

ALPENA CITY COUNCIL MEETING

September 7, 2021 – 6:00 p.m.

AGENDA

The Meeting Will be Held In-Person at City Hall. The Meeting Can Be Viewed Virtually with the Login Information as Follows:

From a Computer, Tablet or Smartphone: <https://www.gotomeet.me/CityofAlpena>

Dial in Using a Phone: United States: [+1 \(646\) 749-3112](tel:+16467493112)

Access Code: 667-050-061

1. Call to Order.
2. Pledge of Allegiance.
3. Approval and Modification of the Agenda.
4. Approve Minutes –Regular Session of August 16, 2021.
5. Citizens Appearing Before Council on Agenda and Non-Agenda Items (Citizens Shall be Allowed a Maximum of Five (5) Minutes Each to Address Their Concerns. This is the Only Time During a Council Meeting that Citizens are Allowed to Address the Council).
6. Public Hearings.
7. Consent Agenda.
 - A. Bills to be Allowed, in the Amount of \$363,462.13.
 - B. Approval of a Hayride and Historical Cemetery Tour on Saturday, October 23, 2021, from 7 a.m. to 9 p.m. at Evergreen Cemetery. The Requesting Organization is Crow Memorials.
 - C. Approval of a Noise Ordinance Variance Request from 10 p.m. – 12 a.m. for the Sunrise Suds Tap Takeover Event on October 2, 2021, in Downtown Alpena.
8. Presentations.
9. Announcements.
10. Mayoral Proclamation.

Stephen Siller Tunnel to Towers Recognition Day in the City of Alpena on September 11, 2021.
11. Report of Officers.
 - A. Second Reading of Ordinance 21-462, An Amendment to the City of Alpena Zoning Ordinance Article 2, 3, 5, and 7 – Bill Pfeifer, City Attorney.
 - B. Government Finance Officers Association Certificate of Achievement – Rachel Smolinski, City Manager.
12. Communications and Petitions.
13. Unfinished Business.

14. New Business.
 - A. Water Recycling Plant Emergency Boiler Replacement Bid Recommendation – Stephen Shultz, City Engineer.
 - B. Upfitting of Police Vehicles Bid Recommendation – Joel Jett, Chief of Police.
15. Adjourn to Closed Session to Discuss Water and Sewer Litigation.
16. Return to Open Session.
17. Adjourn.

Rachel Smolinski
City Manager

COUNCIL PROCEEDINGS

August 16, 2021

The Municipal Council of the City of Alpena met in regular session in person on the above date and was called to order at 6:00 p.m. by the Mayor.

Present: Mayor Waligora, Mayor Pro Tem Johnson, Councilmembers Nowak, Hess and Mitchell.

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Nowak, to approve the agenda.

Motion carried 5-0.

MINUTES

The minutes of the regular and closed sessions of August 2, 2021, were approved as printed.

CONSENT AGENDA

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, that the following Consent Agenda items be approved:

- A. Bills Allowed – in the amount of \$382,220.07.
- B. Multiple budget amendment requests to move budget as the result of the chart of accounts conversion.
- C. Approval of a noise ordinance variance on August 28, 2021, from 10 p.m. to 12 a.m. for Joe's Bar located at 1300 Ford Avenue.
- D. Application for the USDA Rural Development Grant.
- E. Approval of a customer appreciation and family fun day for RE/MAX New Horizons on September 26, 2021, at the Mich-e-ke-wis warming shelter.

Motion carried 5-0.

ANNOUNCEMENT

Anna Soik, Clerk/Treasurer/Finance Director, met the requirements to receive the Michigan Professional Municipal Clerk certification.

GOOSE HUNT

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, to approve the goose management hunt on September 9, 16, and 23, 2021.

Motion carried 4 (Mitchell, Nowak, Waligora, and Hess) -1 (Johnson).

ORDINANCE 21-462

City Attorney Pfeifer delivered the first reading of Ordinance 21-462, which is an amendment to the City of Alpena Zoning Ordinance Articles 2, 3, 5, and 7.

RECUSAL FROM VOTING

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Hess, to recuse Councilmember Nowak from discussion and voting on the topic of the marina travel lift agreement as a party in the agreement is a relative.

Motion carried 4-0, 1 abstain (Nowak).

MARINA TRAVEL LIFT AGREEMENT

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Hess, to approve the travel lift operation and winter storage services with All Marine, with the changes as discussed.

Motion carried 4-0, 1 abstain (Nowak).

Moved by Mayor Pro Tem Johnson, seconded by Mitchell, to adopt the fee schedule as printed.

Motion carried 4-0, 1 abstain (Nowak).

MARINA GAS AND FUEL BID RECOMMENDATION

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to award the supply and delivery of recreation gas and diesel fuel for the City of Alpena Marina to Blarney Castle of Alpena, MI for the mark-up price of \$0.175/gallon plus the base price at the time of delivery.

Motion carried 5-0.

2021 VALVE REPLACEMENT BID RECOMMENDATION

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to postpone the 2021 valve replacement bid decision to the meeting of September 7, 2021.

Motion carried 5-0.

RESIGNATION OF COUNCILMEMBER HESS

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Nowak, to accept Councilmember Hess' resignation effective August 20, 2021.

Motion carried 5-0.

ADJOURN

On motion of Councilmember Nowak, seconded by Mayor Pro Tem Johnson, the Municipal Council adjourned at 7:23 p.m.

Matthew Waligora
Mayor

ATTEST:

Anna Soik
City Clerk

INVOICE REGISTER

Page: 1/3

EXP CHECK RUN DATES 09/08/2021 - 09/08/2021

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
AIRGAS USA LLC	9980622946	VEH MAINT - EQ	70.29
AIRGAS USA LLC	9115366049	VEH MAINT - EQ	27.18
AIRGAS USA LLC	9981401086	VEH MAINT - EQ	70.29
AIRGAS USA LLC	9981418305	SUPPLIES - EMS DISP	19.17
AIRGAS USA LLC	9115860407	SUPPLIES - EMS DISP	42.22
ALLEGRA ALPENA	153054	SUPPLIES - BLDG INSP	197.47
ALPENA AGENCY INC	40795	FIDUCIARY INSURANCE - RET BD	7,150.00
ALPENA COUNTY TREASURER	073021	REFUND TAXES - BD OF REVIEW	450.41
ALPENA COUNTY TREASURER	073021	REFUND TAXES - BD OF REVIEW	2.53
ALPENA DIESEL SERVICE	70230	VEH MAINT #42	24.25
ALPENA DIESEL SERVICE	69749	VEH MAINT #40	177.55
ALPENA DIESEL SERVICE	70013	VEH MAINT #40	57.71
ALPENA DIESEL SERVICE	70047	VEH MAINT #57	151.57
ALPENA DIESEL SERVICE	70008	VEH MAINT - EQ	437.47
ALPENA DIESEL SERVICE	70026	VEH MAINT #38	2,094.86
ALPENA DIESEL SERVICE	70094	VEH MAINT - EQ	120.28
AMAZON CAPITAL SERVICES INC	1QNN-JYHR-9G6W	SUPPLIES - POLICE	97.00
AMAZON CAPITAL SERVICES INC	11QX-WX79-K1VN	SUPPLIES - POLICE	94.70
AMAZON CAPITAL SERVICES INC	1TPH-J1FX-4KHH	SUPPLIES - PARKS	67.21
AWC	917	SECURITY SYSTEM UPGRADE - WATER PLAI	3,550.00
BALL TIRE & GAS INC	196002	VEH MAINT - EQ	12.00
BALL TIRE & GAS INC	196137	VEH MAINT - EQ	13.00
BALL TIRE & GAS INC	496224	VEH MAINT - POLICE	556.64
BALL TIRE & GAS INC	196243	VEH MAINT - POLICE	604.08
BALL TIRE & GAS INC	196251	VEH MAINT - POLICE	592.28
BALL TIRE & GAS INC	196369	VEH MAINT - EQ	15.00
BALL TIRE & GAS INC	196815	VEH MAINT - EMS	793.12
BANDIT INDUSTRIES INC	795038	VEH MAINT - EQ	752.47
BANDIT INDUSTRIES INC	795973	VEH MAINT - EQ	90.28
BELL EQUIPMENT COMPANY	P00983	VEH MAINT - EQ	625.07
BELL EQUIPMENT COMPANY	P01136	VEH MAINT - EQ	89.10
BELL EQUIPMENT COMPANY	P01227	VEH MAINT - EQ	258.99
BELL EQUIPMENT COMPANY	P01272	VEH MAINT - EQ	91.53
BELSON OUTDOORS LLC	194801	RECYCLING RECEPTACLES	36,398.00
BERG ASSESSING & CONSULTING INC	083021	ASSESSING CONTRACTED SVCS 09/21	7,083.00
BOUND TREE MEDICAL LLC	84149527	SUPPLIES - EMS DISP	817.60
BOUND TREE MEDICAL LLC	84159093	SUPPLIES - EMS DISP	330.25
BS&A	136987	FIXED ASSETS CONVERSION - C/T	4,280.00
BUILDING EXPRESS	41471	MAINT - PARKS	280.00
CALGON CARBON CORPORATION	90126281	CARBON LEASE - WATER	32,360.00
CARUS LLC	10094364	CHEMICAL SUPPLIES - WATER	10,185.00
CHARTER COMMUNICATIONS	0161888072721	FAX LINE - PUBLIC WORKS	89.98
CHARTER COMMUNICATIONS	0161615082521	FAX LINE - CITY HALL	79.98
CHARTER TOWNSHIP OF ALPENA	082621	REIMB GARAGE NATURAL GAS - FIRE/EMS	19.05
CHEBOYGAN CEMENT PRODUCTS INC	85559	STORES - WATER STOP	846.60
CHEMTRADE CHEMICALS US LLC	93167321	ALUMINUM SULFATE - WATER	4,802.51
DEAN ARBOUR FORD LINCOLN MERCURY	32678	VEH MAINT - EQ	32.92
DEAN ARBOUR FORD LINCOLN MERCURY	32851	VEH MAINT - POLICE	46.77
DEAN ARBOUR FORD LINCOLN MERCURY	32929	VEH MAINT - POLICE	176.74
DEAN ARBOUR FORD LINCOLN MERCURY	32889	VEH MAINT - EQ	296.12
DEAN ARBOUR FORD LINCOLN MERCURY	32899	VEH MAINT - EQ	223.65
DEAN ARBOUR FORD LINCOLN MERCURY	CM32899	VEH MAINT - EQ	(38.25)
DEAN ARBOUR FORD LINCOLN MERCURY	32940	VEH MAINT #26	14.45
DEAN ARBOUR FORD LINCOLN MERCURY	32941	VEH MAINT - EQ	238.85
DEAN ARBOUR FORD LINCOLN MERCURY	32946	VEH MAINT - POLICE	126.60
DEAN ARBOUR FORD LINCOLN MERCURY	32953	VEH MAINT #26	124.08
DECRALITE INC	2021US013	STORES - LIGHT GLOBE	1,747.00
DOG WASTE DEPOT	424339	SUPPLIES - PARKS	381.04
DORNBOS SIGN & SAFETY INC	57438	MAINT - MAJ ST	156.04
EAGLE SUPPLY CO	119392	SUPPLIES - PW/MICH-E-KE-WIS	165.30
EAGLE SUPPLY CO	119535	SUPPLIES - CITY HALL	52.80
ELECTION SOURCE	21-2569	SUPPLIES - ELECTIONS	534.95
EMERY ENTERPRISES	000067	SUPLIES - INSP	8.99
FAMILY ENTERPRISE EMBROIDERY	65554	SUPPLIES - PUBLIC WORKS	98.52
FASTENAL COMPANY	MIALP184657	VEH MAINT - EQ	37.11
FASTENAL COMPANY	MIALP185501	VEH MAINT - EQ	11.55
FASTENAL COMPANY	MIALP185902	SUPPLIES - PUBLIC WORKS	31.23
FASTENAL COMPANY	MIALP186094	SUPPLIES - PUBLIC WORKS	27.39
FREES HYDRAULICS & EQUIP REPAIR	39741	VEH MAINT - EQ	149.50
GALLS LLC	019013683	UNIFORMS - POLICE	242.94
GILMET CONSTRUCTION SERVICES	083121	BUILDING/ZONING SVCS 08/21	1,785.00
HALLS SERV-ALL	073121	RENTAL FEE - PARKS	1,824.52

