drive	\$	831.29
Fitzpatrick's Hardware	Parts for curb stop replacement at 2733 Werth Road	\$	37.80
Alcona Septic	Clean force main at Princeton lift station	\$	210.00
Oudbier Instrument Co.	Replacement flow meter for Princeton lift station	\$	4,922.93
Oudbier Instrument Co.	Annual master meter calibrations	\$	475.13
F&V Operations	Restoration at 1237 Crestview Drive and 2651 Pearl Road	\$	802.50
FedEx	Meter testing shipping	\$	12.78
FedEx	Meter testing shipping	\$	14.68
<b>Total October</b>			<b>\$ 11,188.36</b>

### November 2022

F&V Operations	Restoration at 2333 Sandy Lane	\$	642.00
Alpena Supply	Replacment section of force main pipe for Princeton lift station	\$	161.72
AIRGAS USA LLC	Acetylene for Township torch	\$	35.07
Ferguson Enterprises	Straight 3/4" water meter	\$	270.08
Fitzpatrick's Hardware	Snow shovels for lift stations	\$	28.92
Fitzpatrick's Hardware	Straw for excavation site restorations	\$	12.24
Fitzpatrick's Hardware	Hitch pin for Township trailer	\$	5.55
FedEx	Meter testing shipping	\$	14.26
Alcona Septic	Pump and haul Princeton lift station for pipe replacement	\$	945.00
Bedrock Excavation	Topsoil for 2333 Sandy Lane restoration	\$	131.25
Bisbee Infrared Services	Lift station and booster station infrared inspection	\$	577.50
FedEx	Meter testing shipping 1142 Pine	\$	13.58
M.E. Simpson Co.	Water meter testing (2)	\$	135.48



## ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2022-2023

Contract Year 2022-2023:	\$ 125,000.00
Remaining Fund from 2021-2022:	\$ -
Beginning Total:	\$ 125,000.00
Total Spent:	\$ <b>76,745.96</b>
Remaining Fund:	\$ <b>48,254.04</b>

### November 2022 con't

<b>Alpena Supply</b>	Fire hose adapter for equipment washing	\$	110.25
<b>Builders First Source</b>	Mini-excavator rental	\$	278.25
<b>The Home Depot</b>	Fire hose adapter for equipment washing	\$	9.39
<b>US Blue Book</b>	Miss Dig flags, probing rod	\$	136.43
<b>Alpena Supply</b>	Returned wrong adapters	\$	(60.63)
<b>Total November</b>			<b>\$ 3,446.34</b>

### December 2022

<b>F&amp;V Operations</b>	544 Michigan Avenue curb-stop repair	\$	749.00
<b>Alpena Diesel Service</b>	Township dump trailer brakes and wiring	\$	1,665.95
<b>Builders First Source</b>	Mini excavator rental	\$	333.90
<b>Builders First Source</b>	Mini excavator rental - refund half day	\$	(111.30)
<b>Amazon Marketplace</b>	LED replacment lights - lift stations	\$	77.90
<b>Alpena Supply</b>	Water meter wire	\$	294.95
<b>Fitzpatrick's Hardware</b>	Township trailer hitch pin	\$	5.55
<b>Fitzpatrick's Hardware</b>	Nuts, bolts for Lay lift station	\$	31.34
<b>Fitzpatrick's Hardware</b>	Nuts, bolts for Lay lift station	\$	7.72
<b>Fitzpatrick's Hardware</b>	Ball valve and hinge Lay lift station	\$	52.66
<b>Fitzpatrick's Hardware</b>	Butt connectors for water meters	\$	12.79
<b>Fitzpatrick's Hardware</b>	Couplings	\$	21.79
<b>Fitzpatrick's Hardware</b>	20 foot section 3 1/4 inch PVC pipe	\$	22.71
<b>Fitzpatrick's Hardware</b>	Piper Tower heat tape	\$	11.12
<b>Fitzpatrick's Hardware</b>	Booster station mouse traps	\$	5.00
<b>Huron Engineering</b>	Density testing Tamarack Road (August 2022)	\$	194.25
<b>Huron Engineering</b>	Density testing Clinton & Colorado (August 2022)	\$	299.25
<b>M.E. Simpsons Co</b>	1142 Pine Road meter test	\$	77.23
<b>Bedrock Excavation</b>	1090 Crooked Tree Drive (8/13/2022)	\$	25,235.06
<b>State Street Wash &amp; Lube</b>	Oil change on Township's truck	\$	71.09
<b>Citgo</b>	Diesel fuel for generators	\$	35.18
<b>Huron Engineering</b>	Density testing Princeton Avenue	\$	207.38
<b>Huron Engineering</b>	Density testing Sandy Lane	\$	165.90
<b>Total December</b>			<b>\$ 29,466.42</b>

### January 2023

<b>Fitzpatrick Hardware</b>	Maintenance supplies for Township's plate compactor	\$	24.56
<b>Ferguson Enterprises</b>	2-inch meter for Marshalls	\$	1,195.29
<b>Ferguson Enterprises</b>	1-inch pit meter	\$	390.00
<b>Ferguson Enterprises</b>	Meter couplings	\$	619.50
<b>Fitzpatrick Hardware</b>	Red reflectors	\$	5.54
<b>Huron Engineering</b>	Density testing Ferncliff	\$	155.40
<b>Total January</b>			<b>\$ 2,390.29</b>

## ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2022-2023

Contract Year 2022-2023:	\$ 125,000.00
Remaining Fund from 2021-2022:	\$ -
Beginning Total:	\$ 125,000.00
Total Spent:	\$ <b>76,745.96</b>
Remaining Fund:	\$ <b>48,254.04</b>

### February 2023

<b>Fitzpatrick Hardware</b>	Generator oil	\$	12.88
<b>Fitzpatrick Hardware</b>	Replacement mailbox for MacArthur excavation on Mac Avenue	\$	36.72
<b>Fitzpatrick Hardware</b>	Mailbox numbers Mac Avenue	\$	2.30
<b>Fitzpatrick Hardware</b>	Island lift station heater	\$	35.61
<b>Fitzpatrick Hardware</b>	Bri-Mar dump trailer paint	\$	75.86
<b>Home Depot</b>	Replacement UPS for M-32 Booster Station	\$	67.32
<b>FedEx</b>	Shipping for water meter testing	\$	15.55
<b>Total February</b>			<b>\$ 246.24</b>

### March 2023

<b>Fitzpatrick Hardware</b>	Connector swivel	\$	4.44
<b>Fitzpatrick Hardware</b>	Trailer paint (additional)	\$	64.54
<b>Home Depot</b>	Washer for Booster Station valve	\$	4.80
<b>Citgo</b>	Fuel for Township-owned equipment	\$	35.11
<b>Ferguson Enterprises</b>	Lid for 2-inch meter pit for resort water service	\$	266.51
<b>Fitzpatrick Hardware</b>	Pipe cap for Wyndham Garden lift station	\$	4.78
<b>Fitzpatrick Hardware</b>	Pressure gauge and bushings	\$	32.46
<b>M.E. Simpson</b>	Water meter test	\$	77.31
<b>Standard Electric</b>	Wire for Booster Station low suction switch	\$	46.61
<b>Home Depot</b>	1/4" tubing for Booster Station	\$	25.83
<b>ZORO TOOLS INC</b>	Lovejoy coupling for Booster Station	\$	216.69
<b>Total March</b>			<b>\$ 779.08</b>

### April 2023

<b>Fitzpatrick Hardware</b>	Ball valves and pipe nipples for Booster Station	\$	25.66
<b>Fitzpatrick Hardware</b>	Additional pipe fittings for Booster Station	\$	4.22
<b>Grainger</b>	PRV (pressure relief valve) for M-32 water tower project	\$	2,130.23
<b>Grainger</b>	Credit for wrong PRV sent	\$	(2,130.96)
<b>Ferguson Enterprises</b>	2" water meter	\$	1,037.85
<b>Ferguson Enterprises</b>	1-1/2" water meter	\$	765.06
<b>Home Depot</b>	UPS for Island Lift Station	\$	67.32
<b>Fitzpatrick Hardware</b>	Site restoration materials	\$	12.24
<b>Grainger</b>	Freight adjustment for PRV shipping	\$	0.74
<b>Amazon</b>	Battery for UPS	\$	22.25
<b>Alpena Electric Motor</b>	Relay for Wyndham Gardens lift station #1	\$	99.04
<b>Total April</b>			<b>\$ 2,033.65</b>

## ALPENA TOWNSHIP MAINTENANCE CAP SPENDING 2022-2023

Contract Year 2022-2023:	\$ 125,000.00
Remaining Fund from 2021-2022:	\$ -
Beginning Total:	\$ 125,000.00
Total Spent:	\$ <b>76,745.96</b>
Remaining Fund:	\$ <b>48,254.04</b>

### May 2023

<b>Fitzpatrick Hardware</b>	Replacement shovel	\$	24.48
<b>Alpena Supply</b>	Walmart sewer force main repair parts	\$	30.03
<b>Home Depot</b>	Bolts, washers and nuts for Fire Pump at M-32 Booster Station	\$	17.79
<b>Ferguson Enterprises</b>	Meter couplings 5/8 X 3/4	\$	583.80
<b>Fitzpatrick Hardware</b>	Restoration materials	\$	50.07
<b>Grainger</b>	Replacement fire hydrant PRV	\$	2,130.96
<b>Netta Nursery</b>	Maple tree for 305 Princeton Ave	\$	205.91
<b>Fitzpatrick Hardware</b>	Replacement solder iron	\$	27.81
<b>M.E. Simpson</b>	Water meter test	\$	78.39
<b>Alpena Supply</b>	1316 M-32 water service line and touchpad wire	\$	372.86
<b>Total May</b>			<b>\$ 3,522.10</b>

