

## ALPENA CITY COUNCIL MEETING

January 16, 2017 - 6:00 p.m.

### AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Modifications to the Agenda.
4. Approve Minutes – Regular Session of January 3, 2017.
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. Consent Agenda.
  - A. Bills to be Allowed, in the Amount of \$447,272.69.
7. Presentations.
8. Announcements.
  - A. There will be a Intergovernmental Meeting at Alpena Township Hall, Thursday, February 2, 2017, at 7 p.m.
9. Mayoral Proclamation.
  - A. Thunder Bay International Film Festival Week. – January 20 – 29, 2017.
10. Public Hearing.
  - A. Proposed Amendment to the 2014 Austin Brothers Beer Company, LLC Brownfield Plan.
    - 1) Open Public Hearing.
    - 2) Report by City Manager.
    - 3) Open Public Comment.
    - 4) Request Written Comments Received in the City Clerk's Office.
    - 5) Close Public Comment.
    - 6) City Council Discussion.
    - 7) Resolution No. 2017-01 - A Resolution Approving the Amendment to the Austin Brothers Beer Company, LLC Brownfield Plan.
11. Report of Officers.
12. Communications and Petitions.

- A. Eric Peterson of The Fresh Palate Gourmet Food and Catering – Request to Host a Beer Festival on Saturday, September 30, 2017.
  - B. Comprehensive Annual Financial Report (CAFR) – Fiscal Year Ended June 30, 2016- Presentation by Straley Lamp & Kraenzlein P.C.
13. Unfinished Business.
14. New Business.
- A. Municipal Council – Appointments to Boards and Committees.

Greg E. Sundin  
City Manager

## **COUNCIL PROCEEDINGS**

**January 3, 2017**

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

Present: Mayor Waligora, Councilmembers Nielsen, Nowak, Sexton, and Johnson.

Absent: None.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **MINUTES**

The minutes of the regular session of December 19, 2016, were approved as printed.

### **CONSENT AGENDA**

Moved by Councilmember Sexton, seconded by Councilmember Nielsen, that the following Consent Agenda item be approved:

1. Bills Allowed – in the Amount of \$304,173.55 be Allowed and the Mayor and City Clerk Authorized to Sign Warrants in Payment of Same.

Carried by unanimous vote.

### **NORTH INDUSTRIAL TOWER AND PUMP STATION CONTROLS**

The following sealed bids were received November 15, 2016, for North Industrial Tower and Pump Station Controls.

Thunder Bay Electric	\$39,840
J. Ranck Electric	\$39,250
Windemuller	\$33,581

Moved by Councilmember Nielsen, seconded by Councilmember Sexton, that the bid by Thunder Bay Electric for the North Industrial Tower and Pump Station Controls in the amount of \$39,840 be accepted.

Carried by unanimous vote.

### **TARGET ALPENA DEVELOPMENT CORPORATION REPORT**

Jim Klarich, Economic Development Director of Target Alpena, gave an update on the 2015 – 2016 economic development activities. Small business loan activities have been steadily increasing throughout the year, business recruitment activities are continuing to improve, along with Target's increased visibility with corporate real estate

companies and site selectors. Target is currently working on finding a mixed solution for the former Alpena Power Company site. Target Alpena also acknowledged Alpena Community College (ACC) for being a leader in the community when it comes to talent and workforce development, at present time the technical training curriculums are at full capacity at both the Alpena and Oscoda campuses, ACC should be applauded for their commitment and continued investment in northeast Michigan.

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Municipal Council adjourned at 6:25 p.m.

MATTHEW J. WALIGORA  
MAYOR

ATTEST:

Karen Hebert  
City Clerk

# INVOICE REGISTER

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EXP CHECK RUN DATES 01/17/2017 - 01/17/2017

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

6.A.