INVOICE REGISTER

Page: 2/3

EXP CHECK RUN DATES 09/08/2021 - 09/08/2021

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
HOME DEPOT CREDIT SERVICES	8071143	SUPPLIES - FIRE/EMS	84.90
HOME DEPOT CREDIT SERVICES	4063132	BLDG MAINT - FIRE/EMS	111.98
HOME DEPOT CREDIT SERVICES	2015408	SUPPLIES - PUBLIC WORKS	19.94
HOME DEPOT CREDIT SERVICES	2622370	SUPPLIES - MARINA	66.92
HOME DEPOT CREDIT SERVICES	8611079	SUPPLIES - MARINA	84.91
HOME DEPOT CREDIT SERVICES	5010427	SUPPLIES - MARINA	157.76
HOME DEPOT CREDIT SERVICES	4010507	SUPPLIES - PARKS	319.68
HOME DEPOT CREDIT SERVICES	4070385	BLDG MAINT - FIRE/EMS	64.18
HOME DEPOT CREDIT SERVICES	3612073	SUPPLIES - INSP	123.65
HOME DEPOT CREDIT SERVICES	2623236	SUPPLIES - MARINA	69.98
HUNTER PENNEY	081621	TRAVEL ADVANCE - POLICE	280.00
HURON VALLEY GUNS	178345	UNIFORMS - FIRE/EMS	13.99
HURON VALLEY GUNS	179812	UNIFORMS - FIRE/EMS	36.00
HURON VALLEY GUNS	179849	UNIFORMS - FIRE/EMS	109.53
INK AND TONER ALTERNATIVE	21-6578	SUPPLIES - IT	815.98
INK AND TONER ALTERNATIVE	21-6901	SUPPLIES - IT	245.72
IRVING ENTERTAINMENT	092921A	PROMOTIONAL VIDEO/PHOTOS - DDA	300.00
JIBB LLC	9A	PICNIC TABLES/BENCHES	3,100.00
JOHN BRODZIAK	083121	WORK APPAREL ALLOW - PW	58.29
KENDALL ELECTRIC INC	S110548338.001	SUPPLIES - LIGHTS	1,132.32
KENDALL ELECTRIC INC	S110553801.001	MAINT - LIGHTS	5.02
LEFAVE PHARMACY INC	081321	SUPPLIES - EMS DISP	194.26
MCINERNEY CHRYSLER OF THUNDER BAY	157279	VEH MAINT - EQ	40.36
MHR BILLING	3954	BILLING 07/21 - EMS	7,673.45
MICHIGAN CENTER FOR RURAL HEALTH	083021	EMS AMB DOC SPEC CERTIFICATION	140.00
MICHIGAN PIPE & VALVE	T015777	MAINT - MAJ ST	1,008.00
MICHIGAN PIPE & VALVE	T015934	MAIN VALVES - WATER	16,223.00
MICHIGAN PIPE & VALVE	T014835	STORES - MACRO CPL	1,353.00
MICHIGAN PIPE & VALVE	T015665	COPPER/CURB STOP - STORES	4,384.00
MICHIGAN STATE POLICE	551-588971	SOR REGISTRATION - POLICE	60.00
NORTH CENTRAL MICHIGAN COLLEGE	081921	COURSE TUITION - FIRE/EMS	1,500.00
NORTHERN MICHIGAN CODE	090821	2021 MEMBERSHIP DUES	100.00
OFFICE DEPOT	19105691	SUPPLIES - PUBLIC SAFETY	222.73
PEARSON EDUCATION	14831833	MFR TRAINING - EMS	1,222.38
PRATTSCAPE LLC	082821	FENCE PLANTING - SEWER	6,900.00
RAPID RESULTS	13047	DRUG SCREEN - PUBLIC WORKS	100.00
ROGER A DORR	080221	COURT SERVICES/SUMMONS	32.09
ROGER A DORR	080621	COURT SERVICES/SUMMONS	27.74
ROWLEYS WHOLESALE	1249582-00	VEH MAINT - EQ	180.60
ROWLEYS WHOLESALE	1249697-00	VEH MAINT - EQ	885.00
SAW SUPPLY	700556	MAINT - FIRE/EMS	346.10
SEVAN K INC	303 07/21	VEH MAINT - EQ	85.78
SEVAN K INC	313 07/21	VEH MAINT - POLICE	59.25
SPARTAN DISTRIBUTORS INC	11837828	VEH MAINT - EQ	268.18
SPARTAN DISTRIBUTORS INC	11838627	VEH MAINT - EQ	74.25
SPARTAN DISTRIBUTORS INC	11838976	VEH MAINT - EQ	562.43
SPARTAN DISTRIBUTORS INC	11839258	VEH MAINT - EQ	95.93
SPARTAN DISTRIBUTORS INC	11839618	VEH MAINT - EQ	239.10
STANDISH MILLING COMPANY INC	0120061-IN	STORES - GRASS SEED	399.00
STATE OF MICHIGAN	081921	LICENSE FEE - BLDG INSP	150.00
STEVEN HALL	081721	UNIFORMS - BLDG INSP	125.00
STEVEN HALL	081721	TRAVEL EXPENSES - BLDG INSP	500.00
STRALEY LAMP & KRAENZLEIN PC	34232	MONTHLY FEE 07/21	3,430.00
SUEZ WATER ENVIRONMENTAL SERVICES	202143521	CONT OPERATIONS 08/21	130,101.45
SUEZ WATER ENVIRONMENTAL SERVICES	202143585	CONT OPERATIONS 08/21	29,694.60
TED FESTERLING LLC	9277	VEH MAINT - EQ	1,240.00
TED FESTERLING LLC	9358	VEH MAINT - EQ	692.59
TENURGY LLC	ALP-120	UTILITY RATE SAVINGS 08/21	191.46
TERMINAL SUPPLY CO	68006-00	VEH MAINT - EQ	29.00
TERMINAL SUPPLY CO	68506-00	VEH MAINT - EQ	97.88
THE SHERWIN WILLIAMS CO	3163-1	SUPPLIES - CEMETERY	41.37
THUNDER BAY ELECTRIC INC	230053	TRAFF SIGNAL MAINT - MAJ ST	48.82
THUNDER BAY ELECTRIC INC	230059	MAINT/LIGHTS - PKS/CEM	1,220.50
THUNDER BAY ELECTRIC INC	230079	MAINT - MAJ ST/LIGHTS/PKS	1,017.70
TONY DAWSON	082721	UNIFORMS - INSPECTION	85.82
TONY DAWSON	083021	MILEAGE 08/21	179.20
TRUGREEN PROCESSING CENTER	145727631	MAINT - CEMETERY	39.95
W.S. DARLEY & CO	17442160	JUMPSUITS - FIRE/EMS	2,561.73
WALMART-CAPITAL ONE	070221	SUPPLIES - FIRE/EMS	27.76
WEINKAUF PLUMBING & HEATING INC	13924	MAINT - SEWER	844.25
WEINKAUF PLUMBING & HEATING INC	14039	MAINT - CITY HALL	75.00
WEINKAUF PLUMBING & HEATING INC	14253	BLDG MAINT - POLICE	150.00

INVOICE REGISTER

Page: 3/3

EXP CHECK RUN DATES 09/08/2021 - 09/08/2021

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
WITMER PUBLIC SAFETY GROUP	E2028415.001	UNIFORMS - FIRE/EMS	259.61
WITMER PUBLIC SAFETY GROUP	E2028415	UNIFORMS - FIRE/EMS	198.95
WITMER PUBLIC SAFETY GROUP	E1936326.001	SUPPLIES - FIRE/EMS	311.59
WITMER PUBLIC SAFETY GROUP	E2093948	UNIFORMS - FIRE/EMS	7.59
WITMER PUBLIC SAFETY GROUP	AE1981155	SUPPLIES - FIRE/EMS	(3.78)

Total: 350,358.92

CHECKS RAN ON 8/30/21	13,103.21
(BREAKDOWN OF INVOICES PAID ATTACHED)	-----
TOTAL FOR 9/7/21 COUNCIL MEETING	363,462.13

INVOICE REGISTER

Page: 1/1

EXP CHECK RUN DATES 08/30/2021 - 08/30/2021

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
ALPENA POWER COMPANY	083021	ELECTRIC	8,259.04
CHARTER COMMUNICATIONS	0161607082121	FAX LINE - PUBLIC SAFETY	39.99
DTE ENERGY	083021	NATURAL GAS - DDA	34.99
FRONTIER	2793 09/21	TELEPHONE - POL/FIRE/EMS	110.39
MBANK ALPENA MAIN	1803 09/21	PROPERTY PURCHASE - DDA	1,384.23
VERIZON WIRELESS	9885926934	CELL PHONES	679.76
VERIZON WIRELESS	9885926935	CELL PHONES/IPADS	2,171.58
WEX BANK/SHELL	73333795	GAS/FUEL - EQ/SUEZ	423.23
		Total:	13,103.21



APPLICATION FOR PERMIT/RESERVATION

LARGE EVENT APPLICATION (More than 100 People)

City of Alpena
208 N. First Avenue, Alpena, MI 49707
(989) 354-1720 – fax (989) 354-1709

Facility Needed: Saturday October 23 Beginning Time 7 am/pm
Day Date

Approximate Number of People in Party ? Ending Time 8:30 am/pm

Event Description Hwy Ride and Historical Cemetery Tour

Name of Organization: Crow Memorial

Name of Applicant: Sharee Koenig / store manager Phone Number: 989-820-2463

Address Applicant: 1451 W. Washington Ave Email: shareek@crowmemorials.co

Applicant's Signature: [Signature] Date: 8-18-2021

Reservation of a facility does not guarantee full use of other park facilities.

Mark ALL facilities you are requesting the use of

<p style="text-align: center;">Bay View Park</p> <p>Four Tennis Courts - \$8/court/hr</p> <p>Three Basketball Courts - \$8/court/hr</p> <p>Band Shell - \$200 deposit (refundable)</p>	<p style="text-align: center;">Mich-e-ke-wis Warming Shelter</p> <p>\$175 per day plus \$100 deposit</p>
<p style="text-align: center;">McRae Park</p> <p>Building - Fees/Rentals through McRae Park Association</p> <p>Two Tennis Courts - \$8/court/hr</p> <p>Two Basketball Courts - \$8/court/hr</p>	<p style="text-align: center;">Starlite Beach Pavilion</p> <p>Pavilion - \$75 plus \$100 deposit (refundable) includes 20 picnic tables & 4 refuse receptacles</p>
<p style="text-align: center;">Duck Park</p> <p>Open gathering area - \$65.00 per day</p> <p>Approval needed from Wildlife Sanctuary Board & City of Alpena</p>	<p style="text-align: center;">Alpena Regional Trailhead</p> <p>Pavilion- \$50 plus \$50 deposit (refundable) includes restrooms, 6 picnic tables & 2 refuse receptacles</p>
<p style="text-align: center;">City Marina</p> <p>Fishing Tournaments - \$75</p> <p>Cruise Ship Docking Fee - Billed for cost incurred</p>	<p style="text-align: center;">City Hall Parking Lot</p> <p>\$50 per day</p>
<p style="text-align: center;">Island Park</p> <p>Submit letter to the City Clerk who will then forward to the Wildlife Sanctuary Board and the Planning and Development Director for their review and recommendation.</p>	<p style="text-align: center;">APPROVED</p> <p style="text-align: center;">DATE <u>8/18/21</u></p> <p style="text-align: center;">BY <u>Anna Soch</u></p> <p style="text-align: center;"><u>Rochel Smolenski</u></p>

Return completed form with fee (by check) to City of Alpena Clerk's Office, 208 N. First Avenue, Alpena, MI, 49707. All questions can be directed to the City Clerk at (989) 354-1720, Monday through Friday, from 8 a.m. to 5 p.m.

- I. The purpose and character of the proposed Event is as follows:

Hayride and historical Cemetery Tour

- II. The proposed Event is to be conducted at (address):

Evergreen Cemetery

- III. The dates and hours during which the proposed Event is to be conducted are as follows:

Saturday October 23rd 7am to 9pm

- IV. Applicant estimates that the maximum number of persons expected at the Event for each day it is conducted is:

Approx. 160

- V. The applicant hereby agrees to observe and obey the minimum requirements contained in this policy and the laws of the City of Alpena, County of Alpena, and the State of Michigan. The applicant furthermore agrees to cooperate in all manners with law enforcement officials as the need may arise.