### June 2023

<b>F&amp;V Operations</b>	Restoration 1411 Ferncliff - both sides of the road	\$	791.00
<b>F&amp;V Operations</b>	Restoration 2337 Werth Road	\$	565.00
<b>F&amp;V Operations</b>	Restoration 3289 US-23 South	\$	678.00
<b>F&amp;V Operations</b>	M-32 tower restoration day 1, Township trailer axle repairs	\$	565.00
<b>F&amp;V Operations</b>	M-32 tower restoration day 2	\$	678.00
<b>F&amp;V Operations</b>	Township trailer axle repairs	\$	113.00
<b>F&amp;V Operations</b>	Township trailer brake repairs	\$	113.00
<b>Home Depot</b>	Paint to touch up Piper Tower overflow valve	\$	47.22
<b>Ferguson Enterprises</b>	Water meters (30) 5/8 x 3/4	\$	5,206.95
<b>Ferguson Enterprises</b>	Credit for duplicate payment of invoice 0162714-1 by Township	\$	(1,037.85)
<b>Ferguson Enterprises</b>	Meter pit and frame	\$	952.58
<b>Fitzpatrick Hardware</b>	Straw for site restorations	\$	12.24
<b>Fitzpatrick Hardware</b>	Impact bit holder, sealant, drill bit	\$	32.20
<b>Fitzpatrick Hardware</b>	Tap sealant M-32 tower	\$	21.69
<b>Fitzpatrick Hardware</b>	Bolts to repair Township truck winch	\$	3.62
<b>Fitzpatrick Hardware</b>	Alpena winch repair part	\$	23.78
<b>Fitzpatrick Hardware</b>	Rake, straw, wheel bearing repair supplies	\$	82.32
<b>Fitzpatrick Hardware</b>	Harbor lift station repair parts	\$	10.66
<b>Bedrock Contracting</b>	11 yds topsoil: 544 Michigan, 721 Mac, 811 Shelly, 305 Princeton	\$	346.50
<b>Bedrock Contracting</b>	6 yards topsoil - various restoration sites	\$	189.00
<b>Bedrock Contracting</b>	3 yards topsoil - 2337 Werth Road	\$	94.50
<b>Bedrock Contracting</b>	4 yards topsoil - 2789 US-23 South	\$	126.00
<b>Builders FirstSource</b>	Mini excavator rental 1411 Ferncliff	\$	333.90
<b>Builders FirstSource</b>	Mini excavator rental 2337 Werth Road	\$	333.90
<b>Hart Tire Center</b>	Alpena trailer tire repair	\$	15.75
<b>Harbor Freight</b>	Replacement drill bits	\$	13.34
<b>Huron Engineering</b>	Density testing Pine Street, Long Rapids, Timber Lane	\$	582.75
<b>Detroit Pump</b>	Replacement pump Bagley / M-32 water tower booster	\$	8,976.73
<b>Total June</b>			<b>\$ 19,870.78</b>

Attachment C

# **Monitoring & Reporting**

Bacteriological Monitoring Stations mg/l

DATE	1234 Golf Course			1318 M-32			3100 Piper			2773 US-23 S			8556 US-23 S			2201 US-23 S								
	Free		Total	Free		Total	Free		Total	Free		Total	Free		Total	Free		Total						
1																								
2																								
3																								
4																								
5																								
6																								
7																								
8	0.19						0.85			0.82			0.06			0.87								
9																								
10																								
11																								
12																								
13																								
14																								
15																								
16																								
17																								
18																								
19																								
20																								
21	0.46			0.77			0.54			0.87			0.02			0.96								
22																								
23																								
24																								
25																								
26																								
27																								
28																								
29																								
30																								
31																								

Avg.	0.58
Max.	0.96
Min.	0.02

DISTRIBUTION SAMPLES - BACTERIOLOGICAL SUMMARY

Total number of routine distribution samples analyzed	11				
Total number of positive routine distribution samples	0				
Total number of routine distribution samples required	6				

POSITIVE DISTRIBUTION SAMPLES

REPEAT SAMPLES

Date	Monitoring Station	MF Count	MPN Count	Date	Monitoring Station	MF Count	MPN Count

HPC Results for Samples with <0.20 mg/l Free Chlorine

Date	Location	Result
21-Jun	8556 US-23 S	<1



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



AARON B. KEATLEY  
ACTING DIRECTOR

July 6, 2023

VIA EMAIL

Dear Coastal Local Units of Government:

**Subject: Removal of Sandbags Installed as Temporary Shore Protection During High Great Lakes Water Levels**

This letter is to inform local government officials that the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (WRD) will be taking action to identify property owners who installed sandbags on the Great Lakes shoreline and notify them that any remaining sandbags must be removed. EGLE authorized temporary installation of sandbags for emergency shoreline protection during a limited period beginning in 2019. That period is now expired as explained below.

In 2019, when Great Lakes water levels were rising to near-record highs and causing accelerated shoreline erosion, the WRD issued a Minor Project (MP) permit category authorizing temporary installation of sandbags for emergency shore protection. This MP permit category required removal of the temporary sandbags when the high Great Lakes levels have abated; that is, when water levels fell below the elevation of the Ordinary High-Water Mark (OHWM) for the relevant Great Lake or Lake St. Clair. The WRD also issued an exemption for sandbag installations meeting certain conditions in the critical dune areas under its policy WRD-008: Part 353 Activities not Constituting a Use. The exemption required removal of the sandbags when water levels fell below the elevation of the OHWM for the relevant Great Lake.

The water levels of Lake's Michigan, Huron, Erie, and St. Clair are now below the OHWM elevations for each of the lakes. WRD staff will be contacting property owners who installed sandbags on the Lake Michigan, Huron, Erie, and St. Clair shoreline to inform them that the sandbags must be removed, including property owners who installed the sandbags under permit and those who installed sandbags without EGLE authorization. Leaving sandbags in place may result in impacts to natural resources and recreation, including narrowing of the beach in front of the sandbags, litter from damaged or deteriorated sandbag fabric, and hazards to navigation from floating fabric.

If you have questions regarding this matter or you would like to discuss how local governments and EGLE can work together to protect the Great Lakes and their natural resources, please contact me at 269-716-4894; ChamberlinZ@Michigan.gov; or EGLE, P.O. Box 30458, Lansing, Michigan 48909-7958.

Sincerely,

Zach Chamberlin, Great Lakes Analyst  
Field Operations Support Section  
Water Resources Division

**GILLARD, BAUER, MAZRUM, FLORIP, SMIGELSKI, & GULDEN**

ATTORNEYS AT LAW  
109 E. CHISHOLM STREET  
ALPENA, MICHIGAN 49707

(989) 356-3444  
FAX: (989) 354-2821

ROGER C. BAUER  
TIMOTHY M. GULDEN  
JOEL E. BAUER  
DANIEL J. FLORIP  
ALEX BRECKENRIDGE  
JAMES L. MAZRUM, OF COUNSEL  
JAMES D. FLORIP, OF COUNSEL  
WILLIAM S. SMIGELSKI, OF COUNSEL

JOEL W. GILLARD  
(1944-1997)

Dear Client:

Enclosed is your monthly invoice for services rendered. We write today to give you an important update regarding our law firm.

As of July 1, 2023, Gillard, Bauer, Mazrum, Florip, Smigelski & Gulden has merged with White & Wojda, another highly respected Alpena law firm. The new firm will be known as BAUER, FLORIP & WOJDA PLC. Our office location will remain 109 E. Chisholm Street in Alpena, and our telephone number of (989) 356-3444 will remain the same. Past e-mail addresses for our attorneys and staff will continue to forward e-mail to the intended recipients.

Any payments made on your billing account after July 1, 2023 should be made payable to "Bauer, Florip & Wojda PLC."

From our new firm you should expect the same dedicated and experienced legal representation you have received in the past, now with new resources of additional lawyers and staff. Our new firm will include attorneys Joel E. Bauer, Daniel J. Florip, Matthew J. Wojda, Roger C. Bauer, Daniel W. White, Timothy M. Gulden, and Alex Breckenridge. These seven attorneys combine for over 190 years of experience in the practice of law.

The cost of services will not increase, and our arrangements with clients will not change. We look forward to continuing to represent you and assist you in any way that we can. If you have any questions, please contact us.

Very truly yours (and for the last time),

GILLARD, BAUER, MAZRUM, FLORIP, SMIGELSKI & GULDEN

  
Daniel J. Florip

MARTIAN SIKBBE SUPERVISOR

Enclosed please find a receipt for  
the Long Lake Association Perch planting  
April 15, 2023.

We used the budgeted amount of \$1000.00  
from Charter Township of Alpena as part  
of the total payment of \$6100. Thank you!





# Laggis Fish Farm Inc.

08988 35th St.

Gobles, Michigan 49055

(269) 628-2056

(269) 624-6215



INVOICE

YES SAT.

DATE 4/15/2023

DELIVERY \_\_\_\_\_

FARM PICKUP \_\_\_\_\_

ATTEN: TOM LUDWIG

SOLD TO	LONG LAKE

SHIP TO

Ph. 989-657-6197

FAX \_\_\_\_\_

ORDERED	SHIPPED	DESCRIPTION	PRICE	PER	AMOUNT
1627	1650	Y. PERCH	2.90 ea	1440	4715.00
		<i>check # 1440</i>			
		<i>pd 4/15/23</i>			
		LOGGING			130.00
		# 3.50			1155.00
		FREIGHT CHG. = /MILE x 330 MILES =			
		SALES TAX (IF APPLICABLE)			

I certify that the following purchase is for the consumption of food. Signed Tom Ludwig TOTAL = \$6000.00

## **LONG LAKE IMPROVEMENT ASSOCIATION SPRING NEWSLETTER 2023**

Greetings Long Lakers,

It's been an unusual winter and I'm sure everyone is glad it's behind us and is looking forward to summer.