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
AIRGAS USA LLC	9941471231	VEH MAINT - DPW	66.00
ALPENA AREA CHAMBER OF COMM	13881	MONTHLY EXPENSES - DDA	187.37
ALPENA AREA CHAMBER OF COMM	13923	ALPENOPOLY SPONSOR - DDA	450.00
ALPENA AREA CHAMBER OF COMM	14037	TARGET FY 16-17 EDC SVCS	10,000.00
ALPENA COUNTY TREASURER	011117	IT CONTRACTED SVCS 01/17	7,500.00
ALPENA COUNTY TREASURER	122916	REFUND TAXES - BD OF REVIEW	1,501.80
ALPENA DIESEL SERVICE	14357	VEH MAINT - DPW	49.68
ALPENA DIESEL SERVICE	14377	VEH MAINT - DPW	149.51
ALPENA DIESEL SERVICE	51926	VEH MAINT - DPW	71.19
ALPENA DIESEL SERVICE	51982	VEH MAINT - DPW	44.69
ALPENA NEWS PUBLISHING CO	DC110712/16	PUBLISHING/ADVERTISING	286.30
ALPENA PAPER & SUPPLY CO	470286	SUPPLIES - PUBLIC WORKS	51.93
ALPENA POWER COMPANY	011717	ELECTRIC	22,093.37
ALPENA SUPPLY CO	2277166	VEH MAINT #39	70.20
ALPENA SUPPLY CO	2277129	VEH MAINT #39	182.52
ALPENA SUPPLY CO	2277398	CHEMICALS - SEWAGE	584.92
ALPENA SUPPLY CO	2278420	MAINT - LIGHTS	21.24
ALPENA SUPPLY CO	2278745	MAINT - CITY HALL	74.09
ALPENA SUPPLY CO	2279631	MAINT - PUBLIC WORKS	67.20
ALPENA SUPPLY CO	2279796	MAINT - CH/POL	4.82
ALPENA SUPPLY CO	2281280	BLDG MAINT - POLICE	59.58
ALPENA SUPPLY CO	2281490	VEH MAINT - DPW	32.33
ALPENA SUPPLY CO	2281906	VEH MAINT - ENGINE 1	24.80
ALPENA SUPPLY CO	2282074	VEH MAINT - ENGINE 1	22.74
ALPENA SUPPLY CO	2282028	VEH MAINT - ENGINE 1	10.65
AMERICAN MESSAGING	Z2535843RA	PAGER FEES	31.12
ARROW UNIFORM	1563525	SUPP/MAINT - CH/PSF/PW/EQUIP	346.00
BALL TIRE & GAS INC	128397	VEH MAINT - DPW	112.85
BALL TIRE & GAS INC	128994	VEH MAINT - POLICE	15.00
BALL TIRE & GAS INC	129166	VEH MAINT - AMB	551.20
BALL TIRE & GAS INC	129451	VEH MAINT - AMB	544.30
BALL TIRE & GAS INC	129513	VEH MAINT - RESCUE 1	49.00
BELL EQUIPMENT COMPANY	0124950	VEH MAINT #91	51.65
BENTLEY SYSTEMS INC	4799246	BENTLEY SELECT SUB - CAD SOFTWARE	4,789.00
BOUND TREE MEDICAL LLC	8236172	SUPPLIES - AMB DISP	335.94
BP	49374852	GAS/FUEL - FIRE/AMB/EQ/MICU	4,977.18
BRUCE TILLINGER	123116	MECHANICAL INSP SVCS 12/16	2,080.00
BRUCE TILLINGER	123116A	PLUMBING INSP SVCS 12/16	408.00
CALGON CARBON CORPORATION	90030699	CARBON LEASE - WATER	29,647.47
CARQUEST AUTO PARTS	309853	VEH MAINT - DPW	(12.82)
CARQUEST AUTO PARTS	309854	VEH MAINT - DPW	(45.52)
CARQUEST AUTO PARTS	310011	VEH MAINT #46	13.65
CARQUEST AUTO PARTS	310188	VEH MAINT - AMB	66.40
CARQUEST AUTO PARTS	310227	VEH MAINT - DPW	41.34
CARQUEST AUTO PARTS	310780	VEH MAINT #57	43.13
CARQUEST AUTO PARTS	310900	VEH MAINT - AMB	(59.40)
CARQUEST AUTO PARTS	310901	VEH MAINT - DPW	21.60
CARQUEST AUTO PARTS	311030	VEH MAINT - DPW	50.06
CARQUEST AUTO PARTS	311032	VEH MAINT - POLICE	9.32
CARQUEST AUTO PARTS	311305	VEH MAINT - AMB	11.83
CARQUEST AUTO PARTS	311788	VEH MAINT - DPW	70.92
CITY OF ALPENA	214-002 1216	SEW/WATER - THOMSON PK	267.36
CITY OF ALPENA	1016-001 1216	SEW/WATER - MARINA S	250.76
CITY OF ALPENA	1016-002 1216	SEW/WATER - MARINA N	277.66
CITY OF ALPENA	1017-001 1216	SEW/WATER - MARINA N	233.51
CITY OF ALPENA	1018-001 1216	SEW/WATER - BANDSHELL	111.71
CITY OF ALPENA	1019-001 1216	SEW/WATER - HARBOR DR	157.56
CITY OF ALPENA	1020-001 1216	SEW/WATER - FISH CLN STN	819.41
CITY OF ALPENA	1021-001 1216	SEW/WATER - BH RESTROOMS	523.31
CITY OF ALPENA	1027-001 1216	SEW/WATER - FLOATING DOCKS	812.46
CITY OF ALPENA	1028-001 1216	SEW/WATER - BANDSHELL	70.76
CITY OF ALPENA	4211-001 1216	SEW/WATER - CITY HALL	933.16
CITY OF ALPENA	4211-002 1216	SEW/WATER - CITY HALL	113.91
CITY OF ALPENA	4212-001 1216	SEW/WATER - SEWAGE	1,627.56
CITY OF ALPENA	9364-001 1216	SEW/WATER - BANDSHELL IRR	143.76
CITY OF ALPENA	10344-001 1216	SEW/WATER - DDA	46.61
CLIFF ANSCHUETZ CHEVROLET	CVW216271	VEH MAINT - AMB	1,391.23
COCM	4521/5013 01/17	2017 MEMBERSHIP DUES	80.00
DAVE SCHULTZ CONSTRUCTION AND	112816	BLDG MAINT - FIRE/AMB	166.00
DE LAGE LANDEN FINANCIAL SERVICES	52875999	COPIER LEASE 01/17 - DDA	56.55
DEAN ARBOUR FORD LINCOLN MERCURY	21325	VEH MAINT - AMB	92.12
DEL'S FURNITURE STRIPPING	122616	BENCH RE-FINISH - CITY HALL	550.00