- VI. **HOLD HARMLESS CLAUSE:** The Person shall defend, pay on behalf of, and hold harmless the City of Alpena, its employees, agents, public officials, and volunteers from and against any and all losses, damages, expenses, claims, suits, and demand of whatever nature resulting from damages or injuries, including death, to any persons or property, and including any claim for losses incurred by reason of project delay, impact (soft) costs, or other intangible losses that might result from Person late or defective performance, caused by or arising out of any action, omission, or operation performed in connection with work attributable to this contract; provided, however, the Person shall not be required to indemnify the City of Alpena, its employees, agents, public officials, and volunteers for

**CROW MEMORIALS**

1451 W. Washington Ave., Alpena, MI 49707
Phone: 989-354-8535, Fax: 989-340-0462
crowmemorials.com

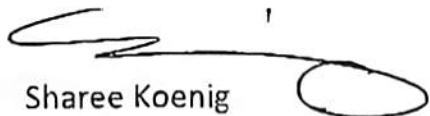
August 16, 2021

To whom it may concern,

Thank you so much for considering this event. We would like to add the following details for your consideration.

1. We have a dumpster at Crow to dispose of any and all waste generated from this event.
2. Parking will be surrounding our building.
3. We will provide handicap accessible restrooms.

In closing, thank you so much for considering this permit. We hope this is a great event for the community. If you should have any questions or concerns, please feel free to contact me.



Sharee Koenig

Memorialist/Store Manager

1451 West Washington Ave

Alpena, MI 49707

989-354-8535

Cell 989-590-0181



any damages or injuries, including death, to any person or property caused solely and exclusively by the negligence of the City of Alpena, its employees, public officials, and volunteers.

Date: 8-16-21


Applicant's Signature

Received by City Clerk's Office: ,

By: Kate Ayman

Date: 8-17-21

Approved

By: _____

Date: _____

Contact DPW at (989) 354-1780 to make arrangements to pick up the key (Bandshell and Mich-e-ke-wis rentals). Office hours for DPW are Monday – Friday, 7 a.m. to 3:30 p.m.

IF YOU DO NOT PICK UP THE KEY PRIOR TO YOUR RENTAL DATE, THERE WILL BE A CHARGE FOR A CITY EMPLOYEE TO BE CALLED OUT TO GET YOU A KEY. THE AMOUNT CHARGED WILL BE APPROXIMATELY \$70.00, AND IT WILL BE DEDUCTED FROM YOUR DEPOSIT.

LARGE EVENT STAFF REVIEW AND COMMENT

(STAFF USE ONLY)

CITY STAFF SHALL MARK THE APPROPRIATE ITEMS TO BE PROVIDED BY THE APPLICANT

- ☐ Police and fire protection
- ☐ Food and water supply and facilities
- ☐ Health and sanitation facilities
- ☐ Medical facilities and services, including emergency vehicles and equipment
- ☐ Vehicle access and parking
- ☐ Camping and trailer facilities
- ☐ Illumination facilities
- ☐ Communication facilities
- ☐ Noise control and abatement
- ☐ Facilities for clean-up and waste control
- ☐ Barrier locations and type
- ☐ Insurance and bonding agreement
- ☐ Attach a detailed map or maps of the overall site of the proposed assembly
- ☐ Waiver of Liability
- ☐ Emergency contact information including name, telephone number, address, and email address

Attach a detailed explanation, including drawings and diagrams where applicable, of the applicants plan to provide for all of the above checked items.

CITY OF ALPENA EVENT RULES AND REGULATIONS

1. Reservations for use of the parks and facilities may be taken for the current calendar year or the following calendar year.
2. Reservations may be made by mail or in person at the City Clerk's Office, City Hall, 208 N. First Avenue, Alpena, MI 49707, (989) 354-1720.
3. Reservations are not confirmed nor considered until payment and deposit is received with reservation application or confirming letter is sent.
4. All applications will be considered on a first received basis, per the appropriate tier.
5. Persons must be 18 years old or older to reserve a facility.
6. Patrons are responsible for keeping the parks clean by leaving the surrounding grounds free of litter after the event. Further fees may be assessed and/or future access to park facilities through reservations may be prohibited. Any deposit collected is to be returned if patrons have cleaned their area and taken additional refuse with them and no damages are evident.
7. If picnic tables are relocated for the event, they must be returned to their original location.
8. All advertising shall be limited to identification and/or location of the event. All sales of merchandise or other material is prohibited unless allowed by permit.
9. Use of the parks or facilities for profit by any individual, entity, or organization shall be prohibited or allowed by permit only.
10. The permit holder further agrees to pay the City of Alpena for damages to the property caused by any person during the permitted event.
11. The City of Alpena Parks are open from 8 AM to 11 PM, unless otherwise posted at the main vehicle entrance to the park. Variance to this shall be authorized as outlined in the permit.

GENERAL PARK RULES

1. Alcohol is not permitted in City Parks unless the City Manager promulgates rules to the contrary.
2. Glass is prohibited in City Parks.
3. Owners must ensure that their pets are controlled per City of Alpena ordinances and the owners shall be responsible for cleaning up any droppings.
4. All motorized vehicles must remain in designated parking areas unless expressly approved in the application.
5. Park Hours are from 8:00 AM until 11:00 PM each day unless amended by the City Manager.



APPLICATION FOR PERMIT/RESERVATION LARGE EVENT APPLICATION (More than 100 People)

City of Alpena

208 N. First Avenue, Alpena, MI 49707

(989) 354-1720 – fax (989) 354-1709

Facility Needed: 1 OCTOBER 2ND, 2021 Beginning Time NOON am/pm
Day Date

Approximate Number of People in Party 250 Ending Time MIDNIGHT am/pm

Event Description CRAFT BEER AND LIVE MUSIC FESTIVAL

Name of Organization: SUNRISE SUDS TAP TAKEOVER

Name of Applicant: ERIC PETERSON Phone Number: 989 657 0807

Address
Applicant: 25217 US23 S PRESQUE ISLE Email: THE FRESH PALATE GOURMET@LIVE.COM

Applicant's Signature: [Signature] Date: 3.23.2021

Reservation of a facility does not guarantee full use of other park facilities.

Mark ALL facilities you are requesting the use of

Parks Available for Reservation

Bay View Park		Mich-e-ke-wis Park	
<input type="checkbox"/>	Four Tennis Courts - \$5/court/hr	<input type="checkbox"/>	Building - \$125 plus \$100 deposit (includes 8 tables & refuse receptacles)
<input type="checkbox"/>	Three Basketball Courts - \$5/court/hr		
<input type="checkbox"/>	Band Shell - \$200 deposit		
		Starlite Beach	
<input type="checkbox"/>	Building – Fees/Rentals through McRae Park Association	<input type="checkbox"/>	Pavilion - \$50 plus \$100 deposit (includes 20 picnic tables & 4 refuse receptacles)
<input type="checkbox"/>	Two Tennis Courts - \$5/court/hr		
<input type="checkbox"/>	Two Basketball Courts - \$5/court/hr	Culligan Plaza	
		<input type="checkbox"/>	Open gathering area - \$50 per max 4 hour event

APPROVED
DATE 8/31/21
BY Anna Sork
Rochel Snodgrass

Return completed form with fee (by check) to City of Alpena Clerk's Office, 208 N. First Avenue, Alpena, MI, 49707. All questions can be directed to the City Clerk at (989) 354-1720, Monday through Friday, from 8 a.m. to 5 p.m.

I. The purpose and character of the proposed Event is as follows:

THE PURPOSE IS TO BRING THE COMMUNITY TOGETHER
IN CELEBRATION. THE CHARACTER IS LIVE MUSIC
ON THE STREETS OF ALPENA WITH CRAFT BEER
TO SAMPLE FROM MICHIGAN BREWERIES

II. The proposed Event is to be conducted at (address):

DOWNTOWN ALPENA STREETS 2ND AVE FROM CHISHOLM TO WATER

III. The dates and hours during which the proposed Event is to be conducted are as follows:

OCTOBER 2ND, 2021

NOON UNTIL MIDNIGHT

IV. Applicant estimates that the maximum number of persons expected at the Event for each day it is conducted is:

250

V. The applicant hereby agrees to observe and obey the minimum requirements contained in this policy and the laws of the City of Alpena, County of Alpena, and the State of Michigan. The applicant furthermore agrees to cooperate in all manners with law enforcement officials as the need may arise.

VI. **HOLD HARMLESS CLAUSE:** The Person shall defend, pay on behalf of, and hold harmless the City of Alpena, its employees, agents, public officials, and volunteers from and against any and all losses, damages, expenses, claims, suits, and demand of whatever nature resulting from damages or injuries, including death, to any persons or property, and including any claim for losses incurred by reason of project delay, impact (soft) costs, or other intangible losses that might result from Person late or defective performance, caused by or arising out of any action, omission, or operation performed in connection with work attributable to this contract; provided, however, the Person shall not be required to indemnify the City of Alpena, its employees, agents, public officials, and volunteers for any damages or injuries, including death, to any person or property caused solely and exclusively by the negligence of the City of Alpena, its employees, public officials, and volunteers.

Date: 3.23.2021

E. S. R. A.

Applicant's Signature

Received by City Clerk's Office:

By: Kate Lyndman

Date: 3-26-21

Approved

By: _____

Date: _____

Contact DPW at (989) 354-1780 to make arrangements to pick up the key (Bandshell and Mich-e-ke-wis rentals). Office hours for DPW are Monday – Friday, 7 a.m. to 3:30 p.m.

IF YOU DO NOT PICK UP THE KEY PRIOR TO YOUR RENTAL DATE, THERE WILL BE A CHARGE FOR A CITY EMPLOYEE TO BE CALLED OUT TO GET YOU A KEY. THE AMOUNT CHARGED WILL BE APPROXIMATELY \$70.00, AND IT WILL BE DEDUCTED FROM YOUR DEPOSIT.

CHECKED BOXES WILL BE
PROVIDED BY EVENT HOST

LARGE EVENT MINIMUM REQUIREMENTS

Applications for large events are subject to subsections A through L, and such additional requirements as may be imposed. The information for all those items checked must be submitted to the City Clerk's Office four (4) weeks prior to the event.

☒ **A. SECURITY PERSONNEL** – The sponsor shall employ, at its own expense, such security personnel as are necessary and sufficient to provide for the adequate security and protection of the maximum number of persons at the event and for the preservation of order and protection of property in and around the site of the event. No permit shall be issued unless the City of Alpena Police Department is satisfied that such necessary and sufficient security personnel will be provided by the sponsor for the duration of the event.

☒ **B. RESTROOM FACILITIES** – The sponsor shall provide additional restroom facilities as needed beyond those regularly provided by the City of Alpena. The numbers and types of facilities required shall be determined, on the basis of the number of persons to attend the event, in the following manner:

<u>Facilities</u>	<u>Male</u>	<u>Female</u>
Toilets	1:200	1:75
Urinals	1:150	N/A

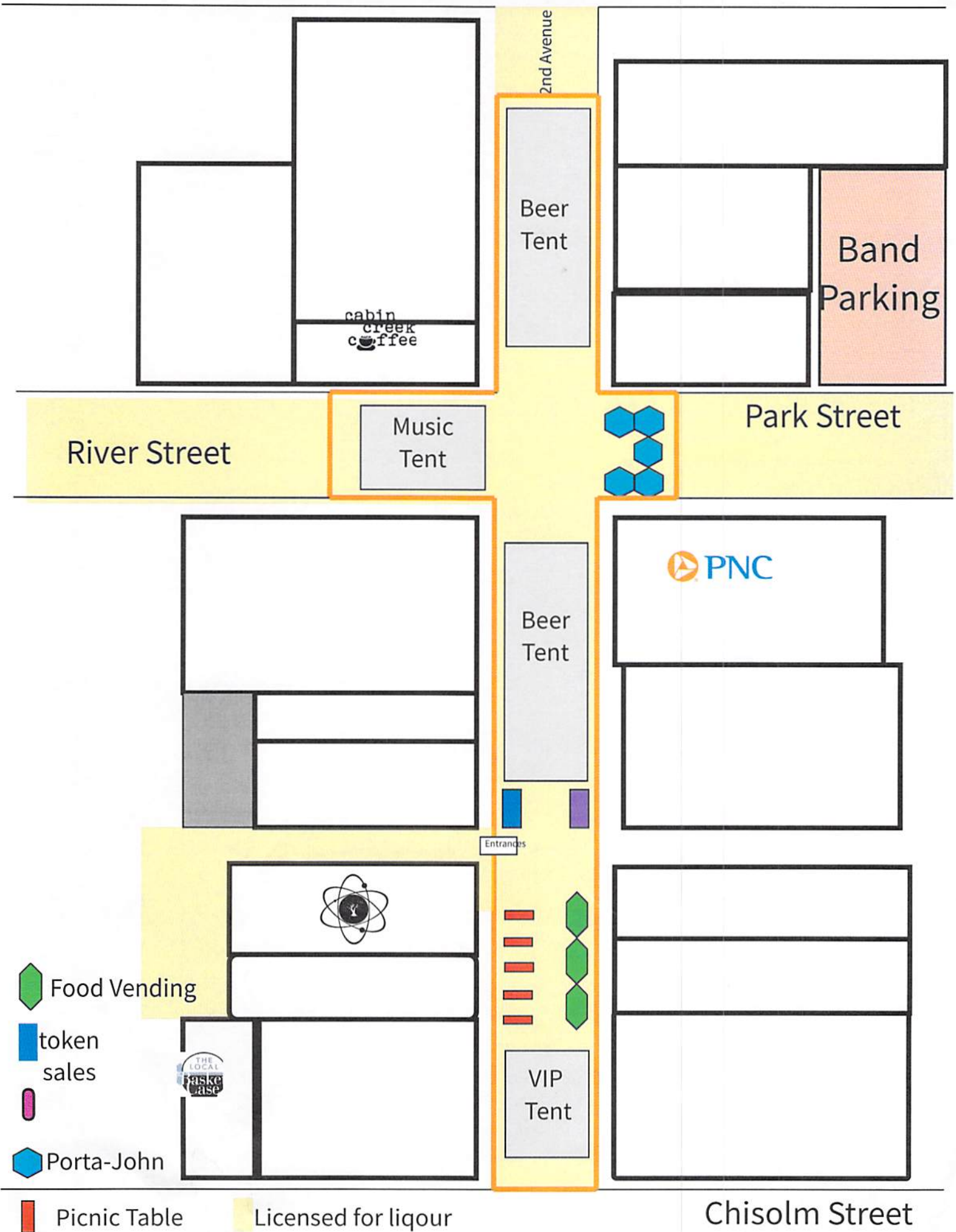
If Unisex facilities are to be provided, the following ratio is to be followed: 1:75