It's time to mark your calendars so you don't miss the fireworks and the annual fish derby. The fireworks will be June 24<sup>th</sup> – the last Saturday in June. The fish derby is August 5<sup>th</sup>, the first Saturday in August. Please refer to the enclosed insert for more details about the fireworks. The fish derby will be held at Dodge Marine and Storage again this year. Everyone, again, is invited. As always, a membership is required for the fishing tournament portion, however, it covers everyone in your household. As in the past, there will be hamburgers, hot dogs, drinks and more for everyone beginning at noon. Also, gifts for all the kids, many raffles and drawings will be held. There are cash prizes for the top three prizes in the fishing tournament for each species – perch, bluegill, walleye, pike and bass for the youth and perch, walleye, bass and pike for the adults. Hope to see you there!

We've been mentioning about the potential improvement at the Long Lake Park. Well, it's finally going to happen. The grants have been approved. Bids have been initiated and were opened on April 26, 2023. Some of the improvements are as follows:

- dredging of a new channel for a new boat launch
- a new boat launch that will accommodate the launching of four boats at a time
- a larger parking lot for vehicles with boat trailers
- a separate entrance for boaters going directly into the parking lot
- a light at the entrance of the channel for night boaters

The project will start as soon as the selected contractor can begin.

Again this year, we stocked perch this spring and will be stocking walleye in the fall. Last year, we built 16 fish shelters but were not able to place them in the fall so we will be placing them this spring.

We have around 1000 land owners around the lake. Many of the landowners are not aware of this association. To help spread the word, I'd like to share a little history of this association. I received a report written by O. B. Eustis in 1970. It was given to me by Richard Braidwood, a past board member of the association. It is a very interesting writing about the history of the association. I hope you enjoy this writing and share it with your neighbors.

*There are 2,542,020,000 gallons of water in Long Lake that would not be there if it was not for the Long Lake Improvement Association. That is the amount of extra water held in by the dam at the outlet.*

*Organized in the summer of 1938, by a group of Long Lake property owners, the Association has looked after the dam ever since. The first officers were Jerre T. Randall, President, M.C. "Dozey" Clark, Vice President and Orville Murch, Secretary-Treasurer. Art Brown was one of the directors and the only one still active on the Association Board up to 1976.*

*Jere Randall lived in New York but was a native of Alpena and spent the summers on Long Lake. He loaned the Association \$100 to get started.*

*"Dozey" Clark, late Vice President of the Alpena Savings Bank, had a place on the east side of the lake near Big Gravelly.*

*Art Brown's summer cottages were located up the lake. From the very beginning, he was one of the most consistent workers in the Association. State fish surveys were run from his docks where the tools and supplies were stored. He worked on every project and for years handled the annual regulation of the dam slashes to control the lake water level. Art has sold all his lake property except one cottage. He still assists the Association on a consultant basis.*

*The Long Lake dam was built in 1936 as a project of the Alpena Chamber of Commerce. Impetus for the project was given by Long Lake residents who subscribed \$800 toward the cost with the County paying the rest. When the dam was first completed, there was considerable disagreement regarding its operation. People with low shorelines would remove the slashes and those with high land would put them back. After its founding in 1938, the Association undertook the problem but when one irate owner of swampy shoreline threatened a lawsuit, the Association went to court in 1942 to get the lake level legally established. Finally in 1948, Judge Herman Dehnke of Harrisville established the legal level as 650.89 sea level or 18 inches above the floor of the dam. He ruled that each spring when the water level reached approximately 650.89 or 18 inches of slash, boards were to be installed and kept in place until the heavy fall rains after the tourist season. They were then removed to reduce ice damage at high water levels. They are now normally removed the last weekend in October.*

*Judge Dehnke empowered the Alpena County Drain Commissioner to supervise the placing of the slash boards and their removal but he has never done it. The job fell to Art Brown who rounded up other Association members to help. The Association purchased new slashings as needed. This was not the first dam on Long Lake Creek. During logging days, there was a wood dam about 200 feet down the stream from the present one and traces of it still remain.*

*In its heyday, Long Lake was an important link in the logging business. The pine was cut first and driven down through the Narrows to Turnbull's Mill on Lake Huron at the mouth of Long Lake Creek. J.B. Turnbull was later elected to the legislature and was instrumental in passing a law enabling unpaid workmen to place a lien on the logs they had cut. This corrected a serious abuse of the loggers, all too common in those days.*

*A water-driven mill owned by George Stubbs was at the Narrows, just east of the present U.S. 23. A flume ran down from Long Lake to drive the wheel. Traces of it can still be followed on the east side of the creek. A small dam just up the stream from the mill created a pond where logs were sorted. Later, John Beck, who owned a farm at Silo View, bought out Stubbs, installed a boiler and converted the mill to steam. He also bought a three decker yacht. He removed the top decks and converted it to a steam tug "The Josie" for towing logs down the lake.*

*Much of the cedar in the area went to Thompson's Shingle Mill located at the mouth of Fitzgerald Creek on Long Lake. John Lancaster, father of Willis Lancaster and Louella, Art Brown's wife, worked there. Their older brother Leslie fired on the tug Josie.*

*Maintenance of the dam was only a small part of the Association's business. From the very beginning, it was a working organization. Its very first project was to stock 10,000 small perch and 3,000 four-inch bass (small mouth). These were dipped from Thunder Bay River. In those days there was a good fall run of fingerling perch and bass below the Ninth Street dam. The power company operators could see*

*them under the lights and the Association used some of its first \$100 to pay for dipping and hauling them to the lake.*

*The Association carried on a constant appeal to the State Conservation Department for fish stocking. The Department did supply some bass and pike and gave its blessing to the Association's efforts to secure fish. A deal was made with the commercial fishermen on Lake Huron to save adult bass and perch. These were kept in a live boat and when several hundred were on hand it was towed ashore and the Association hauled them to the lake. Price was 10 cents a fish. Hundreds of thousands of perch and small bass continued to be dipped from the river each year until 1942 when the State discontinued the stocking of warm water species.*

*In 1943, the Association built a dam downstream on Long Lake Creek to form a fishing pond where the fish were reared. George McConnell handled the job as he had the construction of the lake dam. The rearing pond was dedicated in George's name and a plaque in his honor installed at the dam site. George was river man for the Alpena Power Company. He built the Norway Dam and several others on the Thunder Bay River system.*

*Bass and other fish fry were planted in the rearing pond and transferred to the lake when they reached fingerling size. A 1949 fish population survey showed that natural reproduction was on-going so the Conservation Department stopped supplying fry for the rearing pond in 1950.*

*In 1942, the Association started installing brush shelters to provide cover for the fish. The Association hired labor from Camp Alpena, a skid-row rehabilitation camp on the Indian Reserve Road. They were rather slow workers but speeded up considerably when the Camp truck went through the ice. Only twelve shelters were installed that year. Thereafter more reliable labor was hired to build the shelters and an Association work bee was held each winter to sink them through the ice. Fifty shelters were installed annually, reaching a total of almost 600 shelters by 1958.*

*Truly the Long Lake Improvement Association has been a working organization. No job was too big or too small – from getting the west side road blacktopped to removing illegal nets from the lake. The general ban on fish spearing in Presque Isle and Alpena Counties North of M-32 was primarily a result of the Association's efforts to put an end to the illegal spring spearing of walleyes in the Lake's tributaries.*

*In 1969, the Association was incorporated as a non-profit organization to better position itself to serve its members.*

*The Association in cooperation with the DNR, placed 50 new type fishing shelters in areas of the lake over 12 feet deep during the summer of 1971.*

*Removing and replacing the timbers at the dam was always hard and dangerous work involving many workers. Art Brown tackled the project of renovating the dam and completed the job April 8, 1973. New timbers were installed with cables and winches which now make it possible to open and close the dam easily by only two persons.*

*During the summer of 1973, a comprehensive water quality survey was completed by Dr. Richard Moreau and Tom Mears of Alpena Community College paid for by the Association. The survey data indicated that Long Lake would be classified as having moderately good water quality. The survey stressed good zoning regulations and improvements of septic systems. The Association hopes to maintain the water quality by continuing to monitor and to report those activities harmful to the lake.*

*May 20, 1975, the DNR ordered Shubert and Clinton Creeks closed to all fishing to protect spawning pike and walleyes. This order would not have been made without the direct prompting by the Association. Helping the fish population also was a project spearheaded by Parry Pearson, Jr. and Al Zdan. Approximately 20,000 Northern Pike fry donated by the DNR were placed in a holding marsh on Al Zdan's property. The fry were later released during the summer into Long Lake. The Association hopes in the near future to rear and stock walleyes in the lake with cooperation from the Alpena Community College and the DNR.*

The Association at the present, continues to carry on the same work ethics as demonstrated in the past 85 years. This year, we will be replacing the timbers in one of the sections of the dam. Our dam was inspected last fall by the State and was found to be in good condition. The replacement of the timbers in one of the bays is for preventative maintenance only. That will make the 4<sup>th</sup> section we have replaced in recent years, leaving one more to do in the near future.

Remember, everyone is invited to our open meetings at the Parker House at 7:00 pm on the following dates: May 3, June 7, July 5 and August 16. If you have any questions or concerns about the lake, please join us and express them. Feel free to call, text or email me also. Hope you have a safe and fun-filled summer!