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VENDOR	INVOICE #	DESCRIPTION	AMOUNT
DONALD GOSSELIN	010417	SAFETY SHOE ALLOW - PW	95.39
DONALD H GILMET	123116	MILEAGE 12/16	181.44
DONS TRACTOR & EQUIPMENT SALES	36662	VEH MAINT - DPW	1,155.00
DTE ENERGY	120616	GAS - DDA	91.47
DTE ENERGY	011717	GAS	2,438.44
EAGLE ENGINEERING & SUPPLY CO	48687	MAINT - LIGHTS	171.90
EAGLE ENGINEERING & SUPPLY CO	48693	SUPPLIES - LIGHTS	323.64
ELEANOR POKORZYNSKI	123016	SEW/WATER BILL REFUND	61.49
ELIZABETH BUSHEY	122116	CLERICAL SUPPORT - DDA	242.25
ETNA SUPPLY CO	S102058892.001	VEH MAINT - DPW	900.00
EVERETT GOODRICH TRUCKING & ASPHALT	26105	SNOW REMOVAL - DDA	2,640.00
FASTENAL COMPANY	MIALP139572	VEH MAINT - DPW	257.24
FASTENAL COMPANY	MIALP139730	VEH MAINT - DPW	15.50
FASTENAL COMPANY	MIALP139807	VEH MAINT - DPW	65.70
FEDERAL EXPRESS	5-667-22489	SHIPPING FEES	55.10
FRANCIS ROSINSKI	123116	ELECTRICAL INSP SVCS 12/16	1,001.00
FRANKS KEY & LOCK SHOP INC	23419	SUPPLIES - FIRE	15.50
FRANKS KEY & LOCK SHOP INC	23516	MAINT - CITY HALL	85.00
FRONTIER	9535 01/17	TELEPHONE - SEWER	518.04
FRONTIER	4175 01/17	TELEPHONE - FIRE/AMB	37.36
FRONTIER	5445 01/17	TELEPHONE - FIRE/AMB	71.30
FRONTIER	7204 01/17	ELEVATOR TELEPHONE - CITY HALL	56.78
FRONTIER	7430 01/17	ELEVATOR TELEPHONE - PUBLIC SAFETY	56.48
GABRIEL ROEDER SMITH & COMPANY	426129A	ACTUARIAL VALUATION	5,500.00
GARANTS OFFICE SUPPLIES & PRINTING	63759	SUPPLIES - POLICE	238.00
GARTH GRULKE	010317	WORK APPAREL ALLOW - PW	55.11
GREENWAY/L & N DISPOSAL	123116	DUMPSTER CHARGES 12/16	515.75
HANSEN SALES & SERVICE	24820	VEH MAINT - DPW	152.84
HANSEN SALES & SERVICE	24902	ENGINE REPLACEMENT #36	16,412.52
HOME DEPOT CREDIT SERVICES	1592306	SUPPLIES - FIRE/AMB	129.53
HOME DEPOT CREDIT SERVICES	6020437	BLDG MAINT - FIRE/AMB	16.42
HOME DEPOT CREDIT SERVICES	2073133	SUPPLIES - FIRE	2.50
HOME DEPOT CREDIT SERVICES	2081363	SUPPLIES - CITY HALL	54.68
HOME DEPOT CREDIT SERVICES	2081364	SUPPLIES - CITY HALL	194.00
HOME DEPOT CREDIT SERVICES	2574319	SUPPLIES - FIRE/AMB	15.97
HUNT TREASURER	010117	01-03/17 CONTRIBUTION - POLICE	2,250.00
HURON HUMANE SOCIETY	010117	16-17 CONTRIBUTION	4,250.00
INK AND TONER ALTERNATIVE	16-51884	SUPPLIES - IT	351.97
INNOVYZE	1736220	GIS UTILITY SOFTWARE	18,300.00
JOHN NYE	010417	WORK APPAREL ALLOW - PKS	156.00
JUNE DUBIE	AP16-2448C	AMBULANCE REFUND	300.00
KAY DONAKOWSKI	AP16-2627C	AMBULANCE REFUND	86.39
KENDALL ELECTRIC INC	S105401696.001	MAINT - PUBLIC WORKS	10.27
LAKE SHORE PLUMBING, HEATING & LARRY SANDERSON	123016	VAV UPGRADE - PUBLIC SAFETY	52,799.40
LEONARD KULCZYNSKI	789945	SNOW REMOVAL - DDA	780.00
LERMA INC	AP16-7316	AMBULANCE REFUND	9.04
LSL PLANNING	011717	2017 MEMBERSHIP DUES	50.00
LSL PLANNING	0025192-IN	RRC DEVELOPMENT PLAN - DDA	143.75
LSL PLANNING	0026482-IN	RRC DEVELOPMENT PLAN - DDA	376.17
LSL PLANNING	0026871-IN	RRC DEVELOPMENT PLAN - DDA	2,300.00
LSL PLANNING	0027292-IN	RRC DEVELOPMENT PLAN - DDA	1,326.75
MARC HALLECK	123116	CHRISTMAS ACTIVITIES - DDA	480.00
MARK MOUSSEAU	010517	PARKING ATTENDANT SVCS - DDA	304.00
MASTERS & LALONDE SHOES	37010	UNIFORMS - FIRE/AMB	280.00
MHR BILLING	2818	BILLING 11/16 - AMBULANCE	9,042.27
MHR BILLING	2819	BILLING 12/16 - AMBULANCE	6,482.67
MICH ASSN OF MUNICIPAL CLERKS	010117-JK	2017 MEMBERSHIP DUES	60.00
MICH ASSN OF MUNICIPAL CLERKS	010117-KH	2017 MEMBERSHIP DUES	60.00
MICHIGAN DOWNTOWN ASSOCIATION	1581	2016-17 DUES - DDA	200.00
MICHIGAN TAX TRIBUNAL REPORTER INC	122616	SUBSCRIPTION - CITY ATTY	335.00
MID MICHIGAN HEALTH	M001036532	BLOOD DRAW - POLICE	40.00
MID MICHIGAN HEALTH	M001001098	BLOOD DRAW - POLICE	40.00
MILLER OFFICE MACHINES	211377	MAINT - PUBLIC SAFETY FACILITY	95.00
MILLER OFFICE MACHINES	211551	COPIER MAINT 12/16	261.52
NATIONAL HOSE TESTING	44676A	VEH MAINT - FIRE EQ	650.00
NETWORKFLEET INC	571529	GPS TRACKING SYSTEM - AMB	73.85
NORTHERN TOOL SALES & RENTALS	70235	SUPPLIES - FIRE/AMB	12.20
NORTHERN TOOL SALES & RENTALS	70286	SUPPLIES - FIRE/AMB	2.80
NYE UNIFORM COMPANY	582047	UNIFORMS - POLICE	11.99
NYE UNIFORM COMPANY	582048	UNIFORMS - POLICE	19.74
OFFICE DEPOT	891351349001	SUPPLIES - PUBLIC SAFETY	592.50
OFFICE DEPOT	886122539001	SUPPLIES - POLICE	9.60