The sponsor shall provide for liquid waste disposal in accordance with all rules and regulations pertaining thereto by the Alpena County Health Department. An executed agreement shall be provided to the City between the sponsor and a licensed pumper or hauler, which agreement will assure proper, effective, and frequent removal of liquid waste from the premises so as to neither create a nuisance nor menace to the public health.

☒ **C. FOOD SERVICE:** If food service is made available on the premises, it shall be delivered only through caterers or vendors licensed and in accordance with provisions of the local health department being District Health Department #4, (989) 356-4507.

☐ **D. MEDICAL PERSONNEL/FACILITIES:** The sponsor shall provide for medical personnel and facilities. The kind, location, staff strength, medical and other supplies and equipment of such facilities shall be approved by the Fire Chief for the City of Alpena. An ambulance may be required for events including, but not limited to, running races and triathlons. Such ambulance will be located with unencumbered access to the persons in attendance at the event and a clear route of egress from the event conducive to rapid travel shall be maintained at all times.

- ☒ **E. GARBAGE & TRASH DISPOSAL:** The sponsor shall provide for solid waste storage on, and disposal from, the premises. Storage shall be in covered, fly tight and rodent-proof containers, provided in sufficient quantity to accommodate the number of persons attending the event. An executed agreement shall be provided to the City between the sponsor and a licensed solid waste collector, which agreement will assure proper, effective, and frequent removal of solid waste from the premises so as to neither create a nuisance nor menace to the public health.
- ☐ **F. ACCESS AND TRAFFIC CONTROL:** The sponsor shall provide for ingress and egress from the premises so as to ensure an orderly flow of traffic onto and off from the premises. Traffic lanes and other space shall be provided and kept open for access by ambulance, fire equipment, and other emergency services as required by the City of Alpena Fire Chief and Police Chief.
- ☐ **G. PARKING:** At each park either on-street or off-street parking is provided. Parking shall only be allowed in designated and maintained parking areas. The sponsor shall provide for and ensure orderly parking and shall maintain such parking and traffic patterns within the parking area as to assure that each vehicle shall have a clear route by which to leave the parking area at all times.
- ☒ **H. ILLUMINATION:** The sponsor shall provide additional electrical illumination of all occupied areas to ensure the safety and comfort of all event attendees if required by the Police Chief.
- ☒ **I. INSURANCE:** Any sponsor, individual, applicant, or entity holding an event in the City of Alpena's Parks shall be required to have liability insurance in the amount of at minimum one million dollars (\$1,000,000) and shall name the City of Alpena as an additional insured.
- ☒ **J. BARRIER:** The sponsor may be required to erect a barrier completely enclosing the site. Such barrier shall have sufficient height and strength as will preclude persons in excess of the maximum permissible persons from gaining access and such barrier shall have sufficient gates, properly located, so as to provide ready and safe ingress and egress. The sponsor shall insure that public sidewalks, streets, alleys, and rights-of-way are not blocked or obstructed by the participants at the event, their vehicles, or their activities. The City reserves the right to establish a capacity for the area requested to be utilized by an event.
- ☐ **K. MISCELLANEOUS:** Prior to issuance of a permit, the City of Alpena may impose any other condition(s) reasonably calculated to protect the health, safety, welfare, and property of persons attending the event, persons visiting the park, or citizens of the City of Alpena.
- ☐ **L. COST RECOVERY:** The City reserves the right to recover costs from the applicant for any and all work incurred by the City resultant from the event and failure on the part of the applicant to comply with this policy. If warranted by City staff, a bond may be required in advance of the event.





City Hall
208 North First Avenue
Alpena, Michigan 49707
www.alpena.mi.us

PROCLAMATION

Whereas, the Siller Family started the Stephen Siller Tunnel to Towers Foundation to honor the memory of their brother, Stephen, a New York City firefighter (FDNY) who lost his life on September 11, 2001 after strapping on his gear and running through the Brooklyn Battery Tunnel to the Twin Towers; and

Whereas, the goal of the Stephen Siller Tunnel to Towers Foundation is to continue Stephen's legacy by supporting our nation's first responders and service members. And their mission is to honor the sacrifice of firefighter Stephen Siller who laid down his life to save others on September 11, 2001 and to honor our military and first responders who continue to make the supreme sacrifice of life and limb for our country; and

Whereas, Building for America's Bravest, a program of the Stephen Siller Tunnel to Towers Foundation, constructs specially adapted smart homes for our most catastrophically injured service members. Each home is custom designed to address the unique needs of each individual. Energy efficient, automated and easily accessible—these homes use "adaptive technology" to help our most severely injured heroes live better, more independent lives; and

Whereas, the Fallen First Responder Program supports the families of our law enforcement, firefighters, and emergency workers that lost their lives under extraordinary circumstances in the line of duty; and

Whereas, the Gold Star Family Program Honors the Legacy of those who made the ultimate sacrifice while serving our country. The foundation provides a 100% mortgage free home to the surviving spouse with young children; and

Whereas, the Tunnel to Towers 5K Run/Walk Series was created to retrace the final steps of Stephen Siller. The run and walk event pays homage to all first responders who made, and continue to make, extraordinary sacrifices in the line of duty; and

Whereas, the Alpena Tunnel to Towers 5k Run/Walk will be held on September 11, 2021, starting at the Band Shell at Bay View Park. Registration begins at 9:00 a.m.

Now, Therefore, I, Matthew Waligora, by virtue of the authority vested in me as Mayor of the City of Alpena, **Do Hereby Proclaim**, Saturday, September 11, 2021 as

Stephen Siller Tunnel to Towers Recognition Day in the City of Alpena

and encourage residents to participate in the event following the suggestions on the website or Facebook page, and support all our local public safety officers and service members.

Signed at Alpena, Michigan this 7th day of September 2021.

Matthew J. Waligora
Mayor

City of Alpena Ordinance No. 21-462

An ordinance to amend the City of Alpena Zoning Ordinance Article 2 (Construction of Language and Definitions), Article 3 (General Provisions), Article 5 (District Regulations), and Article 7 (Supplemental Development Regulations).

City of Alpena, Alpena County, Michigan ordains:

SECTION 1: AMENDMENT TO THE CITY OF ALPENA ZONING ORDINANCE

That the City of Alpena Zoning Ordinance, Article 2 (Construction of Language and Definitions) is hereby amended to read as follows:

Section 2.1 Definitions

ADULT FOSTER CARE:

A governmental or non-governmental establishment that provides foster care to adults. It includes facilities and foster care homes for adults who are aged, mentally ill, developmentally disabled, or physically disabled who require supervision on an ongoing basis but who do not require continuous nursing care.

A. The following additional definitions shall apply in the application of this Ordinance.

1. **ADULT DAY CARE FACILITY:** A facility receiving adults for care for periods of less than twenty four (24) hours in a day, for more than two (2) weeks in any calendar year. Care for persons related by blood or marriage to a member of the family occupying the dwelling is excluded from this definition.
2. **ADULT FOSTER CARE FAMILY HOME:** A private residence with the approved capacity to receive six (6) or fewer adults to be provided supervision, personal care, and protection in addition to room and board, twenty-four (24) hours a day, five (5) or more days a week and for two (2) or more consecutive weeks. The adult foster care family home licensee must be a member of the household and an occupant of the residence.
3. **ADULT FOSTER CARE SMALL GROUP HOME (7-12 ADULTS):** An adult foster care facility with the approved capacity to receive at least seven (7) but not more than twelve (12) adults who are provided supervision, personal care, and protection in addition to room and board, for twenty-four (24) hours a day, five (5) or more days a week, and for two (2) or more consecutive weeks.
4. **ADULT FOSTER CARE LARGE GROUP HOME (13-20 ADULTS):** A facility with approved capacity to receive at least thirteen (13) but not more than twenty (20) adults to be provided supervision, personal care, and protection in addition to room and board, twenty-four (24) hours a day, five (5) or more days a week, and for two (2) or more consecutive weeks.
5. **ADULT FOSTER CARE CONGREGATE FACILITY (MORE THAN 20 ADULTS):** An adult foster care large group home with the approved capacity to receive more than twenty (20) adults to be provided with foster care.

6. **STATE-LICENSED RESIDENTIAL FACILITY (6 OR LESS):** A structure constructed for residential purposes that is licensed by the State pursuant to **1979 PA 218 (Adult Foster Care Licensing Act)**, as amended, being Sections 400.701 to 400.737 of the Michigan Compiled Laws, or **1973 PA 116 (Child Care Organizations)**, as amended, being Sections 722.111 to 722.128 of the Michigan Compiled Laws, which provides resident services or care for six (6) or fewer individuals under twenty-four (24) hour supervision for persons in need of that supervision or care. The licensee is NOT a member of the household nor is an occupant of the residence.

B. An adult foster care facility does not include the following:

1. A nursing home licensed under Article 17 of the **Public Health Code, 1978 PA 368**, MCL 333.20101 to 333.22260.
2. A home for the aged licensed under Article 17 of the **Public Health Code, 1978 PA 368**, MCL 333.20101 to 333.22260.
3. A hospital licensed under Article 17 of the **Public Health Code, 1978 PA 368**, MCL 333.20101 to 333.22260.
4. A hospital for the mentally ill or a facility for the developmentally disabled operated by the department of community health under the **Mental Health Code, 1974 PA 258**, MCL 330.1001 to 330.2106.
5. A county infirmary operated by a county department of social services or family independence agency under Section 55 of the **Social Welfare Act, 1939 PA 280**, MCL 400.55.
6. A child caring institution, children's camp, foster family home, or foster family group home licensed or approved under **1973 PA 116**, MCL 722.111 to 722.128, if the number of residents who become 18 years of age while residing in the institution, camp, or home does not exceed the following:
 - a. Two (2), if the total number of residents is ten (10) or fewer.
 - b. Three (3), if the total number of residents is not less than eleven (11) and not more than fourteen (14).
 - c. Four (4), if the total number of residents is not less than fifteen (15) and not more than twenty (20).
 - d. Five (5), if the total number of residents is twenty-one (21) or more.
7. A foster family home licensed or approved under **1973 PA 116**, MCL 722.111 to 722.128, that has a person who is eighteen (18) years of age or older placed in the foster family home under section 5(7) of **1973 PA 116**, MCL 722.115.
8. An establishment commonly described as an alcohol or a substance abuse rehabilitation center, a residential facility for persons released from or assigned to adult correctional institutions, a maternity home, or a hotel or rooming house that does not provide or offer to provide foster care.
9. A facility created by the **Michigan Veteran's Facility Act 1885 PA 152**, MCL 36.1 to 36.12.

10. An area excluded from the definition of adult foster care facility under Section 17(3) of the **Continuing Care Community Disclosure Act, 2014 PA 448**, MCL 554.917

11. A private residence with the capacity to receive at least one (1) but not more than four (4) adults who all receive benefits from a community mental health services program if the local community mental health services program monitors the services being delivered in the residential setting.