Sincerely yours,



Tom Ludwig  
Long Lake Improvement Association, President  
989 657-6197  
Tomludwig8076@gmail.com

**FEDERAL ENERGY REGULATORY COMMISSION**  
**Office of Energy Projects**  
**Division of Dam Safety and Inspections - Chicago Regional Office**  
**230 South Dearborn Street, Suite 3130**  
**Chicago, Illinois 60604**  
**(312) 596-4430 Office**

In reply refer to: P-2404

July 5, 2023

VIA Electronic Mail

Mr. William Myers, P.E.  
Chief Dam Safety Engineer  
Eagle Creek Renewable Energy, LLC  
[ECREDamSafety.CRO@eaglecreekre.com](mailto:ECREDamSafety.CRO@eaglecreekre.com)

Re: November 22, 2022 – Spillway Rating Curve Calculations  
Thunder Bay Project, Four Mile Development (FERC No. P-2404-02)

Dear Mr. Myers:

We received your November 22, 2022 submittal providing a spillway rating curve memorandum for the Four Mile Development (P-2404-02) of the Thunder Bay Project No. 2404. The submittal was in response to our July 28, 2022 CSIR review letter, which requested that calculations validating the rating curve in the STID be provided for review by December 31, 2022.

Calculations for the existing rating curve in Section 6 of the STID were unable to be located. Therefore, new calculations were performed and documented in the subject memorandum (BARR, 2022). The revised calculations indicate the maximum spillway capacity is 21,400 cfs. This is less than the previous calculated capacity, which indicated that the spillway could pass the IDF of 29,000 cfs with zero freeboard. The decrease in spill capacity is attributed to restriction of flow by the spillway walkway, leading to orifice flow. It appears that previous calculations did not account for this restriction. To develop a more representative rating curve, your consultant recommended that a computational fluid dynamic (CFD) model be developed. This model can be used to refine approach flow conditions and can provide guidance on how to increase spillway capacity if necessary.

We have reviewed the memo and have the following comments:

1. The spillway and walkway dimensions and elevations are critical and should be confirmed with field measurements. There are discrepancies between the elevations used in the memo and the STID. For example, STID Section 2 lists the

top of the spillway walkway at elevation 636.2 ft, with a thickness of 0.75 feet based on the drawings. The memo states that the top of the walkway is at elevation 636.3 ft, with a 1-foot thickness.

2. The memo states that the deeper log chute bay will never function as an orifice. This statement should be clarified, as the walkway will restrict flow at higher reservoir elevations. The CFD model should be used to determine when orifice flows develop for the deep bay and regular bays. FERC recommends including the entire spillway in the CFD model, rather than just the 3 bays as recommended.
3. The memo should include a brief discussion on the assumed maximum reservoir level prior to a failure. The memo states the top of the embankment is 638.7 feet. However, Section 6 of the STID states that the left abutment, forebay intake wall, and the right abutment all have a top elevation of 638.0 feet.
4. The memo talks about the effect of silting upstream of the spillway, and states that sediments deposited upstream of the spillway would be eroded by high approach velocities during flood conditions. However, there is an existing rock filled timber crib dam located just upstream of the spillway that would not be washed away. The impact of this structure should be considered.
5. The memo should include appendices showing the detailed spillway calculations. Electronic copies of spreadsheets used for calculations should also be provided.
6. Your plan to perform a CFD analysis and provide a report of the results by **November 1, 2023** is acceptable. The report should address the above comments.

File your submittal using the Commission's eFiling system at <https://www.ferc.gov/ferc-online/overview>. For all Dam Safety and Public Safety Documents, select Hydro: Regional Office and Chicago Regional Office from the eFiling menu. The cover page of the filing must indicate that the material was eFiled. For assistance with eFiling, contact FERC Online Support at [FERCOnlineSupport@ferc.gov](mailto:FERCOnlineSupport@ferc.gov), (866) 208-3676 (toll free), or (202) 502-8659 (TTY).

If there are any questions regarding this letter, contact Mr. Chad Blackney, P.E. at (312) 596-4445 or at [Chad.Blackney@ferc.gov](mailto:Chad.Blackney@ferc.gov) or me at (312) 596-4430.

Sincerely,

**KEVIN**

**GRIEBENOW**

Digitally signed by  
KEVIN GRIEBENOW

Date: 2023.07.05  
14:18:43 -05'00'

Kevin Griebenow, P.E.  
Regional Engineer

# PRESENTATION OF SOLUTIONS

*Prepared exclusively for:*

**Charter Township of Alpena**  
4385 US 23 N  
Alpena, Michigan 49707



**LAPPAN AGENCY**

A STERLING INSURANCE GROUP MEMBER

180 South Ripley Blvd. Alpena, Michigan 49707

D: 989-354-7186

C: 989-284-8609

F: 989-354-2364

[qmeek@lappanagency.com](mailto:qmeek@lappanagency.com)

[www.lappanagency.com](http://www.lappanagency.com)



# Table of Contents

<b>Michigan Township Participating Plan Property &amp; Casualty Dividend Program (MTPP) .....</b>	<b>2</b>
<b>Support Staff and Service Organizations .....</b>	<b>3</b>
<b>Comprehensive Municipal Liability Coverage Part with Municipal Broad Form Endorsement: .....</b>	<b>4</b>
<b>Automobile Physical Damage Coverage: .....</b>	<b>6</b>
<b>Property Coverage: .....</b>	<b>7</b>
<b>Electronic Equipment Coverage: .....</b>	<b>8</b>
<b>Inland Marine Coverage:.....</b>	<b>8</b>
<b>Machinery &amp; Equipment Coverage: .....</b>	<b>9</b>
<b>Crime Coverage:.....</b>	<b>9</b>
<b>Bond Coverage: .....</b>	<b>9</b>
<b>Workers Compensation Coverage.....</b>	<b>10</b>
<b>Umbrella Coverage:.....</b>	<b>10</b>
<b>Additional Program Benefits, References, Risk Services.....</b>	<b>12</b>
<b>Cyber Liability.....</b>	<b>15</b>
<b>Summary of Proposed Coverage's and Annual Premium .....</b>	<b>166</b>
<b>Insurance Premium Increases.....</b>	<b>17</b>
<b>Deductible Options and Premiums.....</b>	<b>18</b>



## Michigan Township Participating Plan Property & Casualty Dividend Program (MTPP)

The MTPP was founded in 1985 to serve the needs of Townships and other small to medium sized public entities throughout the state of Michigan. **Today over 1300 Michigan public entities benefit from the many services that the Par Plan offers.**

- ✓ Comprehensive Municipal Liability Coverage
- ✓ Wrongful Acts Liability Coverage
- ✓ Law Enforcement Professional Liability Coverage
- ✓ Boiler & Machinery (Mechanical Breakdown) Coverage
- ✓ Vehicle Liability & Physical Damage Coverage
- ✓ Building & Contents Coverage
- ✓ Scheduled & Unscheduled Property Coverage (Inland Marine)
- ✓ Electronic Data Processing Equipment Coverage
- ✓ Broad Form Crime Coverage
- ✓ Elected or Appointed Officials Resident or Place of Employment Liability
- ✓ Special Events Liability—by endorsement
- ✓ Fire Legal Liability
- ✓ Medical Services Professional Liability
- ✓ Public and Private Highway, Roads, Street and Sidewalks Liability
- ✓ Employee Benefits Liability

# Support Staff and Service Organizations

## **Marketing and Service:**

Lappan Agency  
180 South Ripley Blvd. Alpena, MI. 49707  
1-989-354-7175, Local (direct line)  
1-800-860-4194 – Nationwide  
1-989-354-2364 – Fax  
www.lappanagency.com

## **Technical Administration & Risk Control Services:**

Kenrick Corporation, Inc.  
1700 Opdyke Court Auburn Hills, MI. 48326  
1-248-371-3100  
1-800-783-1370

## **Insurance Administration:**

Kenrick Corporation  
1700 Opdyke Court Auburn Hills, MI. 48326

## **Legal:**

Miller, Canfield, Paddock & Stone  
Attorneys and Counselors at Law  
Lansing, MI. 48933

## **Accounting:**

UHY, LLP  
27725 Stansbury, Suite 200 Farmington Hills, MI. 48333

## **Claims Administration:**

Tokio Marine HCC Claims Services  
1700 Opdyke Court Auburn Hills, MI 48326  
1-800-225-6561 - Michigan WATS  
1-248-371-3069 Fax

## Comprehensive Municipal Liability Coverage Part with Municipal Broad Form Endorsement:

Item	Coverage Part	Occurrence Limit	Aggregate Limit
A)	Bodily Injury	\$3,000,000	\$5,000,000
B)	Property Damage	\$3,000,000	\$5,000,000
C)	Personal Injury	\$3,000,000	\$5,000,000
D)	Governmental Medical Services Liability	Included	Included
E)	Fire Department Errors and Omissions	Included	Included
F)	Employee Benefits Liability	\$1,000,000	\$3,000,000
G)	Cemetery Professional Liability	Not Applicable	Not Applicable
H)	Wrongful Acts Liability	\$3,000,000	\$4,000,000
I)	Employment Practices Liability	Included	Included
J)	Law Enforcement Liability	\$3,000,000	\$4,000,000
K)	Automobile Liability	\$3,000,000	none
L)	Premises Medical Payments	\$10,000	none
M)	Legal Liability—Damage to Premises Rents to you	\$500,000	none
N)	Non-Monetary Damages	\$10,000	\$25,000
O)	Zoning	\$100,000	none
P)	Sewer Backup Liability	\$100,000	\$100,000

*Note: \$0.00 Deductible for "third party claims" to all applicable coverage parts shown above should a claim be filed against you for damages, unless noted otherwise.*