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VENDOR	INVOICE #	DESCRIPTION	AMOUNT
OFFICE DEPOT	886122658001	SUPPLIES - POL/F/A	31.41
OFFICE DEPOT	888896490001	SUPPLIES - POL/F/A	173.71
OMEGA ELECTRIC & SIGN CO INC	8088	HOLIDAY BANNERS - DDA	80.00
PAUL BOROWSKI	AP162490C	AMBULANCE REFUND	25.00
PRESQUE ISLE ELECTRIC & GAS CO	81166373 1216	ELECTRIC - AIR BASE	79.05
PRIORITY ONE EMERGENCY	70024688	UNIFORMS - FIRE/AMB	181.97
PRIORITY ONE EMERGENCY	70024689	UNIFORMS - FIRE/AMB	74.99
PRIORITY ONE EMERGENCY	70024954	VEH MAINT - FIRE EQ	85.80
PROBUILD - ALPENA	30249934	PICNIC TABLES - TRAILHEAD	186.20
R & R FIRE TRUCK REPAIR	50428	VEH MAINT - ENGINE 1	505.26
R A TOWNSEND CO	S1404206.001	MAINT-PUBLIC SAFETY FACILITY	58.89
ROGER DORR	1052	COURT SERVICE/SUMMONS	32.36
SHELL	6133701	UNLEADED GAS/FUEL-POL/F/A/GEN/MICU	1,532.46
STANDARD ELECTRIC CO	451973-00	MAINT - LIGHTS	100.11
STANDARD ELECTRIC CO	453275-00	MAINT - CITY HALL	127.29
STAPLES BUSINESS ADVANTAGE	8042520487	SUPPLIES - CITY HALL	94.86
STATE OF MICHIGAN	010917	LICENSE PLATES - POL/F/A/EQ	273.00
SUEZ WATER INC	201629256	CONT OPERATIONS 12/16	132,886.37
SUEZ WATER INC	201629602	CONT OPERATIONS 12/16	22,055.23
SUPERIOR IMAGE CLEANING	010317	CLEANING-CH/PSF/PW/PKS/BH/TRAILHEAD	2,683.41
TELNET WORLDWIDE	170108	TELEPHONE	333.01
TERMINAL SUPPLY CO	75867-00	VEH MAINT - DPW	212.47
TETRA TECH INC	51135575	SECOND AVE BRIDGE PM CONSTR INSP	31,641.02
THE GRIND-DING SHOP	120068	MAINT - LOC ST	16.98
THE GRIND-DING SHOP	120126	MAINT - MAJ/LOC ST	5.98
THE UPS STORE 5054	123116	SHIPPING FEES	215.27
THOMPSONS LINEN SERVICE	70483 12/16	UNIFORMS-PW/CEM/PKS/EQ	432.70
THOMSON REUTERS - WEST	835234021	SUBSCRIPTION - PLANNER	396.00
THUNDER BAY ELECTRIC INC	224996	MAINT - LIGHTS	562.50
THUNDER BAY ELECTRIC INC	224997	CONTRACTUAL SERVICES	405.90
THUNDER BAY ELECTRIC INC	225010	TRAFF SIGNAL MAINT - MAJ ST	33.70
THUNDER BAY ELECTRIC INC	225011	MAINT - LIGHTS	1,300.09
THUNDER BAY ELECTRIC INC	225075	FIBER REPAIR - IT	2,469.00
THUNDER BAY ELECTRIC INC	225076	FIBER REPAIR - IT	2,019.43
TRACTOR SUPPLY CREDIT PLAN	100473695	TRAFF CONTROL MAINT - MAJ/LOC ST	87.89
TRUCK & TRAILER SPECIALTIES	D18278	VEH MAINT - DPW	402.78
TRUCK & TRAILER SPECIALTIES	D18288	VEH MAINT - DPW	208.31
TRUE NORTH RADIO NETWORK	66515	ADVERTISING - DDA	375.00
VERIZON WIRELESS	9777884973	IPADS - GEN/AMB	720.18
VISA/ELAN FINANCIAL SERVICES	1790 01/17	UNIFORMS/ROOM RENTAL - POLICE	282.81
VISA/ELAN FINANCIAL SERVICES	7449 01/17	BACKUP ASSIST - IT	199.00
VISA/ELAN FINANCIAL SERVICES	8703 01/17	SUPP/PROMO - DDA	430.82
VISA/ELAN FINANCIAL SERVICES	8463 01/17	TRAVEL EXPENSE - ASSESSOR	17.68
VISA/ELAN FINANCIAL SERVICES	8489 01/17	MEMBERSHIP FEE - MGR	110.00
VISA/ELAN FINANCIAL SERVICES	4552 01/17	FITBIT PROGRAM BC/BS	4,435.42
VISA/ELAN FINANCIAL SERVICES	6116 01/17	SUPP/TRAINING/FUEL - FIRE/AMB	1,131.61
YOUNG GRAHAM ELSENHEIMER &	19852	WATER RATE NEGOTIATIONS	2,717.00
YOUNG GRAHAM ELSENHEIMER &	19854	WATER RATE NEGOTIATIONS	1,995.00

**Total: 447,272.69**



City Hall  
208 North First Avenue  
Alpena, Michigan 49707  
[www.alpena.mi.us](http://www.alpena.mi.us)

9.A.

## PROCLAMATION

**WHEREAS**, the friends of the Thunder Bay National Marine Sanctuary was established in October 2010, to support the mission of the Thunder Bay Marine Sanctuary – to identify, protect, conserve, and enhance the natural and maritime heritage resources, values, and qualities of the National Marine Sanctuary System for this and future generations throughout the nation; and

**WHEREAS**, the Thunder Bay International Film Festival, brought to the residents of Alpena through a joint effort of the San Francisco International Ocean Film Festival and the Thunder Bay National Marine Sanctuary, hopes to bring a larger ocean awareness, an environment for interactive learning, and inspiration for local filmmakers to the community; and

**WHEREAS**, the Thunder Bay International Film Festival will utilize the powerful form of visual communication film festivals offer as a means to communicate ocean and Great Lakes issues, and bring cultural events to Alpena and surrounding communities in the hope that these films inspire a shared vision of conservation of all marine environments through its stunning, sometimes controversial, and always conversation-starting films; and

**WHEREAS**, the Great Lakes Region, often considered the “Third Coast,” is a vital part of global waterways, thus making global waterways issues our issues too; and

**WHEREAS**, the Thunder Bay International Film Festival explores waterways issues through some of the most impressive ocean and Great Lakes inspired films from around the world complemented by social events, educational opportunities, and discussions with award winning, nationally recognized filmmakers.

**NOW, THEREFORE**, I, Matthew J. Waligora, by virtue of the authority vested in me as Mayor of the City of Alpena, **DO HEREBY PROCLAIM**: the week of January the 20<sup>th</sup> – 29<sup>th</sup>, 2017, as:

### THUNDER BAY INTERNATIONAL FILM FESTIVAL WEEK

in the City of Alpena.

Signed at Alpena, Michigan this 16th day of January 2017.

A blue ink signature of Matthew J. Waligora, consisting of a stylized cursive script.

Matthew J. Waligora  
Mayor






# Memorandum

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Date: January 10, 2017

To: Mayor Matthew J. Waligora  
Alpena City Council Members

From: Greg Sundin, City Manager   
Alpena Authority for Brownfield Redevelopment Director

RE: Amendment to the 2014 Austin Brothers Beer Company, LLC Brownfield Plan

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At a meeting of the Alpena Authority for Brownfield Redevelopment (AABR) on January 9, 2017, the Board unanimously adopted a resolution approving an Amendment to the previously approved 2014 Austin Brothers Beer Company Brownfield Plan to qualify the installation of new water and sanitary sewer service connections as eligible non-environmental activities under PA 381 of 1996. As eligible activities, the company may obtain a loan from the Authority's Site Remediation Fund to cover the cost of installation.

Per the Act, the City must conduct a public hearing on the proposed Brownfield Plan Amendment and notify all affected taxing jurisdiction of the Plan and hearing. Notice of the public hearing was published in the Alpena News on January 4, 2017 and notices to the taxing jurisdictions were certified mailed on December 30, 2016 and properly signed for.

Staff will present a summary of the proposed Plan, and both the public and Council may provide comment or ask any questions. If Council concurs with the AABR Board approval of the Plan, it is asked to adopt the attached Resolution No. 2017-01.