INOPERABLE MOTOR VEHICLE: An inoperable motor vehicle is one that is not capable of travel on public highways due to any of the following:

1. The vehicle does not have a valid and current registration;
2. The vehicle is not licensed for operation upon the highways of the state
3. The vehicle is not operable under its own power because of missing, damaged, or broken equipment.

EGLE: Michigan Department of the Environment, Great Lakes and Energy or any subsequently named agency (such as the Department of Environmental Quality).

(Add to Sexually Oriented Businesses definitions)

HUMAN: Besides the customary meaning, the term “human” shall also include non-living anthropomorphic (resembling human) devices, both physical and digital.

ESCORT AGENCY: Any business, agency, or person who, for a fee, commission, hire, reward, or profit, furnishes or offers to furnish names of persons, or who introduces, furnishes, or arranges for persons, who may accompany other persons to or about social affairs, entertainments, or places of amusement, or who may consort with others about any place of public resort or within any private quarters.

ACCESSORY DWELLING UNIT: An accessory residential dwelling unit is one which is located on the same lot as a single-family dwelling unit, either within the same building as the single-family dwelling unit or in a detached building. Accessory dwelling units shall be developed in accordance with the standards set forth in Section 7.32 and only in those zoning districts where the use is listed.

WIRELESS FACILITIES DEFINITIONS:

1. **ANTENNA ARRAY:** An Antenna Array is one or more rods, panels, discs or similar devices used for the transmission or reception of radio frequency signals, which may include omni-directional antenna (rod), directional antenna (panel), parabolic antenna (disc), or any other antenna configuration. The Antenna Array does not include the Support Structure.
8. **SMALL CELL WIRELESS FACILITY:** A wireless facility that meets both of the following requirements:
 - a. Each antenna is located inside an enclosure of not more than six (6) cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements would fit within an imaginary enclosure of not more than six (6) cubic feet.
 - b. All other wireless equipment associated with the facility is cumulatively not more than twenty-five (25) cubic feet in volume. The following types of associated ancillary equipment are not included

in the calculation of equipment volume: electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

A small cell wireless facility is not considered an accessory building or accessory structure.

9. **SUPPORT STRUCTURE**: A Support Structure is a structure designed and constructed specifically to support an Antenna Array, and may include a monopole, self-supporting (lattice) tower, and other similar structures. Any device (Attachment Device) which is used to attach an Attachment Structure shall be excluded from this definition. Also known as "tower."
11. **WIRELESS COMMUNICATION FACILITY**: A Wireless Communication Facility is any facility for the transmission and/or reception of wireless communications services, usually consisting of an Antenna Array, connection cables, an Equipment Facility and a Support Structure. A Wireless Communication Facility also includes an Antenna Array attached to an existing building or structure (Attachment Structure).
12. **WIRELESS COMMUNICATION FACILITY (GROUND-MOUNTED) – ALSO CALLED "EARTH STATION OR GROUND STATION"**: A wireless communication facility in which the antenna array is mounted to the ground or any other surface and does not use a Wireless Communications Support Structure (tower).

That the City of Alpena Zoning Ordinance Article 3 (General Provisions) is hereby amended to read as follows:

Section 3.12 Accessory Uses

B. Sale/Storage of Vehicles:

1. A resident of a dwelling unit may have not more than two (2) motorized vehicles for sale on the site of such dwelling unit at any time and in no instance shall vacant residential lots or parcels be utilized for the sale of vehicles.
2. A resident may repair vehicles of the resident on the property of the resident's dwelling unit; however, in no instance shall a resident repair the vehicles of other than a resident of the dwelling unit on said property.
3. In no instance shall vehicles for sale be displayed in a front yard other than ~~on~~ in the driveway.
4. No more than one (1) inoperable vehicle may be stored outside the dwelling or the garage of the dwelling. Any such inoperable vehicle stored outside the dwelling or garage of the dwelling shall not be stored in the front yard and shall be properly covered with a car cover which is manufactured for that purpose.
5. Vehicles utilized for demolition derbies, bump and runs, or similar events shall not be stored or repaired in a front or side yard and shall only be stored or repaired in a rear yard. Vehicles used for demolition derbies bump and runs, or similar events shall be screened from view of

neighboring property or rights-of-way or shall be kept in an accessory building or attached garage. Vehicles utilized for demolition derbies bump and runs, or similar events shall only be stored/repared on a solid foundation made of concrete or a similar impermeable material (not soil or grass).

Add **Section 3.34 Natural Gardens**

All property owners shall conform to the City of Alpena Code of Ordinances Chapter 102, Article III (Noxious Vegetation). Property owners may keep up to twenty-five (25%) percent of their rear yard as a natural garden of unmown vegetation, native to Michigan, for the purpose of providing a natural ecosystem for insects and wildlife. Said natural garden shall maintain side and rear principal building setbacks. At no time shall this natural garden become a nuisance to neighboring property owners due to the proliferation of natural vegetation, insects, or wildlife into the neighboring yards. Unmown vegetation within a natural garden shall not grow to a height greater than four (4) feet.

That the City of Alpena Zoning Ordinance, Article 5 (District Regulations) is hereby amended to read as follows:

Section 5.26 Use Matrix (Communications and Human Care and Social Assistance sections)

TABLE OF PERMITTED USES & SPECIAL LAND USES																		
R = Permitted by right																		
S = Permitted with a Special Use Permit																		
	R1	R2	RT	RM1	RM2	OS1	CBD	CCD	B1	B2	B3	I1	I2	P1	WD	CR	PR	
COMMUNICATIONS																		
Amateur Radio Antennae (roof- or ground-mounted)	R*	R*	R*	R*	R*	R*	R*	R*	R*	R*	R*	R*	R*		R*		R*	
Telecommunications Businesses (w/vehicle storage)								S		R	R	R	R					
Television/Radio Broadcasting Stations						R	R	R		R	R	R			R			
Video & Sound Recording Studios						R	R	R		R	R	R			R			
Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure						R*	R*	R*		R*	R*	R*	R*		R*			
Wireless communications facilities attached to monopole 75' or less in height						R*	R*			R*	R*	R*	R*		R*			
Wireless Communications Facility (ground mounted or not mounted to a support structure)											R*	R*	R*					
Wireless Communications Facility with Support Structure (Tower) or Alternative Tower Structures (over 75' in height) or any other type of wireless facility which does not fall under any other category of wireless facility						S*					S*	S*	S*					
Small Cell Wireless Facilities						S*		S*		S*	S*	S*	S*					
HUMAN CARE AND SOCIAL ASSISTANCE																		
Adult Day Care Facilities (in private home)	S	S	S	S	S													
Adult Day Care Facilities (not in private home)	S	S	S	S	S	R			R	R	R							
Adult Foster Care Family Homes (6 or less adults)	R	R	R	R	R													
Adult Foster Care Small Group Home (7-12 adults)	S	S	S	S	S	R		R										
Adult Foster Care Large Group Home (13-20 adults)						R		R										
Adult Foster Care Congregate Facilities (over 20 adults)						R		R										
Assisted Living Home				S*	S*	R*		R*										
Child Day Care Services (see following)																		
Family Child Care Home	R*	R*	R*	R*	R*													
Group Child Care Home	S*	S*	S*	S*	S*													
Child Care Center	S*	S*	S*	S*	S*	R*			R*	R*	R*							
Nursery Schools	S*	S*	S*	S*	S*	R*			R*	R*	R*							
Community/Emergency/ Relief Services						R		R		R	R							
Health Care /Dental /Optical Clinics						R	R	R	R	R	R				R			
Hospitals						S*				S*	S*							
Individual & Family Services						R		R		R	R							
Nursing/Convalescent Home				S*	S*	R*		R*										
Residential Human Care Facility				S*	S*	S*		S*		S*	S*							
State-Licensed Residential Facilities (6 or less)	R	R	R	R	R													
Vocational Rehabilitation Services						R		R		R	R							

Sections 5.7 (R-1 and R-2):

B. Uses Permitted by Right & Special Land Uses (Human Care and Social Assistance section)

R = Permitted by right S = Permitted with a Special Use Permit *Uses with Supplemental Regulations -Article 7	R-1	R-2
HUMAN CARE AND SOCIAL ASSISTANCE		
Adult Day Care Facilities (in private home)	S	S
Adult Day Care Facilities (not in private home)	S	S
Adult Foster Care Family Homes (6 or less adults)	R	R
Adult Foster Care Small Group Home (7-12 adults)	S	S
Child Day Care Services (see following)		
Family Child Care Home	R*	R*
Group Child Care Home	S*	S*
Child Care Center or Day Care Center	S*	S*
Nursery Schools	S*	S*
State-Licensed Residential Facilities (6 or less)	R	R

Sections 5.9 (RT):

B. Uses Permitted by Right & Special Land Uses (Human Care and Social Assistance section)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	RT
HUMAN CARE AND SOCIAL ASSISTANCE	
Adult Day Care Facilities (in private home)	S
Adult Day Care Facilities (not in private home)	S
Adult Foster Care Family Homes (6 or less adults)	R
Adult Foster Care Small Group Home (7-12 adults)	S
Child Day Care Services (see following)	
Family Child Care Home	R*
Group Child Care Home	S*
Child Care Center or Day Care Center	S*
Nursery Schools	S*
State-Licensed Residential Facilities (6 or less)	R

Sections 5.10 (RM-1 and RM-2):

B. Uses Permitted by Right & Special Land Uses (Human Care and Social Assistance section)

R = Permitted by right S = Permitted with a Special Use Permit *Uses with Supplemental Regulations -Article 7	RM 1	RM 2
HUMAN CARE AND SOCIAL ASSISTANCE		
Adult Day Care Facilities (in private home)	S	S
Adult Day Care Facilities (not in private home)	S	S
Adult Foster Care Family Homes (6 or less adults)	R	R
Adult Foster Care Small Group Home (7-12 adults)	S	S
Assisted Living Home	S*	S*
Child Day Care Services (see following)		
Family Child Care Home	R*	R*
Group Child Care Home	S*	S*
Child Care Center or Day Care Center	S*	S*
Nursery Schools	S*	S*
Nursing/Convalescent Home	S*	S*
Residential Human Care Facility	S	S
State-Licensed Residential Facilities (Adult Foster Care - 6 or less adults)	R	R

Section 5.11 (WD) Waterfront Development District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	WD
COMMUNICATIONS	
Amateur Radio Antennae (roof or ground mounted)	R*
Television/Radio Broadcasting Stations	R
Video & Sound Recording Studios	R
Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure	R*
Wireless communications facilities attached to monopole 75' or less in height	R*

Section 5.12 (CBD) Central Business District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	CBD
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof- or ground-mounted)</i>	R*
<i>Television/Radio Broadcasting Stations</i>	R
<i>Video & Sound Recording Studios</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>Wireless communications facilities attached to monopole 75' or less in height</i>	R*

Section 5.14 (CCD) Commercial Corridor District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	CCD
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof- or ground-mounted)</i>	R*
<i>Telecommunications Businesses (w/vehicle storage)</i>	S
<i>Television/Radio Broadcasting Stations</i>	R
<i>Video & Sound Recording Studios</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>Small Cell Wireless Facilities</i>	S*

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	CCD
HUMAN CARE AND SOCIAL ASSISTANCE	
<i>Adult Foster Care Small Group Home (7-12 adults)</i>	R
<i>Adult Foster Care Large Group Home (13-20 adults)</i>	R
<i>Adult Foster Care Congregate Facilities (over 20 adults)</i>	R
<i>Community/Emergency/ Relief Services</i>	R
<i>Assisted Living Home</i>	R*
<i>Health Care /Dental /Optical Clinics</i>	R
<i>Individual & Family Services</i>	R
<i>Nursing/Convalescent Home</i>	R*
<i>Residential Human Care Facility</i>	S*
<i>Vocational Rehabilitation Services</i>	R

Section 5.15 (OS-1) Office Service District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	OS1
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof- or ground-mounted)</i>	R*
<i>Television/Radio Broadcasting Stations</i>	R
<i>Video & Sound Recording Studios</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>Wireless communications facilities attached to monopole 75' or less in height</i>	R*
<i>Wireless Communications Facility with Support Structure (Tower) or Alternative Tower Structures (over 75' in height) or any other type of wireless facility which does not fall under any other category of wireless facility</i>	S*
<i>Small Cell Wireless Facilities</i>	S*