**IMPORTANT NOTE: EACH COVERAGE PART CARRIES ITS OWN SEPARATE LIMIT OF LIABILITY PER LINE OF LIABILITY.**

## COVERAGE HIGHLIGHTS (if coverage document applies):

- 1) Additional Insureds- The Persons Insured provision shall include the following while acting on behalf of or in the interest of the Named Insured:
  - a) any member of the governing body of the Named Insured;
  - b) any member of boards or commissions of the Named Insured;
  - c) any elected or appointed official of the Named Insured;
  - d) any employee of the Named Insured;
  - e) any volunteer.
- 2) Public Official Wrongful Act Liability and Employment Practice Legal Liability
  - a) Deductible -- \$0.00 Per Occurrence, loss & loss adjustment
  - b) Pay on Behalf of- NOT "Indemnify"
  - c) Deductible, NOT "Retention"
  - d) "OCCURRENCE COVERAGE FORM"
- 3) Law Enforcement Agency/ Officers Professional Liability (*where applicable*)
  - a) Deductible -- \$0.00 Per Occurrence
  - b) Automobile "WRAP" Endorsement
  - c) "OCCURRENCE COVERAGE FORM"
- 4) Automobile Liability
  - a) Uninsured/ Underinsured Motorist Coverage --\$100,000 limit (*where applicable*)
  - b) Personal Injury Protection--Included
  - c) Property Protection Insurance—Included
  - d) Hired & Non-Owned Auto Liability
- 5) Premise's Medical Payments is a "Per Person" limit.
- 6) Insured Contractual Liability
  - a) Indemnification for tort liability assumed by the insured by way of contractual agreement.
- 7) Host Liquor Law Liability
- 8) Broad Form Property Damage Liability
  - a) Care, Custody & Control Coverage, with \$25,000 limit
- 9) Incidental Medical Malpractice Liability
- 10) Non-Owned Watercraft Liability
- 11) Extended Bodily Injury & Property Damage Liability
- 12) Products & Completed Operations Liability
- 13) Premises & Operations Liability
- 14) Public Officials "**Residence or Place of Employment**" Liability
  - a) \*While business concerning the Named Insured is being conducted
- 15) Special Events Liability-Excludes Fireworks Displays\*
- 16) Explosion, Collapse & Underground -- Exclusion Deleted

- 17) Fellow Employee Liability -- Exclusion Deleted
- 18) Cemetery Professional Liability--\$0.00 Deductible
- 19) Governmental Medical Services Professional Liability

## Automobile Physical Damage Coverage (where applicable)

- 1) Comprehensive \$ 1,000.00 Deductible ACV\*
- 2) Broaden Collision \$ 1,000.00 Deductible ACV
- 3) Above coverage's apply to all vehicles, except Fire Equipment, and Ambulances
- 4) Agreed Amount or Limit of Liability values apply to scheduled Fire Equipment and/or Ambulances are subject to \$500.00 deductible. \*
- 5) Hired Auto Physical Damage Coverage: \$50,000.00
- 6) Public Officials/ Employee Vehicle Endorsement
- 7) Physical Damage to Volunteers' or Employees' Personal Vehicles—up to \$1,000

*\*Values of Scheduled Fire Equipment and Ambulances, including ancillary equipment should be reviewed annually. If needed, coverage should be amended to reflect current insurable values.*

**Please note: Police vehicles subject to \$250.00 comprehensive deductible.**

REFER TO "AMENDMENTS" SECTION OF THIS PROPOSAL FOR LIST OF VEHICLES

### EMERGENCY AUTOMOBILE EQUIPMENT ENDORSEMENT

Equipment for a covered auto, which is a fire equipment, ambulance, rescue truck or similar emergency vehicle, shall be considered part of the covered unit if it is either.

- A. Permanently attached; or
- B. Regularly attached to the covered auto with a bracket or similar device; or
- C. Regularly carried in a compartment or enclosure in the construction of the covered automobile which is specifically designed for the equipment; or
- D. Obviously required to complete the covered automobile's ability to operate in its intended use.

Replacement Cost Coverage includes the Provision: (At time of total loss a fire Equipment or Other Rescue Vehicles, the insured has the option of purchasing an additional 25% of the insured limit.)

# Property Coverage:

- 1) All Risk, Replacement Cost Coverage is written on Blanket basis covering both Building(s) and Content(s). Per schedule on file with company.
- 2) Agreed Amount Endorsement is offered to eliminated or reduce the potential for Co-Insurance penalty. —**NO** Co-Insurance Penalty—**NO MARGIN CLAUSE**
- 3) Covered losses are subject to a **\$1,000.00** per loss deductible.
- 4) **Public Entity Endorsement** broadens coverage. See below for additional detail.

Accounts Receivable	\$250,000
Animal Mortality	\$10,000 any one occurrence
Business Income	\$500,000 any one occurrence
Extra Expense	\$500,000 any one occurrence
Debris Removal	25% of direct physical loss or damage to covered property
Inventory or Appraisal	\$10,000 any one claim
Foundations of Machinery	\$250,000 any one occurrence
Sewer Backup	\$25,000 any one occurrence
Pollutant Clean Up and Removal	\$10,000 any one claim
Newly Acquired or Constructed Property-Building	\$1,000,000 for 180 days at each building
Newly Acquired or Constructed Property-Contents	\$250,000 at each building
Outdoor Property—Specifically Listed Items	\$10,000 any one occurrence— <i>Limited Perils</i>
Outdoor Property—All Other Items	\$5,000 any one occurrence— <i>Limited Perils</i>
Personal Effects and Property of Others	\$1,000 for personal property any one employee of volunteer \$50,000 any one occurrence \$15,000 any once occurrence for property of others
Property in Transit	\$50,000 any one occurrence
Property Off Premises	\$100,000 any one occurrence
Valuable Papers and Records—Cost of Research	\$250,000 any one occurrence
Ordinance and Law Coverage	Actual Loss Sustained otherwise \$250,000 on Mechanical Breakdown



Earthquake Coverage	\$1,000,000 any one occurrence—Subject to \$50,000 deductible
Flood Coverage	\$1,000,000 any one occurrence—Subject to \$50,000 deductible
Underground Pipes, Flues or Drains	\$1,000,000 within 1000 feet of described premises
Electrical Utility Service Interruption	\$25,000 any one occurrence
Fire Department Service Charge	\$5,000 any one occurrence for your liability
Fire Equipment Recharge	\$5,000 for each separate 12 month period
Paved Surfaces	\$100,000 any one occurrence
Tree Cleanup	\$500 per Tree / \$1,500 policy aggregate

**Please note: Coverages are subject to definition within the policy jacket itself. Please refer to coverage document for detail.**

REFER TO "AMENDMENTS" SECTION OF THIS PROPOSAL FOR LIST OF LOCATIONS

## Electronic Equipment Coverage:

All Risk, Replacement Cost Coverage subject to a \$500.00 per loss deductible.

Electronic Data Processing, including hardware	<b>\$100,000</b>
Media (Software)	<b>\$100,000</b>
Loss of Business & Extra Expense	<b>\$100,000</b>
Power Surge	<b>INCLUDED</b>
Systems Breakdown Coverage	<b>INCLUDED</b>

## Inland Marine Coverage:

Provides All Risk, Replacement Cost or Limit of Liability Coverage for specifically scheduled property and equipment while on or off the designated premises. This coverage part has **No applicable Coinsurance** clause and is subject to a **\$500.00** per loss deductible.

REFER TO "AMENDMENTS" SECTION OF THIS PROPOSAL FOR LIST OF ITEMS





## Machinery & Equipment Coverage:

This section provides coverage to following:

- 1) Fired & Unfired pressure vessels, motors, and centrifugal pumps 5 HP and over
- 2) Internal combustion engines, generators and miscellaneous apparatus
- 3) Electronic equipment, including circuit boards, computer
- 4) **\$17,663,696 limit** of liability per accident, subject to a **\$500.00** deductible
- 5) **\$250,000 Law and Ordinance Limit**

*Coverage is provided by: Travelers Insurance Company*

## Crime Coverage:

- 1) Forgery or Alteration - \$10,000
- 2) Theft, Disappearance and Destruction In/Out - \$100,000
- 3) Computer Fraud - \$100,000
- 4) Employee Dishonesty Coverage- \$250,000 Per Loss, includes Faithful Performance- \$0.00 deductible
- 5) Locations to include: All Municipal premises and officials' homes and/or place of employment or banking facility.

*\*coverage available upon request*

## Bond Coverage:

Coverage is provided automatically for the following positions.

Treasurer--\$25,000*	Deputy Treasurer--\$15,000*
Clerk--\$200,000*	Deputy Clerk--\$10,000*
Supervisor and Office Clerk --\$5,000	Constable--\$10,000

***\*Higher Limits of Liability available upon request.***

## Workers' Compensation Coverage:

*(See Premium Detail)*

Since all municipalities are required by law to carry this coverage. We offer the following:

- 1) State of Michigan regulated coverage
- 2) All Coverage's are written on a statutory basis.
- 3) Coverage includes
  - a) Bodily Injury by Accident: **\$100,000 each accident**
  - b) Bodily Injury by Disease: **\$500,000 policy limit**
  - c) Bodily Injury by Disease: **\$100,000 each employee**
- 4) Coverage offered by: **Accident Fund**

**Please Note: Workers' Compensation premiums are estimates and may change depending upon your payroll and experience.**

## Umbrella Coverage:

*(Not Applicable-Included In Primary Limit)*

This coverage part will provide additional limits of liability over the primary limits as follows:

- |   |          |
|---|----------|
| 1) General Liability, including, Automobile   |          |
| a) Each Occurrence Limit  | \$       |
| b) Personal Injury and Advertising Injury Limit   | INCLUDED |
| c) Products/Completed Operations  | INCLUDED |
| 2) Wrongful Acts:   |          |
| a) Each Occurrence Limit  | \$       |
| 3) Law Enforcement Liability:   |          |
| a) Each Occurrence Limit  | \$       |
| 4) Employee Benefits Limit  |          |
| b) Each Occurrence Limit  | \$       |
| 5) General Aggregate Limits, as follows:  |          |
| 6) Law Enforcement, Wrongful Acts, General Liability including Employee Benefits and Automobile |          |
| a) Each Occurrence Limit  | \$       |
| 7) Self-Insured Retention   | \$ 0.00  |