Alpena News Publishing Co  
130 Park Place  
Alpena, MI 49707  
(989) 354-3111

State of Michigan)  
County of Alpena) ss:

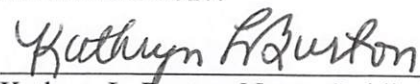
Personally appeared before me,  
William B Speer Publisher of  
Alpena Newspapers Publishing  
A newspaper printed, published and  
circulated in said county, and that he  
knows of his own Knowledge that the

CITY OF ALPENA  
NOTICE OF PUBLIC HEARING

Made solemn oath that the attached  
notice was inserted for 1 time(s) in said  
newspaper; and that the first of said  
publication was on the 4th day  
**JANUARY 2017** and the last of said  
Publication was on the 4th day of  
**JANUARY 2017**. And further  
deponent saith not.

  
William B Speer, Publisher

Sworn to before me and signed in  
my presence, this 6th day of  
**JANUARY 2017**.

  
Kathryn L. Burton, Notary Public for  
Alpena County, Acting in Alpena County.  
Notary Expires: 9/3/19.

NOTICE OF PUBLIC  
HEARING  
Alpena City Council  
APPROVAL OF AN  
AMENDMENT TO THE 2014  
BROWNFIELD PLAN  
for  
Austin Brothers  
Beer Company, LLC

In accordance with Public Act  
381 of 1996, as amended,  
the Alpena City Council will  
conduct a public hearing to  
consider approval of an  
amendment to the 2014  
Brownfield Plan for Austin  
Brothers Beer Company,  
LLC for property located at  
821 W. Miller Street in  
Alpena, Michigan. The  
hearing will be held on  
Monday, January 16,  
2017 at 6pm in the Coun-  
cil Chambers, City Hall,  
208 North First Avenue,  
Alpena, Michigan.

The purpose of the amend-  
ment is to add as an eligi-  
ble activity the installation  
of new water and sanitary  
sewer service connections  
to replace deficient ones  
and allow for the expendi-  
ture of funds from the Alpe-  
na Authority for Brownfield  
Redevelopment Local Site  
Remediation Revolving  
Fund (LSRRF) to pay for  
those connections through  
a loan to the company.

Since the intent is to utilize ex-  
isting LSRRF funds, tax  
capture will not be required  
utilizing Brownfield Tax In-  
crement Financing (TIF).  
Consequently, there will be  
no fiscal or economic im-  
pacts to any taxing jurisdic-  
tion.

At the public hearing, all ci-  
tizens, taxpayers and  
representatives or officials  
from any taxing jurisdiction  
shall be afforded the oppor-  
tunity to be heard regarding  
the Brownfield Plan.

Copies of maps, plats (if appli-  
cable) and the amended  
Brownfield Plan are avail-

able for public inspection  
during normal business  
hours at the office of the  
City Clerk. Questions re-  
garding the Brownfield Plan  
may be directed to Greg  
Sundin, City Manager and  
AABR Executive Director at  
(989) 354-1711 or at  
gregs@alpena.mi.us.

This notice is given in accor-  
dance with the notice and  
approval requirements set  
forth in Public Act 381 of  
1996, as amended.

CITY OF ALPENA  
By: Karen Hebert  
City Clerk/Treasurer/Finance  
Director  
(January 4)

RECEIVED  
JAN - 9 2017

CITY OF ALPENA  
CLERK / TREAS / FIN DIRECTOR

**City of Alpena Authority for  
Brownfield Redevelopment**

**Amendment to the 2014 Brownfield Plan  
Austin Brothers Beer Company, LLC  
Alpena, Michigan**

**January 2017**

**Prepared by:  
Greg Sundin, AABR Executive Director**

**Approved by Alpena Authority for  
Brownfield Redevelopment: 01-09-2017**

**Public Hearing: 01-16-2017**

**Approved by Alpena City Council: \_\_\_\_\_**

**Amendment to the 2014 Brownfield Plan  
Austin Brother Beer Company, LLC  
Alpena, Michigan**

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**TABLES**

Table 1	Anticipated Eligible Activities Costs
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**FIGURES**

Figure 1	Legal Description
Figure 2	Eligible Property Location Map
Figure 3	Eligible Property Boundaries

**ATTACHMENTS**

Alpena Authority for Brownfield Redevelopment Brownfield Plan Approval Resolution
Alpena City Council Brownfield Plan Approval Resolution

## **PROJECT SUMMARY**

Austin Brothers Beer Company currently operates a brewery and restaurant within a 7,250 S. F. building on approximately 5.25 acres of I-1, Light Industrial property located at 821 W. Miller Street approximately 800 feet northeast of the street R.O.W. in the City of Alpena, MI. In 2014 the Alpena Authority for Brownfield Redevelopment (AABR) approved a Brownfield Plan to allow the company to utilize the Authority's Local Site Remediation Revolving Loan Fund (LSRRF) to finance the following eligible activities to assist in the development of the brewery: Phase 2 ESA, Baseline Environmental Assessment (BEA), Due Care Plan, and limited Site Remediation. LSRRF revenues may be used for Eligible Activities on Eligible Property, as defined by Act 381, PA 1996, as amended. The above activities were deemed Eligible Activities under Act 381 as the property qualified as a Part 201 Facility.

Over the past year the Michigan Department of Environmental Quality (MDEQ) has conducted additional environmental site investigation on the adjacent property to the south of the brewery (former tannery site) mapping out extensive areas of contamination containing heavy metals, VOCs, other chemicals, and buried hides. MDEQ will conduct remediation activities on the property beginning in February 2017.

Following the opening of the brewery it became apparent that the existing water and sewer service connections to the building were both insufficient for their needs and in deteriorating condition. The private sewer connection is over 800 feet in length and in such disrepair and undersized as to result in weekly repairs and maintenance to keep it operational. The proximity of the MDEQ monitored contamination places into question the continued viability and safety of these deteriorating service lines. Apparent breaks in the existing sewer service line are likely resulting in additional soil contamination in this area.

In November 2016 the City installed a replacement 12" water main in an easement running parallel to the railroad tracks to the west of the brewery. When completed in the spring it will connect to existing mains on Miller Street and Long Lake Avenue. Although not fully installed that portion that has been completed has been tested, treated and made operational and available for connection to the brewery. The sewer main is fully installed and operational. Due to both the condition of the existing services and the adjacent contaminated area, both the City and the brewery determined that it would be best to immediately complete the service connections.