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	OS1
HUMAN CARE AND SOCIAL ASSISTANCE	
<i>Adult Day Care Facilities (not in private home)</i>	R
<i>Adult Foster Care Small Group Home (7-12 adults)</i>	R
<i>Adult Foster Care Large Group Home (13-20 adults)</i>	R
<i>Adult Foster Care Congregate Facilities (over 20 adults)</i>	R
<i>Assisted Living Home</i>	R*
<i>Child Day Care Services (see following)</i>	
<i>Child Care Center or Day Care Center</i>	R*
<i>Nursery Schools</i>	R*
<i>Community/Emergency/ Relief Services</i>	R
<i>Health Care /Dental /Optical Clinics</i>	R
<i>Hospitals</i>	S*
<i>Individual & Family Services</i>	R
<i>Nursing/Convalescent Home</i>	R*
<i>Residential Human Care Facility</i>	S*
<i>Vocational Rehabilitation Services</i>	R

Section 5.16 (B-1) Local Business District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	B1
HUMAN CARE AND SOCIAL ASSISTANCE	
<i>Adult Day Care Facilities (not in private home)</i>	R
<i>Child Day Care Services (see following)</i>	
<i>Child Care Center or Day Care Center</i>	R*
<i>Nursery Schools</i>	R*
<i>Health Care /Dental /Optical Clinics</i>	R

Section 5.17 (B-2) General Business District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	B2
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof- or ground-mounted)</i>	R*
<i>Telecommunications Businesses (w/vehicle storage)</i>	R
<i>Television/Radio Broadcasting Stations</i>	R
<i>Video & Sound Recording Studios</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>. Wireless communications facilities attached to monopole 75' or less in height</i>	R*
<i>Small Cell Wireless Facilities</i>	S*

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	B2
HUMAN CARE AND SOCIAL ASSISTANCE	
<i>Adult Day Care Facilities (not in private home)</i>	R
<i>Child Day Care Services (see following)</i>	
<i>Child Care Center or Day Care Center</i>	R*
<i>Nursery Schools</i>	R*
<i>Community/Emergency/ Relief Services</i>	R
<i>Health Care /Dental /Optical Clinics</i>	R
<i>Hospitals</i>	S*
<i>Individual & Family Services</i>	R
<i>Residential Human Care Facility</i>	S*
<i>Vocational Rehabilitation Services</i>	R

Section 5.18 (B-3) Commercial District:

B. Uses Permitted by Right & Special Land Uses (Communications and Human Care and Social Assistance sections)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	B3
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof or ground mounted)</i>	R*
<i>Telecommunications Businesses (w/vehicle storage)</i>	R
<i>Television/Radio Broadcasting Stations</i>	R
<i>Video & Sound Recording Studios</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>Wireless communications facilities attached to monopole 75' or less in height</i>	R*
<i>Wireless Communications Facility (ground mounted or not mounted to a support structure)</i>	R*
<i>Wireless Communications Facility with Support Structure (Tower) or Alternative Tower Structures (over 75' in height) or any other type of wireless facility which does not fall under any other category of wireless facility</i>	S*
<i>Small Cell Wireless Facilities</i>	S*

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	B3
HUMAN CARE AND SOCIAL ASSISTANCE	
<i>Adult Day Care Facilities (not in private home)</i>	R
<i>Child Day Care Services (see following)</i>	
<i>Child Care Center or Day Care Center</i>	R*
<i>Nursery Schools</i>	R*
<i>Health Care /Dental /Optical Clinics</i>	R
<i>Hospitals</i>	S*
<i>Community/Emergency/ Relief Services</i>	R
<i>Individual & Family Services</i>	R
<i>Residential Human Care Facility</i>	S*
<i>Vocational Rehabilitation Services</i>	R

Section 5.19 (I-1) Light Industrial District:

B. Uses Permitted by Right & Special Land Uses (Communications section)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	I1
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof or ground mounted)</i>	R*
<i>Telecommunications Businesses (w/vehicle storage)</i>	R
<i>Television/Radio Broadcasting Stations</i>	R
<i>Video & Sound Recording Studios</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>Wireless communications facilities attached to monopole 75' or less in height</i>	R*
<i>Wireless Communications Facility (ground mounted or not mounted to a support structure)</i>	R*
<i>Wireless Communications Facility with Support Structure (Tower) or Alternative Tower Structures (over 75' in height) or any other type of wireless facility which does not fall under any other category of wireless facility</i>	S*
<i>Small Cell Wireless Facilities</i>	S*

Section 5.20 (I-2) General Industrial District:

B. Uses Permitted by Right & Special Land Uses (Communications section)

R = Permitted by right S = Permitted with a Special Use Permit *uses with Supplemental Regulations -Article 7	I2
COMMUNICATIONS	
<i>Amateur Radio Antennae (roof or ground mounted)</i>	R*
<i>Telecommunications Businesses (w/vehicle storage)</i>	R
<i>Wireless communication and supporting equipment facilities located on existing attachment structures where antenna is 35' or less above the highest point of the existing structure</i>	R*
<i>Wireless communications facilities attached to monopole 75' or less in height</i>	R*
<i>Wireless Communications Facility (ground mounted or not mounted to a support structure)</i>	R*
<i>Wireless Communications Facility with Support Structure (Tower) or Alternative Tower Structures (over 75' in height) or any other type of wireless facility which does not fall under any other category of wireless facility</i>	S*
<i>Small Cell Wireless Facilities</i>	S*

That the City of Alpena Zoning Ordinance, Article 7 (Supplemental Development Regulations) is hereby amended to read as follows:

Section 7.32 Accessory Dwelling Units



The purpose of this section is to allow a minor amount of space within a dwelling to be rented or leased as separate living quarters for extended family or non-family members in all residential neighborhoods within the City. These provisions are further intended to provide reasonable control in recognition of the high percentage of owner occupied single family homes in the City. The purpose of these standards is also to prevent the undesirable proliferation of permanent two-family units which would, over time, disrupt the character of single family neighborhoods. The following regulations shall apply:

- A. One (1) accessory dwelling unit is allowed per lot.
- B. The accessory dwelling unit shall be rented or leased so the tenants are permanent residents rather than transients.
- C. The accessory dwelling unit shall not exceed six hundred (600) square feet or twenty-five (25) percent of the total floor area of the home, whichever is less, so that it remains an accessory use to the primary dwelling and does not result in the creation of a duplex or apartment building.
- D. The accessory dwelling unit shall be provided electricity, plumbing, and heat.
- E. The accessory dwelling unit shall contain only one (1) bedroom.
- F. The accessory dwelling unit shall be a self-contained unit and shall be:
 - 1. located above a garage, or
 - 2. attached to the primary dwelling or garage, or
 - 3. totally within a primary dwelling, or
 - 4. a detached stand-alone structure.
- G. The accessory dwelling unit shall have a separate exterior entrance which shall not be visible from the front yard.
- H. The residents of the primary structure shall maintain the accessory dwelling unit and shall ensure that no excessive noise, traffic, or blight occurs on the property.
- I. The accessory dwelling unit shall conform to the building code standards adopted by the City.
- J. One and one-half (1½) parking spaces shall be provided on-site for each dwelling unit.
- K. **Detached Stand-Alone Structures** shall be considered accessory structures. The following regulations shall apply:
 - 1. Such structures shall be located in the rear yard and shall be consistent in appearance with the principal structure.
 - 2. Such structures shall be a maximum of six hundred (600) square feet in size with a minimum width of twenty (20) feet.
 - 3. The property owner must reside on-site.

4. Separate water and sewer service must be provided.

Section 7.37 Wireless Facilities

A. PURPOSE

The purpose and intent of these regulations pertaining to wireless facilities including towers, antennas and structures (accessory buildings, structures, WIFI, antennas and other ground or pole mounted appurtenances) is to establish general guidelines for their location within the City and on individual lots or parcels. The City recognizes that it is in the public interest to permit the location of these facilities within its jurisdiction, while also recognizing the need to protect the adjacent and nearby properties from potential health, safety and aesthetic impacts that may result from the construction of such facilities. As such, these regulations seek to:

1. Protect residential areas from potential adverse impact of wireless facilities ~~towers and antennas~~;
2. Encourage the location of wireless facilities in nonresidential areas;
3. Minimize the total number of towers throughout the community;
4. Encourage the joint use of new and existing tower sites rather than the construction of additional towers;
5. Encourage developers of wireless facilities to configure them in a way that minimizes their adverse visual impact;
6. Enhance the ability of providers of wireless services to provide such services to the community quickly, effectively, and efficiently;
7. Consider the public health and safety of wireless facilities; and
8. Avoid potential damage to adjacent property from tower failure.
9. Amateur radio antenna: See [§7.3](#).

B. WIRELESS FACILITIES PERMITTED BY RIGHT WITH ADMINISTRATIVE REVIEW

The following wireless facilities shall be permitted by right following administrative review:

1. Wireless communication and supporting equipment facilities located on existing attachment structures within the OS-1, B-2, B-3, CBD, WD, CCD, I-1 and I-2 districts. Such antenna shall not extend more than thirty-five (35) feet above the highest point of the existing structure. Supporting equipment facilities shall be located within an enclosed structure and screened as necessary in accordance with the requirements of these regulations.



2. Wireless facilities attached to a monopole of seventy-five (75) feet or less in height and in compliance with the development standards of this Section within the OS-1, B-2, B-3, CBD, WD, I-1 and I-2 districts. An increase in total height by up to 20 feet may be approved upon review and approval by the Planning Commission following a determination that the additional height is necessary and will not negatively impact the neighborhood in which it is located.



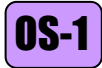
3. Wireless facilities co-located on an existing supporting structure approved for co-location and with sufficient space available for the additional equipment.
4. Wireless antennas and supporting appurtenances located on existing utility poles located with public rights-of-ways or within dedicated easements, or on private buildings or structures approved by City staff (WIFI and other similar telecommunications technology).
5. Administrative decisions may be appealed to the **Zoning Board of Appeals**, which shall render a decision following a public hearing in accordance with [§9.6](#).

C. PLANNING COMMISSION REVIEW

All wireless facilities not permitted by right shall require review and approval by the Planning Commission as a Special Use based on the following considerations:

1. Whether the facility offers opportunities for co-location.
2. Whether all applicable development standards are met.
3. Compatibility of the facility with existing uses located on the site and surrounding properties.
4. The extent to which granting the Special Use would substantially serve the public safety and welfare.
5. The suitability of the site for the proposed use.
6. Demonstration of need for the facility to be located at the subject site.
7. Whether conditions may be imposed by the Planning Commission or commitments made by the applicant which are sufficient to mitigate any potential adverse effects on neighboring properties identified during the review process.
8. Other factors that the Planning Commission may deem relevant.

Such Special Uses may be permitted in the OS-1, B-3, I-1 and I-2 districts (with the exception of Wireless Communications Facilities (ground-mounted) which are not allowed in OS-1).



D. APPROVAL PROCESS

An application for approval of Wireless Communications Facilities described in subsection C above shall include all information required by **subsection F (below)**.

1. After an application is filed, the Zoning Administrator shall determine whether the application is administratively complete. The application shall be considered to be administratively complete when the Zoning Administrator makes that determination or fourteen (14) business days after the Zoning Administrator receives the application, whichever is first.
2. If, before the expiration of the 14-day period under **subsection D.1**, the Zoning Administrator notifies the applicant that the application is not administratively complete, specifying the information necessary to make the application administratively complete, or notifies the applicant that a fee required to accompany the application has not been paid, specifying the amount due, the running of the 14-day period under **subsection D.1** is tolled until the applicant submits to the body or official the specified information or fee amount due. The notice shall be given in writing or by electronic notification.
3. **Administratively-Approved Wireless Communications Facilities.** After the application is deemed complete, the Zoning Administrator shall review the application and issue a zoning permit if all standards are met.
4. **Planning Commission-Approved Wireless Communications Facilities.**
 - a. After the application is deemed complete, a public hearing shall be held for wireless communications that are listed as a Special Land Use. The notice of the public hearing shall be given pursuant to **Section 9.6**.
 - b. The Planning Commission shall conduct a site plan review using the standards in **Section 6.6, Section 6.12 (for Special Land Uses)**, and **subsection E** below. The Planning Commission shall approve or deny the application not more than ninety (90) days after the application is considered to be administratively complete. If the Planning Commission fails to timely approve or deny the application, the application shall be considered approved and the Planning Commission shall be considered to have made any determination required for approval.

E. DEVELOPMENT STANDARDS

Notwithstanding any provision of this Zoning Ordinance, the following development standards shall apply to all Wireless Communication Facilities.

1. TOWER DESIGN

All ground mounted towers shall be either a self-supporting lattice or monopole design. Ground mounted towers requiring guy wires shall not be permitted. Guy wires for the support of antennas

located on the rooftops of buildings or on water towers may be approved upon review by staff or the Planning Commission.