- 8) Coverage is offered on a following form basis: Occurrence Form
- 9) Coverage is offered by: **HCC Public Risks**

***Higher Limits of Liability, and Self-Insured Retention available upon request.***



## Additional Program Overview and References:

### Coverage Provided By:

- Tokio Marine HCC Claims Services  
1700 Opdyke Court Auburn Hills, MI 48326  
1-800-225-6561 - Michigan WATS  
1-248-371-3069 Fax
- AM Best Rating: A++ (Stable)

### Dividend Program

- Through this program, the Par Plan reinvests in its members by providing an annual dividend. The amount of the dividend is determined by criteria set by the Plan's Board of Directors. Each year the board approves a dividend pro rate distribution to qualifying Par Plan members, based on each qualifying member's premium for the first year.
- **Total Dividend Distribution (2016 – Present): \$33,549.09**
  - Historical Performance for Charter Township of Alpena (Par Plan):
    - 2016 Distribution - \$1,858.71
    - 2017 Distribution - \$1,351.03
    - 2018 Distribution - \$797.71
    - 2019 Distribution - \$794.54
    - 2020 Distribution - \$2,906.24
    - 2022 Distribution - \$989.36
    - 2023 Distribution - \$679.91
    - Total - \$9,377.51
  - Historical Performance for Charter Township of Alpena (Accident Fund)
    - 2016 – 2017 Distribution - \$8,391.96
    - 2017- 2018 - \$6,273.52
    - 2018 – 2019 – Pending
    - 2019 – 2020 - \$4,775.10
    - 2020 – 2021 - \$4,731
    - 2021 – 2022 – will be issued around Oct/Nov 2023
    - Total - \$24,171.58

## Par Plan Scholarship Program

- For each insured entity, two people may attend the Citizen Planner Program, or one person may attend the Zoning Administrator Certificate Program, within a one-year (calendar year) time frame.
- After completion of the program, the insured entity is reimbursed, not the individual who participated.
- The insured entity must be a member of the Par Plan for at least one year.
- The Citizen Planner Program must be completed prior to attending the Zoning Administrator Certificate Program.
- The participating individual(s) from the insured entity must register online for the Citizen Planner Program or Zoning Administrator Certificate Program through the MSU Extension.

## Risk Reduction Grant Program (RRGP)

- Through the RRGP, the Par Plan and its members partner for effective risk management and loss control. The RRGP assists members in reducing specific risk exposures and in their efforts to apply effective risk management and loss control techniques for exposures insured by the Par Plan.

## HR Muni

- This free platform provides public entities with unlimited access to HR experts for tele-advice, state-mandated harassment training, and easy-to-create/update employee handbooks. (see supplement materials for additional information)

## References

- City of Harrisville
  - Jeff Gehrig
  - 200 Fifth Street, P.O. Box 278 Harrisville, MI 48740
  - 989-724-6666
- Moffatt Township
  - Stefanie Kernstock
  - PO Box 58 Alger, MI 48610
  - 989-701-8427
- Alcona Township
  - Dawn LaLonde
  - 4892 Lavargne Rd. Black River, MI 48721
  - 989-471-2948

## Risk Services:

### **On-Site Risk Control Assessment**

Risk control specialists perform on-site visits where they meet with elected officials and department heads to review the scope of the insured's services. The risk control specialists will then conduct a thorough survey and analysis of the insured's operation, note potential problem areas and discuss those identified issues on site. After the visit, the insured receives a written review of the site visit that includes risk mitigation recommendations and resource material to implement the recommendations.

### **Resource Material**

As part of the risk mitigation and follow-up process after the on-site assessment, the risk control team provides the insured entities with up-to-date policies and best practices recommendations.

### **Special Events (Fairs, Festivals, Fireworks, etc.) Risk Review**

The risk control team provides comprehensive risk reviews of special events to assist members identify potential liability exposures inherent in these types of events.

### **Contract Reviews**

The risk control team provides contract reviews to help ensure the contracts members enter have the necessary language to avoid, reduce and/or transfer potential liability exposures.

### **Advisory Committees**

Our Fire/EMS and Law Enforcement Policy Review Committees, comprised of statewide professionals, meet regularly to address and update policies to ensure that our members are in compliance with federal and state laws and industry best-practices.

### **Technical Assistance**

Risk control specialists assistance doesn't end with the site visit. They are available to field any liability or risk control inquiries and provide on-site surveys and inspections.

### **Free Workshops, Conferences and Meetings**

Risk control specialists sponsor and present free workshops, conferences, and seminars on topics such as:

- Governmental immunity
- Workplace harassment and discrimination
- Statutory compliance
- Law enforcement liability

## Cyber Liability:

<b>Cyber Liability Limit(s)</b>	<b>\$1,000,000</b>
Multimedia Liability	\$1,000,000
Security and Privacy Liability	\$1,000,000
Privacy Regulatory Defense and Penalties	\$1,000,000
PCI DSS Liability	\$1,000,000
TCPA Defense	\$50,000
Breach Event Costs	\$1,000,000
Post Breach Remediation Costs	\$25,000
BrandGuard	\$1,000,000
System Failure	\$1,000,000
Dependent System Failure	\$1,000,000
Cyber Extortion	\$100,000
Cyber Crime Aggregate Limit	\$125,000
<i>A. Financial Fraud Sublimit</i>	\$250,000
<i>B. Telecommunications Fraud Sublimit</i>	\$250,000
<i>C. Phishing Fraud Aggregate Sublimit</i>	\$25,000
1. <i>Your Phishing Fraud Loss Sublimit</i>	\$250,000
2. <i>Client Phishing Fraud Loss Sublimit</i>	\$50,000
Reward Expenses	\$50,000
Court Attendance Costs	\$25,000
Bodily Injury (via endorsement)	\$250,000
Bricking Loss with Betterment (via endorsement)	\$250,000
Maximum Policy Aggregate Limit:	\$1,000,000
Additional Defense Costs Limit:	\$1,000,000
Separate Breach Event Costs	INCLUDED

The above-mentioned endorsements are made part of the program offered by the **MICHIGAN TOWNSHIP PARTICIPATING PLAN** and are only a list. As with all policy information it is best to review the policy for terms, conditions, limitations, and exclusions.

## Summary of Proposed Coverage's and Annual Premium

1) Comprehensive Municipal Liability	INCLUDED
2) Automobile Physical Damage Coverage	INCLUDED
3) Property Coverage	INCLUDED
4) Valuable Papers and Records Coverage	INCLUDED
5) Electronic Equipment/ Media Coverage	INCLUDED
6) Inland Marine Coverage	INCLUDED
7) Boiler & Machinery Coverage	INCLUDED
8) Crime Coverage	INCLUDED
9) Bond Coverage	INCLUDED
10) Cyber Coverage	INCLUDED
11) Umbrella Coverage	EXCLUDED

**TOTAL ANNUAL PREMIUM..... \$81,885**

### Premium Detail

Par Plan Annual Premium (includes Cyber) - \$40,636 (\$35,287 (15%))

Workers Compensation Premium – \$41,249 (\$38,172 (8.06%))

The preceding summary is not to be construed as a complete disclosure of the coverage's being offered. As with all insurance, one should refer to the actual contracts, documents and policies for the complete wording of terms, conditions, definitions and exclusions. This Summary supersedes all other explanations of coverage whether oral or written.



## INSURANCE PREMIUM INCREASES:

***There are several factors driving insurance premium increases. Please see below for some of the leading causes in the municipal insurance market.***

1. Inflation – large and immediate impact for insurers
  - a. Claims severity across all lines have increased
  - b. Medical inflation accelerating as inflation eases
  - c. Lags in P/C ratemaking (soft market), playing catch up to make rates fully adequate
  - d. Total Insured Values (TIV) increasing at extremely fast rate
    - i. Construction material cost increasing ranging from 5% - 18%
  
2. Social Inflation
  - a. Increase in litigious activity
  - b. Increase in jury awards
    - i. The average jury award reached an all-time record high of **\$2.5M** in 2020, up **39%** from 2019 and **274%** since 2010
    - ii. Median Award in 2020 = **\$125,366** (record)
  - c. Litigation financing
  
3. Experience Modification
  - a. Insured by insured basis
  - b. While base rating for Workers Compensation has remained relatively flat, the Charter Township of Alpena's experience modification has increased **+40%** this term to a **1.4**.
    - i. From 2019 – current, there have been **\$24,354.21** in workers compensation claims paid to the Charter Township of Alpena
  - c. We will be conducting a mod analysis to help project future loss impacts on the township's experience modification

## DEDUCTIBLE/LIMIT OPTIONS AND PREMIUMS:

### LIABILITY:

In an effort to reduce the 2023 premium increases, the following liability limit reductions are available (**\$2,984 premium savings**):

Item	Coverage Part	Current	Optional
		Occ/Agg Limit	Aggregate Limit
A)	Bodily Injury	\$3M/\$5M	\$1M/\$3M
B)	Property Damage	\$3M/\$5M	\$1M/\$3M
C)	Personal Injury	\$3M/\$5M	\$1M/\$3M
D)	Wrongful Acts Liability	\$3M/\$4M	\$1M/\$2M
E)	Law Enforcement Liability	\$3M/\$4M	\$1M/\$2M
F)	Automobile Liability	\$3M	\$1M

The following deductible increase options are available (**\$199 premium savings**):

- Increase General Liability Deductible from \$0 to \$1,000
- Increase Wrongful Acts Deductible from \$0 to \$1,000

### AUTOMOBILE:

Property and Comp/Collision (Auto) Deductibles have been increased by the carrier from \$500 to \$1,000.