Austin Brothers Beer Company intends to borrow sufficient funds from the Authority's LSRRF to install the new services, which were to be completed the week of December 19, with the cost up fronted by the City's Water and Sewer Utilities. The sewer service was completed on schedule, but due to inclement conditions the water service installation will be delayed until spring 2017. The installation of the water and sewer services is an Eligible Activity under the Act based on the deteriorated condition of the existing service lines, especially the sanitary sewer line, and environmental and health issues potentially impacting these lines.

The property is capable of generating tax increment revenue; however no Tax Increment Finance (TIF) capture is proposed. The sole purpose for the amended Brownfield Plan is to include the proposed additional Eligible Activities described above for the brewery property, which was previously qualified as an Eligible Property under the approved 2014 Brownfield Plan. Inclusion of the additional Eligible Activities will allow the Company to access Site Remediation Funds to cover those costs.

<b>Project Name:</b>	<b>Austin Brothers Beer Company, LLC</b>
<b>Project Location:</b>	The eligible property is located at 821 W. Miller Street in the City of Alpena, Alpena County, Michigan.
<b>Property Tax ID #:</b>	04-091-022-000-009-00      04-091-022-000-023-02 04-091-022-000-008-01      04-091-022-000-008-00
<b>Type of Eligible Property:</b>	Existing Part 201 "Facilities"
<b>Eligible Activities:</b>	Non-Environmental Activities: Installation of replacement water and sanitary sewer connections.
<b>Eligible Activity Costs:</b>	<i>UP TO \$35,000</i>
<b>Years to Complete Eligible Activity Payback:</b>	<i>Not Applicable</i>
<b>Estimated Eligible Investment:</b>	<i>Not Applicable</i>
<b>Annual Tax Revenue Before Project:</b>	\$6258
<b>Estimated Annual Tax Revenue in First Year After Project:</b>	\$6258

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**BROWNFIELD PLAN**

**AUSTIN BROTHERS BEER COMPANY, LLC  
CITY OF ALPENA, ALPENA COUNTY, MICHIGAN**

**ALPENA AUTHORITY FOR  
BROWNFIELD REDEVELOPMENT**

**Introduction**

Act 381, P.A. 1996, as amended, was enacted to promote the revitalization, redevelopment and reuse of contaminated, tax reverted, blighted or functionally obsolete property through incentives adopted as part of a brownfield plan. The brownfield plan outlines the qualifications, costs, impacts, and incentives for the project.

The proposed Amendment to the approved 2014 Brownfield Plan must be approved by the brownfield redevelopment authority established under Act 381 and the governing body of the authority's municipality in order to take effect. The state must approve the eligible activities if state taxes are to be captured.

The Alpena City Council established the Alpena Authority for Brownfield Redevelopment under the procedures required under Act 381 and filed the resolution with the Secretary of State on March 21, 1997.

This Amendment to the approved 2014 Brownfield Plan is for property owned by the Austin Brothers Beer Company, LLC, through Austin Ventures LLC, upon which a brewery and restaurant are operated in the City of Alpena, Alpena County, Michigan, consistent with Act 381. The amended Brownfield Plan describes the public purpose and qualifying factors for determining the additional Brownfield Eligible Activities and estimated costs, the impacts of tax increment financing, and other project factors.

**Public Purpose (MCL 125.2664(1):**

The Austin Brothers Beer Company, LLC through the original 2014 Brownfield Plan completed approved Eligible Environmental Activities utilizing LSRRF funds to support the development of a brewery and restaurant at its 821 W. Miller Street property. The brewery has operated for just over a

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year and has undergone substantial market growth, which is expected to continue in 2017. The existing water and sanitary sewer service connections are insufficient in size and condition to adequately handle existing demand, yet alone future anticipated growth. Both the previously mentioned site contamination and the availability of new City public water and sewer mains adjacent to the property, warrant the immediate installation of the new water and sewer service connections. The purpose of the proposed Amendment to the approved 2014 Brownfield Plan is to authorize the use of LSRRF funds for the payment of the service connections. The sewer connection was completed in late December 2016, with the water service installation delayed until in spring 2017 due to inclement conditions.

**Description of Project and Plan Costs (MCL 125.2663(1)(a):**

The City of Alpena through its contractor will install on behalf of the Austin Brothers Beer Company, LLC the new water and sanitary sewer service lines including piping, meters, valves, manhole and fire hydrant between the new City water and sanitary sewer mains and the brewery. Internal plumbing modifications and connections necessary to complete the water service will be through a private plumbing contractor hired by the Company. These costs will also be funded utilizing the Site Remediation Fund.

The additional Eligible Non-Environmental Activities included in this amendment are the installation of the new service connections necessitated by the deteriorated condition of the existing service lines and the proximity of known site contamination on the adjacent property immediately south of the brewery.

The maximum Non-Environmental Eligible Activity costs are estimated at \$35,000.

**Summary of Eligible Activities (MCL 125.2663(1)(b):**

Act 381 provides for the costs of certain eligible non-environmental activities to be reimbursed through tax increment financing. The following is a summary of all Eligible Activities.

**MDEQ Environmental Eligible Activities:**

There are no MDEQ Environmental Eligible Activities proposed under this Brownfield Plan amendment.



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MSF Non-Environmental Developmental Eligible Activities:

Eligible Non-Environmental Activities include the installation of new water and sanitary service connections to replace existing deteriorated lines. These activities include all necessary permits, labor, materials and appurtenances.

The use of the LSRRF funds for the new services will be as a loan with terms as approved separately in a Loan Agreement executed between the AABR and the Austin Brothers Beer Company, LLC.

**Table 1**  
**Estimated Cost of Eligible Non-Environmental Activities**

<u>Eligible Activities</u>	<b>Estimated Cost</b>
Replacement Sanitary Sewer Service	<i>\$15,000</i>
Replacement Water Service	<i>\$20,000</i>
<b>Eligible Activities Subtotal</b>	<b><i>\$35,000</i></b>
<b>Non-Environmental Eligible Activities Total</b>	<b><i>\$35,000</i></b>

**Estimate of Captured Taxable Value and Tax Increment Revenues**

**(MCL 125.2663(1)(c):**

Not applicable. In as much as only existing Site Remediation Funds will be utilized, no tax capture will occur.

**Method of Financing Plan Costs (MCL 125.2663(1)(d):**

Eligible Activities will be financed by the Alpena Authority for Brownfield Redevelopment through a loan from the Local Site Remediation Revolving Fund (LSRRF).

**Maximum Amount of Indebtedness (MCL 125.2663(1)(e):**

The maximum amount of indebtedness in MSF Non-Environmental Eligible Activities will be *\$35,000*.