2. HEIGHT

The maximum height of any Wireless Communications Facility shall be two hundred (200) feet above surface grade.

3. LOCATION ON PROPERTY

Wireless Communication Facilities with ground mounted towers shall be located in the rear yards of property. If no principal structure is located on the property, the Facility shall be located in the rear one-third (1/3) of the property.

4. SETBACKS

- a. **From Residential Districts:** Towers shall be located from any residential district a distance equal to twice the height of the proposed structure.
- b. **From Property Lines and Primary Electric Transmission Lines:** Towers shall be setback a minimum distance from adjoining properties and primary electric transmission lines equal to the height of the structure including antennas.
- c. **Ground Mounted Facilities/Other.** Ground-Mounted wireless communications facilities and other wireless communications facilities shall be set back at least one hundred seventy-five (175) feet from the outside edge of the equipment enclosure to each property line.
- d. The Planning Commission may reduce the setbacks specified in 4.a., 4.b, and 4.c above at its discretion based on a demonstrated need by the applicant and a determination that the health and safety of the public and adjacent properties is adequately protected.

5. FENCING AND LANDSCAPING

- a. **Fencing:** A solid fence/wall 8-feet in height constructed of painted, stained or treated lumber, textured concrete block or brick shall enclose the facility, including a locking gate complementary in design and color to the fence/wall. The enclosure shall be maintained in good repair.
- b. **Landscaping:** There shall be a minimum 4-foot wide landscape strip along the perimeter of the fence enclosure consisting of shrubs, flowers, groundcover and/or trees. This requirement may be waived or reduced if the enclosure is deemed to be adequately screened by existing vegetation and/or structures.

6. SIGNAGE

No signs other than signs required pursuant to federal, state or local law and ordinance shall be allowed on an antenna or tower or site.

7. AESTHETICS, PLACEMENT, MATERIALS AND COLORS

Wireless Communication Facilities shall be designed to be compatible with the existing structures and its surroundings to the extent feasible, including placement in a location which is consistent

with proper functioning of the Wireless Communications Facility, the use of compatible or neutral colors, or camouflage technology. Contrary color schemes shall be permitted only if mandated by the Federal Communications Commission (FCC), Federal Aviation Administration (FAA) or Michigan Aeronautics Commission (MAC). Written proof of such requirement shall be provided by the applicant.

8. LIGHTING

Wireless Communication Facilities shall not be artificially illuminated, directly or indirectly except for security and safety lighting, and other illumination as may be required by the Federal Communications Commission (FCC), Federal Aviation Administration (FAA) or Michigan Aeronautics Commission (MAC) or other applicable authority. All lighting shall be installed in a manner that will minimize impacts on adjacent properties. Lighting shall not be strobe lighting or other intermittent white lighting fixtures, unless expressly required by State or federal regulations. Such intermittent lighting shall be alternated with steady red lights at night if acceptable to State or Federal regulations. Lighting may consist of a red top light that does not pulsate or blink.

9. MAINTENANCE INSPECTIONS

All guyed towers, including those installed prior to this ordinance, shall be inspected every two years. Self-supporting towers shall be inspected every four years. Each inspection shall be by a qualified professional engineer or other qualified inspector, and any inspector-recommended repairs and/or maintenance should be completed without unnecessary delay. A copy of the final inspection report shall be filed with the Building Official. At a minimum each inspection shall include the following:

- a. **Tower structure:** Including bolts, loose or damaged members, signs of unusual stress or vibration.
- b. **Guy wires and fittings:** Check for age, strength rust, wear, general condition and any other signs of possible failure.
- c. **Guy anchors and foundations:** Assess for cracks in concrete, signs of corrosion, erosion, movement, secure hardware, and general site condition.
- d. **Condition** of antennas, transmission lines, lighting, painting, insulators, fencing, grounding, and elevator, if any.
- e. **For guyed towers:** Tower vertical alignment and guy wire tension (both required tension and present tension).

10. RADIO FREQUENCY EMISSIONS/SOUND

The following radio frequency emissions standards shall apply to all Wireless Communications Facility installations.

- a. **Radio Frequency Impact:** The FTA gives the FCC Jurisdiction of the regulation of Radio Frequency (RF) emissions, and Wireless Communications Facilities that do not exceed the FCC standards shall not be conditioned or denied on the basis of RF impact.
- b. **FCC Compliance:** In order to provide information to its citizens, copies of ongoing FCC information concerning Wireless Communications Facilities and RF emissions standards may

be requested. Applicants for Wireless Communications Facilities shall be required to provide information with the application on the measurement of the effective radiated power of the facility and how this meets the FCC standards.

11. SOUND PROHIBITION

No unusual sound emissions such as alarms, bells, buzzers or the like are permitted.

12. STRUCTURAL INTEGRITY

Wireless Communications Facilities with Support Structures shall be constructed to the Electronics Industries Association/Telecommunications Industries Association (EIA/TIA) 222 Revision F Standard entitled "Structural Standards for Steel Antennas Towers and Antenna Support Structures" (or equivalent), as may be updated and amended. Each Support Structure shall be capable of supporting multiple antenna arrays.

13. HISTORIC DISTRICTS AND DOWNTOWN DEVELOPMENT AUTHORITY DISTRICTS

- a. **Historic Districts:** Any Wireless Communication Facility proposed to be located within an established Historic District, including single site historic designations shall be subject to review by the City Historic District Commission (HDC). Review by the HDC shall be in accordance with procedures for a Certificate of Appropriateness. No administrative or Planning Commission review and action may occur unless a Certificate of Appropriateness has been granted.
- b. **Downtown Development Authority (DDA) District:** Any Wireless Communication Facility proposed to be located within the DDA District shall be subject to review by the DDA Board. No administrative or Planning Commission review and action may occur until a recommendation from the DDA is provided. Such recommendation shall be provided within thirty (30) days of its submittal by staff, otherwise the necessary review may proceed without DDA input.

F. APPLICATION REQUIREMENTS

All requests for a Zoning Permit or Special Use Permit regardless of Wireless Communications Facility type, including but not limited to a Temporary Wireless Communication Facilities, shall submit an application in accordance with the requirements of this section.

1. Application Contents

Each applicant requesting a Wireless Communication Facility or Temporary Wireless Communication Facility shall submit a complete set of drawings prepared by a licensed architect and/or engineer that will include a site plan, elevation view and other supporting drawings, calculations and other documentation showing the location and dimensions of the wireless communications facility and all improvements associated therewith, including information concerning specifications, antenna locations, equipment facility and shelters, curb cuts, parking, storm water retention, screening and landscaping. Applicants proposing to co-locate on an existing wireless communication facility shall include a Determination of Radio Frequency Compatibility with their application. The application shall be signed by both the Wireless Communication Facility owner and the property owner, if different.

2. Ownership

The Applicant shall provide documentation to the Planning Commission that clearly establishes the legal ownership of the tower. The applicant, its agents, successors, and assigns shall provide written notice to the Planning Staff of any changes in the legal ownership of the tower within thirty (30) days of the effective date of the change.

3. Proof of Filing FAA Form 7460-1, or as amended

A letter of receipt from the Federal Aviation Administration (FAA) providing proof of filing FAA Form 7460-1 and indicating the assigned AGL/File Number must be submitted along with application for all Wireless Communication Facilities within twenty thousand (20,000) feet of any airport runway, that exceed one hundred (100) feet in height.

4. Existing Network Locations

If a proposed Wireless Communication Facility is part of a larger network of similar facilities, a geographic and written depiction of all locations in this network shall accompany the petition for a proposed Wireless Communication Facility.

5. Affidavits of Co-location Agreement

All applicants for Wireless Communication Facilities must sign and provide the City of Alpena an Affidavit (if applicable) indicating:

- a. That no other co-location opportunities exist within a one-mile radius of the proposed facility, including proof that a good faith effort has been made; names, addresses, and telephone numbers of all owners of Wireless Communication Facilities to whom inquiries have been made; and
- b. Agreement to allow and reasonably market co-location (if applicable) of other Wireless Communication Facility users at rates that are comparable and competitive to those charged for location at comparable Wireless Communication Facilities. The statement shall include the applicant's policy regarding co-location of other providers and the methodology to be used by the applicant in determining reasonable rates to be charged to other providers. The Co-location Agreement shall be considered a condition of issuance of a Zoning Permit.

6. Application Fees

A plan review fee (administrative review) and a Determination of Radio Frequency Compatibility review fee (co-location applicants only), per the adopted Council Fee Schedule, shall accompany each application.

7. Technical Assistance

In the course of its consideration of an application, the Zoning Administrator, the Planning Commission or the Zoning Board of Appeals may deem it necessary, in complex situations, to employ an engineer(s) or other consultant(s) qualified in the design and installation of Wireless Communication Facilities (chosen by the City) to assist the City in the technical aspects of the application. In such cases, any additional reasonable costs incurred by the City not to exceed three thousand dollars (\$3,000) for the technical review and recommendation shall be reimbursed provided in the form of a cashier's check or money order by the applicant prior to the final hearing on filing a petition for the proposed Wireless Communication Facility.

G. CO-LOCATION POLICY

All new wireless communication facilities requiring a Special Use permit shall be engineered, designed and constructed to be capable of sharing the facility with other providers, to co-locate with other existing wireless communication facilities and to accommodate the future collocation of other wireless communication facilities. A Special Use permit shall not be issued until the applicant proposing a new wireless communication facility shall demonstrate that it has made a reasonable good faith attempt to locate its Wireless Communication Facility onto an existing structure. Competitive conflict and financial burden are not deemed to be adequate reasons against co-location.

All Wireless Communication Facilities with support structure up to a height of 150 feet shall be engineered and constructed to accommodate at least three (3) antenna array. All Wireless Communication Facilities with support structures greater than 150 feet in height shall be engineered and constructed to accommodate at least four (4) antenna array.

H. REMOVAL OF ABANDONED WIRELESS COMMUNICATIONS FACILITIES

Any Wireless Communication Facility that ceases operation for a continuous period of twelve (12) months shall be considered abandoned, and the City, at its election, may require the Wireless Communication Facility owner, or the property owner if the facility owner cannot be located or is no longer in business, to remove the Wireless Communication Facility within 90 days after notice from the City to remove the facility. If the abandoned Wireless Communication Facility is not removed within 90 days, the City may remove it and recover its costs from the facility's owner. At the time of construction the City may require a bond or letter of credit equal to the estimated cost to remove the tower. Such bond or letter of credit shall be of such duration, including renewals, equal to the estimated life of the tower. In the event the City does not require a bond or letter of credit, or the cost of removal exceeds the bond or letter of credit, the City shall invoice the owner for the amount due, and if not paid may be placed as a lien on the facility's property taxes.

If there are two or more users of a single Wireless Communication Facility, this provision shall not become effective until all providers cease to use the facility. If the owner of an abandoned Wireless Communication Facility cannot be located or is no longer in business, the requirements of this section shall be the responsibility of the landowner on whose property the Wireless Communication Facility is located.

I. REVOCATION PROCEDURE

Any Zoning or Special Use Permit issued for a Wireless Communication Facility pursuant to this Section may be revoked after a hearing as provided hereinafter. If the Planning and Zoning Staff finds that a permit holder has violated any provision of this Section, or has failed to make good faith reasonable efforts to provide or seek collocation, the Planning and Zoning Staff shall notify the permit holder in writing of the violations. The notice shall include the specific areas of non-compliance and specify the date by which such deficiencies must be corrected. The time for correction of deficiencies shall not exceed sixty (60) days. The permit holder shall provide the City with evidence that the required corrective action has been taken. Should the permit holder fail to correct any deficiencies in the time required, staff shall forward the violation to the Planning Commission for consideration, including a recommendation as to whether the permit should be revoked. The Planning Commission shall convene a public hearing pursuant to §9.6 of this Ordinance to consider revocation of the permit. After the appropriate public hearing, the Planning Commission may revoke the permit upon such terms and conditions, if any, that they may determine.