### PROPERTY, INLAND MARINE AND EDP:

Current deductibles are the most beneficial for the township at this time.

### MECHANICAL BREAKDOWN:

No need for additional coverage at this time.

## AMENDMENTS

Please refer to the following pages for a current list of items owned, rented or leased by the Charter Township of Alpena. These pages will include the following:

- 1) PROPERTY COVERAGE
- 2) INLAND MARINE COVERAGE
- 3) AUTOMOBILE COVERAGE



### List of Properties

LOC.	BLDG	DISTANCE FEET	FAC. LOC.	STREET ADDRESS	CITY	STATE	ZIP	COUNTY	POK	BC	BLDG. LIM.	CONT. LIM.	MINE SUB	BUILDING Valuation	YEAR	BF	SPL. DUD.	SPRINK.	REMOVE FROM BLANKET/AGREED	SQFT	BOILER VAL	ADDITIONAL DESCRIPTION	PRICE PER SQFT
1	1	false	0	4385 US-23 N.	ALPENA	MI	49707	Alpena County	10-Offices	4-Masonry Non-Combustible	\$1,918,590.00	\$240,146.00	\$0.00	RC	1962	100 - Administrative Office	None	false	false	15230	RC		\$125.97
2	1	false	0	2201 US-23 S.	ALPENA	MI	49707	Alpena County	15-Fire/Police	4-Masonry Non-Combustible	\$429,120.00	\$21,272.00	\$0.00	RC	1950	925 - Firehall	None	false	false	3540	RC		\$121.22
3	1	false	0	3100 PIPER ROAD (ALAMO CLUB)	ALPENA	MI	49707	Alpena County	10-Offices	1-Frame	\$68,313.00	\$0.00	\$0.00	Func.	1920	100 - Administrative Office	None	false	false	2400	RC		\$28.46
3	2	false	0	3100 PIPER ROAD	ALPENA	MI	49707	Alpena County	16-DPW/Garages	2-Joisted Masonry	\$12,873.00	\$0.00	\$0.00	RC	1977	403 - Storage Building	None	false	false	1107	RC		\$11.63
3	3	false	0	3100 PIPER ROAD	ALPENA	MI	49707	Alpena County	16-DPW/Garages	1-Frame	\$84,342.00	\$5,305.00	\$0.00	RC	1965	401 - Garage	None	false	false	2100	RC		\$40.16
4	1	false	0	PIPER ROAD (WATER TOWER)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	5-Modified Fire Resistive	\$2,729,500.00	\$0.00	\$0.00	RC	1977	902 - Water Tower	None	false	false		RC		\$0.00
5	1	false	0	2618 M-32 W.	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	5-Modified Fire Resistive	\$1,637,700.00	\$0.00	\$0.00	RC	1996	901 - Pumping Station	None	false	false		RC		\$0.00
6	1	false	0	M-32 W. (WATER TOWER)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	6-Fire Resistive	\$2,729,500.00	\$0.00	\$0.00	RC	1978	902 - Water Tower	None	false	false		RC		\$0.00
7	1	false	0	MICHIGAN AVE. (LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$1,364,750.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
8	1	false	0	HARBOR & BARE PT. (LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$764,260.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
9	1	false	0	ISLAND DRIVE (LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$545,900.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
10	1	false	0	WERTH RD. & HOBBS DR. (LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$327,540.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
11	1	false	0	WALL AVE. & HENRY (LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$327,540.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
12	1	false	0	FRENCH RD. & US-23 (LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$327,540.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
13	1	false	0	PRINCETON AVE. & GLENDALE(LIFT STATION)	ALPENA	MI	49707	Alpena County	18-Pump Houses, Lift Stations	6-Fire Resistive	\$764,260.00	\$0.00	\$0.00	RC	1980	905 - Lift Station	None	false	false		RC		\$0.00
14	1	false	0	US-23 SOUTH (WATER TOWER)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	6-Fire Resistive	\$2,183,600.00	\$0.00	\$0.00	RC	2005	902 - Water Tower	None	false	false		RC		\$0.00
15	1	false	0	LONG RAPIDS (METER PIT)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	6-Fire Resistive	\$81,885.00	\$0.00	\$0.00	RC	1900	912 - Meter Pit	None	false	false		RC		\$0.00
16	1	false	0	M-32 & BAGLEY (LIFT STATION)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	6-Fire Resistive	\$81,885.00	\$0.00	\$0.00	RC	1900	905 - Lift Station	None	false	false		RC		\$0.00
17	1	false	0	LAY & WERTH (LIFT STATION)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	6-Fire Resistive	\$327,540.00	\$0.00	\$0.00	RC	1900	905 - Lift Station	None	false	false		RC		\$0.00
18	1	false	0	STATE & MASON (METER PIT)	ALPENA	MI	49707	Alpena County	14-Water/Sewer	6-Fire Resistive	\$81,885.00	\$0.00	\$0.00	RC	1900	912 - Meter Pit	None	false	false		RC		\$0.00
19	1	false	0	LAKE HURON, 3 MILES FROM SHORE, THUNDER BAY ISLAND (LIGHTHOUSE/KEEPERS)	ALPENA	MI	49707	Alpena County	11-Parks/Recreation	4-Masonry Non-Combustible	\$421,734.00	\$0.00	\$0.00	ACV	1832	622 - Historical Property	None	false	false		RC		\$0.00
19	2	false	0	LAKE HURON, 3 MILES FROM SHORE,	ALPENA	MI	49707	Alpena County	11-Parks/Recreation	4-Masonry Non-	\$175,133.00	\$0.00	\$0.00	RC	1892	622 - Historical	None	false	false		RC		\$0.00

				THUNDER BAY ISLAND (FOG SIGNAL BLDG)						Combustible							Property												
19	3	false	0	LAKE HURON, 3 MILES FROM SHORE, THUNDER BAY ISLAND (STORAGE)	ALPEN A	MI	49707	Alpen a County	11- Parks/Recreation	4-Masonry Non- Combustible	\$11,583.00	\$0.00	\$0.00	RC	1920	403 - Storage Building	None	false	false							RC			\$0.00

## List of Vehicle

AUTO NO.	NEW COST	COMP. DED.	COLL. DED.	YEAR	DESCRIPTION	VIN NO.	VEHICLE TYPE	AUX RUNNING LIGHTS	ANTI-THEFT DEVICE	FIVE MPH BUMPER	TRACTION CONTROL	ANTI-LOCK	GARAGE ZIP CODE	ISO AUTOMOBILE TERRITORY
002	\$40,000	\$1,000	\$1,000	2007	GMC PU W/SIDE BOXES	1GDHK24U67E162472	2-Trucks, Vans-ACV	false	None	false	false	false	49707	26
003	\$26,130	\$1,000	\$1,000	2007	FORD E250 CARGO VAN	1FTNE24L37DA52121	2-Trucks, Vans-ACV	false	None	false	false	false	49707	26
005	\$380,000	\$1,000	\$1,000	2013	SPARTAN METRO STAR FIRE TRUCK	4S7CU2D9XDC076625	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
006	\$21,531	\$1,000	\$1,000	1986	CHEVY CARGO TRUCK W/EQUIP.	1GCGD34J3GF394396	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
007	\$65,000	\$1,000	\$1,000	1989	FORD TANKER	D80U0KVA44493	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
009	\$275,000	\$1,000	\$1,000	1987	Pierce Fire Truck	1P9A01G0JA040201	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
010	\$461,904	\$1,000	\$1,000	2021	Smeal Top Mount Custom Pumper	4S9BEEUA2MS559379	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
011	\$30,335	\$1,000	\$1,000	2005	Chevy Trailblazer	1GNET16S756168967	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
012	\$42,000	\$1,000	\$1,000	2020	Ford F150	1FTEW1EPXLF32684	18-Fire Vehicles-Agreed Value	false	None	false	false	false	49707	26
013	\$59,500	\$1,000	\$1,000	2023	Ford F150 Fire Rescue	1FTFW1P81PKD45899	17-Rescue Units-Agreed Value	false	None	false	false	false	49707	26
014	\$59,500	\$1,000	\$1,000	2023	Ford F150 Fire Rescue	1FTFW1P88PKD45642	17-Rescue Units-Agreed Value	false	None	false	false	false	49707	26



038	1114227K		Kubota Power Rake	CSR1048	Dept. of Public Works	Commercial Articles	RC	\$9,700	None
039			Wiles/Martatch Rotary Sweeper	MRS24	Dept. of Public Works	Commercial Articles	RC	\$6,300	None





3205 US-23 South  
Alpena, MI 49707  
Ph: 989-356-6375  
Fax: 989-354-8286

June 16, 2023

Mr. Nate Skibbe  
Alpena Township  
4385 US 23 North  
Alpena, MI 49707

**Re: *Safe Streets for All Grant Funding  
Third Ave Extension Study***

Dear Mr. Skibbe,

During the recent Intergovernmental Meeting, there was a discussion regarding the safety of traffic flow and a potential secondary outlet for the Thunder Bay Junior High School. As a part of those discussions, the next required steps and potential grant funding was reviewed.

A grant source currently available is the Safe Streets for All (SS4A) grant through the U.S. Department of Transportation. This grant has two phases for application and project completion. The first phase is considered a study of Action Plan stage. The project must be selected for funding to create an Action Plan, this planning process can be used to study traffic flow patterns, potential outlets, and the ramifications of each option. The minimum grant amount for this phase is \$100,000 and requires a 20% local match. If the Action Plan phase of the project is funded, it would be followed by an application for implementation of the actual project. This phase has a minimum grant amount of \$2,500,000 with a 20% match.

The focus of the grant is to improve safety on the streets for all users, and address known safety issues. The grant is due July 10<sup>th</sup>.