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**Duration of Brownfield Plan (MCL 125.2663(1)(f):**

The duration of the Plan will be the timeframe in which Eligible Activities will occur, anticipated to be within 6 months of the approval of the Brownfield Plan. The loan period will be for a maximum of one (1) year commencing in May 2017.

**Estimate of Impact of Tax Increment Financing on Taxing Jurisdictions (MCL 125.2663(1)(g):**

Since no tax increment will be captured from the eligible property, there will be no impact on taxing jurisdictions.

**Legal Description, Location, and Determination of Eligibility (MCL 125.2663(1)(h):**

Legal Description: See attached Figure 1.

Location: A map depicting the location of the parcels that comprise the Eligible Property and dimensions of the parcels are included in the Appendix, Figures 2 and 3.

Eligibility Determination: A portion of the property had previously been classified as a Part 201 “facility” from a previous Phase 2 ESA under an EPA Brownfield Grant. The balance of the property was also qualified as a Part 201 “facility” in 2014 based on the results of a Phase 2 ESA conducted under the original 2014 Brownfield Plan utilizing AABR Site Remediation Funds.

**Estimate of Number of Persons Residing on Eligible Property (MCL 125.2663(1)(i):**

There are no residential dwellings on the Eligible Property.

**Plan for Residential Relocation (MCL 125.2663(1)(j):**

Not Applicable as there are no residential units on the Eligible Property.

**Provision of Costs of Relocation (MCL 125.2663(1)(k):**

Not Applicable – see above.

**Strategy to Comply with Relocation Assistance Act, MCL 213.321 to 213.332**

**(MCL 125.2663(1)(l):**

Not Applicable – see above.

**Description of Proposed Use of the Local Site Remediation Revolving Fund**

**(MCL 125.2663(1)(m):**

Use of the Local Site Remediation Revolving Fund will be consistent with the requirements of Act 381, including expenses for eligible activities on eligible property as described above.

**Other Material Required by the Authority or Governing Body**

**(MCL 125.2663(1)(n):**

None.

## **Tables**

**Table 1      MSF Non-Environmental Eligible Activities Costs**

## **Figures**

**Figure 1 – Legal Description of Property**

**Figure 2 – Eligible Property Location Map**

**Figure 3 – Eligible Property Site Map**

## **Attachments**

**Brownfield Plan Approval Resolutions**

## Figure 1

### Legal Description

#### **821 W. Miller Street**

091-022-000-009-00 (Parcel containing the building)

Commencing at the Northeast Corner of Section 22, T31N R8E; thence, N 89°33'32" W 428.81 feet along the North Line of Section 22 to the Point of Beginning; thence, S 00° 37'46" E 189.68 feet; thence, S 43°37'00" W 373.33 feet; thence, N 42°49'02" W 231.64 feet; thence, N 28°31'46" E 333.06 feet to the North Line of Section 22; thence, S 89°24'59" E 253.83 feet along the North Line of Section 22 to the Point of Beginning; being a part of the Northeast 1/4 of the Northeast 1/4 of Section 22, T31N R8E containing 2.75 acres, more or less, subject to easements, restrictions and reservations of record, if any.

091-022-000-023-02 (Adjacent vacant parcel to the East)

(REAR LAND) Part of the Northeast 1/4 of the Northeast 1/4 of Section 22, T31N R8E, described as: Commencing at the Northeast Corner of Said Section 22; thence, N 89°33'32" W along the North Line of Said Section 22, 363.61 feet to the Point of Beginning; thence, S 08°47'42" W 456.57 feet; thence, S 89°22'17" W 245.45 feet; thence, N 43°37' E 365.79 feet; thence, N 00°37'20" W 189.62 feet to the North Line of Section 22; thence, S 89°33'32" E along the North Line of Section 22, 65 feet to the Point of Beginning, containing 1.039 acres, more or less, subject to easements, restrictions and reservations of record, if any.

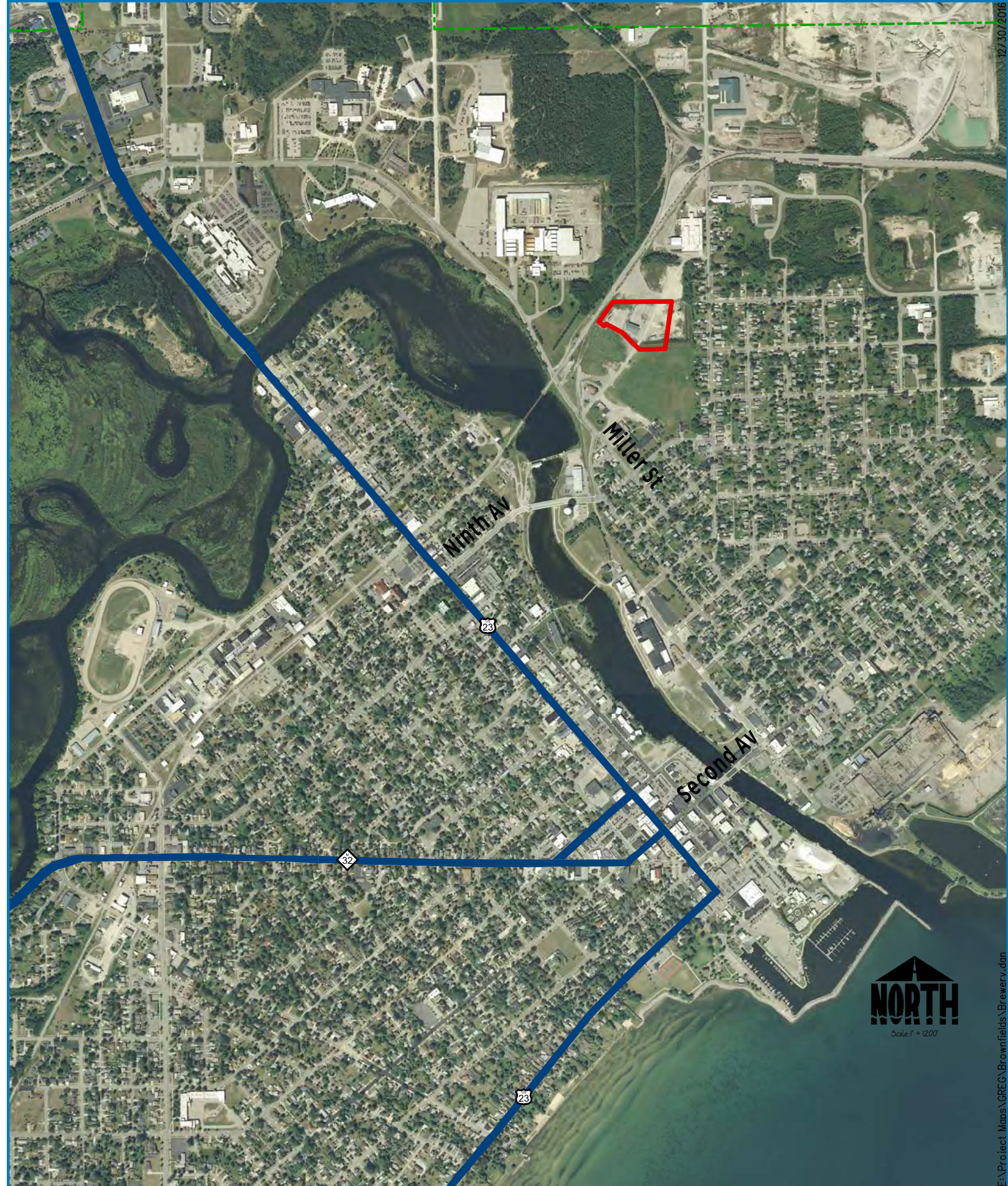
091-022-000-008-01 (Adjacent vacant parcel to the West)