J. ZBA: See §8.2 (F)



K. Small Cell Wireless Facilities.

1. **Exempt Small Cell Wireless Facilities.** The co-location of a small cell wireless facility and associated support structure within a public right of way (ROW) is not subject to zoning reviews or approvals under this Ordinance to the extent it is exempt from such reviews under the **Small Wireless Communications Facilities Deployment Act, 2018 PA 365**, as amended. In such case, a utility pole in the ROW may not exceed forty (40') feet above ground level and a small cell wireless facility in the ROW shall not extend more than five (5') feet above a utility pole or wireless support structure on which the small cell wireless facility is co-located.
2. **Special Land Use Approval for Non-Exempt Small Cell Wireless Facilities.** The modification of existing or installation of new small cell wireless facilities or the modification of existing or installation of new wireless support structures used for such small cell wireless facilities that are not exempt from zoning review in accordance with **2018 PA 365**, as amended shall be subject to review and approval by the Planning Commission as a Special Land Use in accordance with the following procedures and standards:
 - a. The processing of an application is subject to all of the following requirements:
 - (1) Within thirty (30) days after receiving an application under this Section, the Planning Staff shall notify the applicant in writing whether the application is complete. The notice tolls the running of the 30-day period.
 - (2) The running of the time period tolled under **subsection (1)** resumes when the applicant makes a supplemental submission in response to the Planning staff's notice of incompleteness.
 - (3) The Planning Commission shall approve or deny the Special Land Use application and notify the applicant in writing within ninety (90) days after an application for a modification of a wireless support structure or installation of a small cell wireless facility is received or one hundred fifty (150) days after an application for a new wireless support structure is received. The time period for approval may be extended by mutual agreement between the applicant and Planning Commission.
 - b. The Planning Commission shall base their review of the request on the standards contained in **Sections 6.6** and **Section 6.12** provided, however, that a denial shall comply with all of the following:
 - (1) The denial is supported by substantial evidence contained in a written record that is publicly released contemporaneously.
 - (2) There is a reasonable basis for the denial.
 - (3) The denial would not discriminate against the applicant with respect to the placement of the facilities of other wireless providers.
 - c. In addition to the provisions set forth in **subsection b**, in the Planning Commission's review:

- (1) An applicant's business decision on the type and location of small cell wireless facilities, wireless support structures, or technology to be used is presumed to be reasonable. This presumption does not apply with respect to the height of wireless facilities or wireless support structures.
 - (2) An applicant shall not be required to submit information about its business decisions with respect to any of the following:
 - (a) The need for a wireless support structure or small cell wireless facilities.
 - (b) The applicant's service, customer demand for the service, or the quality of service.
 - (3) The Planning Commission may impose reasonable requirements regarding the appearance of facilities, including those relating to materials used or arranging, screening, or landscaping.
 - (4) The Planning Commission may impose spacing, setback, and fall zone requirements substantially similar to spacing, setback, and fall zone requirements imposed on other types of commercial structures of a similar height in a similar location.
- d. Within one (1) year after a zoning approval is granted, a small cell wireless provider shall commence construction of the approved structure or facilities that are to be operational for use by a wireless services provider, unless the Planning Commission and the applicant agree to extend this period or the delay is caused by a lack of commercial power or communications facilities at the site. If the wireless provider fails to commence the construction of the approved structure or facilities within the time required, the zoning approval is void.

L. Exemptions (Single-Use Towers and Masts).

Antenna towers and masts erected and operated as a residential or commercial accessory use serving only that property (devices covered by 47 CFR Section 1.4000) are exempt from this Section. An amateur radio service station antenna structure is regulated by **Section 7.3**. Other wireless structures may be erected at the minimum heights and dimensions sufficient to accommodate other such wireless transmissions. See **Over-the-Air Reception Devices (47 CFR Section 1.4000)**. Single-use tower and masts shall comply with all FCC rules and regulations in effect at the time they are erected. Property owners who erect single-use towers and masts shall notify the City prior to erecting such a tower. This exemption does not cover antennas used to transmit signals to and/or receive signals from multiple customer locations.

SECTION 2: SEVERABILITY

If any clause, sentence, paragraph or part of this Ordinance shall for any reason be finally adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgment is rendered.

SECTION 3: SAVING CLAUSE

The City of Alpena Zoning Ordinance, except as herein or heretofore amended, shall remain in full force and effect. The amendments provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

SECTION 4: EFFECTIVE DATE

The ordinance changes shall take effect upon the expiration of seven days after the publication of the notice of adoption.

Matthew J. Waligora, Mayor

Anna Soik, Clerk/Treasurer

I, Anna Soik, Clerk for the City of Alpena, hereby certify that the foregoing is a true and correct copy of Ordinance No. 21-462 of the City of Alpena, adopted by at a meeting of the Alpena City Council held on August 16, 2021.

A copy of the complete ordinance text may be inspected or purchased at the Alpena City Hall, at 208 N. First Avenue, Alpena, Michigan.

First Reading: August 16, 2021
Adopted: September 7, 2021
Published: _____

William A. Pfeifer, City Attorney



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

8/26/2021

Rachel Smolinski
Manager
City of Alpena, Michigan

Dear Mrs. Smolinski:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended June 30, 2020 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services


Memorandum



Date: September 1, 2021

To: Mayor and City Council Members

Copy: Rachel Smolinski, City Manager
Anna Soik, City Clerk/Treasurer/Finance Director

From: Stephen J. Shultz, City Engineer 

Subject: Water Recycling Plant Emergency Boiler Replacement

On August 31, 2021, the City received and opened bids for the replacement of the dual fuel boiler system within the Water Recycling Plant. The main boiler is a primary component in the treatment of residuals at the facility. Therefore, this replacement is considered an emergency and must be expedited to maintain operations.

Bid documents were sent to (10) ten firms and plan rooms and posted on the City's Website with two bids received as listed below:

Weinkauf Plumbing & Heating \$49,300.00

Johnson & Wood \$56,000.00

Sufficient funding for this project is available in the capital outlay item for the Water Recycling Plant.

It is my recommendation, as City Engineer, the Water Recycling Plant Emergency Boiler Replacement Project be awarded to Weinkauf Plumbing and Heating in the amount of \$49,300.





City of Alpena

Bid Name: 2021 Water Recycling Plant Emergency Boiler Replacement

Bid Open Date: 08/31/2021 @ 2:00 p.m.

Bidder	Addendum	Bid Security	Base Bid	Remarks
Johnson & Wood Alpena, MI	N/A		\$ 56,000	
Wemkauf Alpena MI	NA		\$46,850 Alt. \$2,450 for valves	

Unofficial – “As-Read” Results – Subject to Verification



Mechanical Contractors
1411 M-32 West
Alpena MI 49707
(989) 354-5427

Cooling and Refrigeration

31 August 2021

Alpena Water Recycling Plant
210 Harbor DR
Alpena, Mi. 49707

Re: Dual Fuel Boiler Replacement

Proposal:

Note: Current lead time for materials is 13-15 Weeks. Manufacturers are not promising anything on an emergency basis due to material shortages and COVID manufacturing shutdowns.

- Removal and disposal of existing boiler sections and housing.
- Disconnect and reconnect of existing burner.
- Installation of new Peerless sectional boiler and housing.
- Modification of the piping to connect to the new boiler as necessary.
- Electrical disconnect and reconnect.
- Electrical connection into the emergency shut off switches at space entries.
- All Permits.
- Exclusions – Water treatment, Burner Replacement, Boiler Isolation Valves, Bonds

Total Cost: \$ 46,850.00

Add Alternate:

- Replace the (2) 4" gate valves that isolate the boiler for service.
 - Add \$ 2,450.00

Note: It is highly recommended that a water treatment plan be put into place for the new boiler

Respectfully,

Teresa Dezelski
Weinkauf Plumbing and Heating
1411 M-32 West
Alpena MI 49707
teresad@weinkaufph.com
Office: 989-354-5427
Fax: 989-356-3483



Mechanical Contractors
1411 M-32 West
Alpena MI 49707
(989) 354-5427

Cooling and Refrigeration

Company Overview

Located in Alpena township, Weinkauf Plumbing & Heating has been proudly serving our community and surrounding areas since 1959. Weinkauf Plumbing & Heating has been family owned and operated into the second and third generations.

Weinkauf Plumbing and Heating is one of the largest plumbing, heating, and cooling contractor in the Alpena area. We have the resources to do a small commercial building to a large multi-story building. We have our own sheet metal shop for custom duct fabrication saving time and money.

The main contact for commercial work at Weinkauf Plumbing & Heating is Teresa Dezelski. Her contact information and the company information is listed below. Teresa will be the point of contact for ensuring that the boiler replacement is completed to the satisfaction of the City.

Teresa Dezelski
Weinkauf Plumbing and Heating
1411 M-32 West
Alpena MI 49707

teresad@weinkaufph.com
Office: 989-354-5427
Fax: 989-356-3483

Schedule

From Notice to Proceed:

- September 6-10, 2021
 - Project Award
 - Equipment ordered with a 13-15 week lead time due to materials shortages
 - **Manufacturers are not promising anything on an emergency basis due to material shortages and COVID manufacturing shutdowns.**
- December 6-17, 2021
 - Equipment Arrives
- December 13-30, 2021
 - Upon acknowledgement of shipping begin demo of existing boiler
 - Install new boiler and casing
 - Connect new boiler back to power and connect into emergency shut off system

Subcontractor List

- Thunder Bay Electric
 - Electrical disconnect and reconnect
 - Connection into the emergency shut off
 - 31 Years of experience in the electrical trades

Bids Due: August 31, 2021
Time: 2:00 p.m.

BID LIST
2021 Water Recycling Plant Emergency Boiler Replacement

Control Solutions
8535 Byron Commerce Dr. SW
Byron Center, MI 49315
Ph: 616-295-0379
jwyssocki@controlyourbuilding.com
jkauffman@controlyourbuilding.com

Weinkauf Plumbing & Heating Inc.
1411 M-32 West
Alpena MI 49707
Phone: 989-354-5427
robertm@weinkaufph.com
teresad@weinkaufph.com

Gauthier Heating & Cooling
5401 N. US-23
Black River, MI 48721
Ph: 989-474-2478
gauthierheating@yahoo.com

Goyette Mechanical
3965 Arrow Street
Oscoda, MI 48750
Ph: 877-469-3883
jgreene@goyette-mechanical.com

Alpena Supply
41 S. Eleventh Ave.
Alpena, MI 49707
Ph: 989-354-2181
garysuszek@alpenasupply.com

Johnson & Wood
2577 US 23 S.
Alpena, MI 49707
Ph: 989-941-5079
edh@johnsonwoodllc.com

Sweet Heating & Cooling
3021 State Rd.
Glennie, MI 48737
Ph: 989-735-4255
sweetheating@gmail.com

G & K Plumbing
6908 Wolf Creek Road
Herron, MI 49774
Ph: 989-884-2885
gnkplumbingandheating@gmail.com

Wise Plumbing & Cooling
2268 S. M-76
West Branch, MI 48861
Ph: 989-345-0680
Wise.heating@yahoo.com

Lakeshore Plumbing and Heating
1587 M-32
Alpena, Michigan 49707
Ph: 989-354-7574
lakeshoreplumbing@hotmail.com

Memorandum



Date: August 31, 2021

To: Rachel Smolinski, City Manager

Copy: City Municipal Council and Anna Soik, Clerk/Treasurer/Finance Director

From: Joel W. Jett, Chief of Police

Subject: Sealed Bids Received for Upfitting of Police Vehicles

On August 16, 2021, the City received and opened bids for the equipment upfitting of two new utility patrol vehicles. The four bids received were:

- EVC, LLC of Kalamazoo, Michigan \$23,533.58
- Arrowhead Upfitters of Lapeer, Michigan \$24,470.00
- Winder Police Equipment of Southgate, Michigan \$25,472.74
- Priority One Emergency of Canton, Michigan \$26,027.34

Although EVC, LLC provided the lowest bid, I am recommending we award the project to Arrowhead Upfitters of Lapeer, Michigan. I believe the company offers the best overall value to the City of Alpena and can provide the highest level of service and quality products that meets the requirements and goals.

Arrowhead Upfitters has a proven record with the Alpena Police Department and completed the build on our newest patrol vehicle. We have enjoyed excellent customer service and any issues that were encountered, which are not uncommon for such complex projects, were quickly addressed and resolved. Furthermore, their management consistently displays a willing to assist and reaches out on a regular basis to make sure the department's needs are being met.

Thank you, and please let me know if you have any questions.

City of Alpena

Bid Name: Police Vehicle Equipment & Installation

Bid Open Date: 08/16/2021 @ 2:00 p.m.

Bidder	Addendum	Bid Security	Base Bid	Remarks
Priority One Emergency Canton, MI 2:09 pm	None included #1		\$26,027.34 as tabulated	Itemized list was provided. No project total included.
Arrowhead Upfitters Lapeer, MI 2:07 pm	#1 ✓		\$ 24,470.00	
Winder Police Equipment Southgate, MI 2:04 pm	#1 ✓		\$ 25,472.74	
EVC Kalamazoo 2:05 pm	✓		\$ 23,533.58	

Unofficial – “As-Read” Results – Subject to Verification