If you have any questions, please feel free to contact me.

Sincerely,  
**Huron Engineering and Surveying, Inc.**

A handwritten signature in black ink that reads "Rebecca E Rivard". The signature is written in a cursive style and is positioned above a horizontal line.

Rebecca Rivard, P.E.  
Project Engineer

Application for Federal Assistance SF-424	
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____	
<b>* 3. Date Received:</b> 07/10/2023	<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> _____	<b>5b. Federal Award Identifier:</b> _____
<b>State Use Only:</b>	
<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>	
<b>* a. Legal Name:</b> Charter Township of Alpena	
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> [REDACTED]	<b>* c. UEI:</b> [REDACTED]
<b>d. Address:</b>	
<b>* Street1:</b> 4385 US 23 N	Street2: _____
<b>* City:</b> Alpena	County/Parish: Alpena
<b>* State:</b> MI: Michigan	Province: _____
<b>* Country:</b> USA: UNITED STATES	<b>* Zip / Postal Code:</b> 49707-7969
<b>e. Organizational Unit:</b>	
<b>Department Name:</b> Alpena Township	<b>Division Name:</b> Supervisor's Office
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>	
<b>Prefix:</b> Mr.	<b>* First Name:</b> Nathan
<b>Middle Name:</b> _____	<b>* Last Name:</b> Skibbe
<b>Suffix:</b> _____	<b>Title:</b> Alpena Township Supervisor
<b>Organizational Affiliation:</b> Charter Township of Alpena	
<b>* Telephone Number:</b> 9893560297	<b>Fax Number:</b> _____
<b>* Email:</b> skibben@alpenatownship.com	

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Transportation

**11. Catalog of Federal Domestic Assistance Number:**

20.939

CFDA Title:

Safe Streets and Roads for All (SS4A)

**\* 12. Funding Opportunity Number:**

DOT-SS4A-FY23-01

\* Title:

Safe Streets and Roads for All (SS4A)

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Third Ave at Thunder Bay Junior High Traffic Pattern Improvement

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="100,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="20,000.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="120,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:



\* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Alpena Township Supervisor
APPLICANT ORGANIZATION Charter Township of Alpena	DATE SUBMITTED 07/10/2023

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013  
Expiration Date: 02/28/2025

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

**4. Name and Address of Reporting Entity:**

Prime     SubAwardee

\* Name:

\* Street 1:     Street 2:

\* City:     State:     Zip:

Congressional District, if known:

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

<b>6. * Federal Department/Agency:</b> <input type="text" value="Department of Transportation"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Safe Streets and Roads for All (SS4A)"/> CFDA Number, if applicable: <input type="text"/>
---	---

<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>
--	--

**10. a. Name and Address of Lobbying Registrant:**

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1  Street 2

\* City  State  Zip

**b. Individual Performing Services (including address if different from No. 10a)**

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1  Street 2

\* City  State  Zip

**11.** Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\* Signature:

\* Name: Prefix  \* First Name  Middle Name

\* Last Name  Suffix

Title:  Telephone No.:  Date:

July 5, 2023

*Via Email:* skibben@alpenatownship.com

Mr. Nathan Skibbe  
Charter Township of Alpena  
4385 US Highway 23 N  
Alpena, Michigan 49707

**RE: Proposal to Complete a USDA Funding Application for a Water System Project**

Dear Nathan,

We commend the Charter Township for being proactive in maintaining and upgrading the Charter Township's water system by considering a funding application to USDA for a capital improvement project.

We understand the Charter Township would like to submit a funding application to the USDA Rural Development for systemwide water meter replacements. It is a great time to pursue funding through USDA as they have funds available, loan interest rates are relatively low, and the Charter Township **may** qualify for grant dollars.

**USDA RURAL DEVELOPMENT FUNDING APPLICATION**

The next step towards a water system improvements project is to prepare and submit a funding application. If the Charter Township chooses to move forward with a USDA funding application, we propose the following typical scope of work to assist with the submittal of the application:

- Streamlined Preliminary Engineering Report (PER). This report will result in a recommended project and project budget, which will be incorporated into the remainder of the USDA funding application documents.
- Meet with the Charter Township to review condition of water system assets and confirm scope of the proposed project.
- Prepare USDA SF-424 funding application.
- Submit application for State and Regional Clearinghouse review.
- Certification of Commercial Credit. This form will require input from Charter Township staff. The Treasurer is usually able to complete this form with our assistance.
- Complete Customer Information Sheet. This will require some assistance from the Charter Township to confirm the required information.
- Coordination of documentation required for poverty interest rate and grant eligibility.
- Coordinate documentation that supports the project is consistent with area comprehensive plan.
- Prepare a Draft Engineering Agreement to be included in the application.
- Coordinate Legal Services Agreement with the Charter Township's Attorney.
- Coordinate rate analysis with Municipal Financial Advisor.

**PROPOSED FEE**

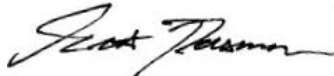
For the above scope of work, we proposed the following lump sum fee:



Task	Description	Fee
1	Water System Improvements Funding Application to USDA	\$5,100

If the Charter Township desires, this application cost can be rolled into the funding package application, or it can be reimbursed using Charter Township funds on hand. We look forward to helping the Charter Township with this application. If there are any questions on the scope of work or fee listed above, feel free to contact us at 231.932.8600 or email at [browley@fveng.com](mailto:browley@fveng.com). If the proposal is acceptable, please sign the authorization below and we will get started.

Sincerely,  
FLEIS & VANDENBRINK



Scott Rasmussen, PE  
Project Manager



Brian D. Rowley, PE  
Regional Manager, Traverse City

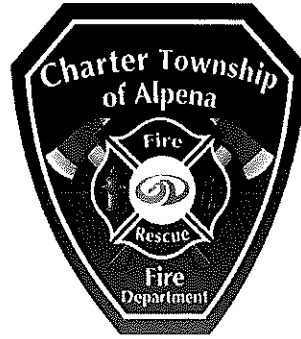
**WORK AUTHORIZATION**

Fleis & VandenBrink Engineering, Inc. is hereby authorized to perform Additional Services for the Charter Township of Alpena as detailed in this letter dated July 5, 2023 and authorized under the existing agreement with F&V to provide Professional Engineering services to the Township dated July 22, 2021.

By \_\_\_\_\_

Date \_\_\_\_\_

I:\proposals\prop p19501 to p19750\p19603 alpena twp usda funding app\p19603 charter twp. of alpena water sys improv funding app proposal.docx



*MAH*

July 17, 2023

To: Charter Township of Alpena Board of Trustees  
From: Fire Chief, Mark Hansen  
RE: Kenwood Portable Radio Purchase Request

I would like the approval to purchase 2 – Kenwood Portable Radios Model #VP5430F2 with Lapel Mics. This purchase to be funded from GL #205-336-974.000 Equipment. Items to be purchased from Grand Traverse Mobile Communications for \$3,921.60. There may be additional shipping charges if they are not able to deliver. These prices are based on the last agreement with the County Wide Purchase project.

**RECOMMENDED MOTION:**

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ for the Board of Trustees to approve the purchase of 2 – Portable Kenwood Radios from Grand Traverse Mobile Communications for \$3,921.60.



# Grand Traverse Mobile Communications

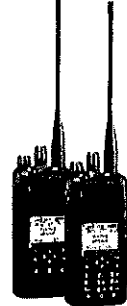
1670 Barlow Street, Ste 1, Traverse City, Michigan 49686  
 Phone: 231.947.9851 Fax: 231.947.9077  
 sales@fireradios.com

2/27/2023

MI Deal Contract # 21000000896

Alpena Township Fire Department

**Kenwood VP5430 Portable with Standard MPSCS Configuration**  
 1024 Talk Groups / 64 Zones, Free ARC 4 (ADP Compatible) Encryption, 3-Year Manufacturer Warranty,  
 Full Color Front Display, Next Generation AMBE+2 v1.6 Vocoder, IP68 Immersion Rated, P25 Phase II Compatible,  
 TrueVoice Noise Cancellation, Loud 1W Rated Speaker Audio, MIL-STD 810G Rated, Integrated GPS Location, Bluetooth



QTY	ITEM NUMBER	DESCRIPTION	LIST	MI DEAL	TOTAL
1	VP5430F2	Kenwood 700/800MHz P25 Portable Radio Limited Keypad 1024 Groups/128 Zones	\$ 1,695.00	\$ 1,356.00	\$ 1,356.00
1	KRA-32K	Kenwood Viking 700/800MHz Whlp Antenna	\$ 39.30	\$ 31.44	\$ 31.44
1	KNB-L3M	Kenwood 3400mAh Li-Ion Battery Pack	\$ 203.00	\$ 162.40	\$ 162.40
1	8325000003	Kenwood GPS Option License	\$ 110.00	\$ 88.00	\$ 88.00
1	8326000025	Kenwood Bluetooth License	\$ 110.00	\$ 88.00	\$ 88.00
1	8322000002	Kenwood P25 Conventional License (Included)	\$ -	\$ -	\$ -
1	8322000005	Kenwood P25 Phase I Trunking License (Included)	\$ -	\$ -	\$ -
1	8323000005	Kenwood Multi-Key ARC4 (ADP Compatible) (Included)	\$ -	\$ -	\$ -
1	KSC-Y32K	Kenwood Rapid Rate Battery Charger	\$ 143.70	\$ 114.96	\$ 114.96
<b>PORTABLE RADIO TOTAL BLACK W/LIMITED KEYPAD (MODEL II)</b>					<b>\$ 1,840.80</b>

Quote By: Nell Pickard  
 Quote Valid: 30 Days

LAPEL MECS \$120.00 EACH

X 2  
 -----  
 3681.60  
 LAPEL MECS + 240.00  
 -----  
 3921.60