Being Part of the Northeast 1/4 of the Northeast 1/4 of Section 22, T31N R8E, described as: Commencing at the Northeast Corner of Said Section 22; thence, N 89°33'32" W along the North Line of Said Section 22, 682.32 feet to the Point of Beginning; thence, S 28°32'17" W 333.06 feet; thence N 20°25'10" E 312.76 feet to the North Line of Said Section 22; thence, S 89°33'32" E 50 feet to the Point of Beginning, containing .4735 acres, more or less, subject to an easement 30 feet in width across the Southerly 30 feet of the described Parcel subject to easements, restrictions and reservations of record.

091-022-000-008-00 (Adjacent to Parcel 091-022-000-008-01)

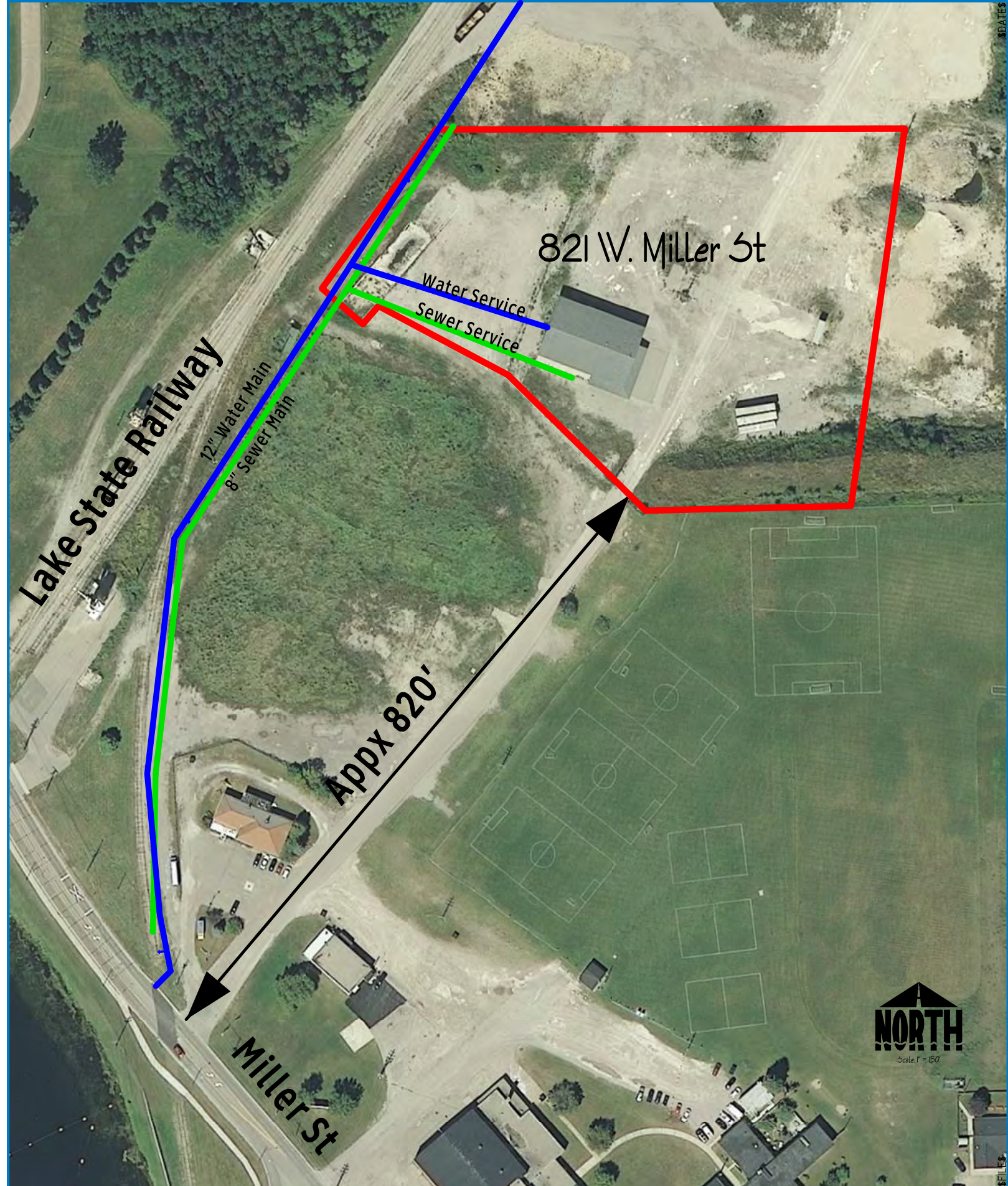
Commencing at the Northeast Corner of Section 22, T31N R8E; thence, N 89°33'32" W 428.55 feet along the North Line of Section 22; thence, N 89°33'32" W 303.77 feet along the North Line of Section 22 to the Point of Beginning; thence, S 20°25'10" W 312.76 feet; thence, N 61°17'21" W 175.86 feet; thence, S 41°45'35" W 28.75 feet; thence, N 48°08'17" W 64.84 feet to the Southeasterly Line of the RR right-of-way; thence, N 35°36'04" E 232.22 feet along the Southeasterly Line of the RR right-of-way to the North Line of Section 22; thence, S 89°24'59" E 195.61 feet along the North Line of Section 22 to the Point of Beginning, being a Part of the Northeast 1/4 of the Northeast 1/4 of Section 22, T31N R8E, subject to easements, restrictions and reservations of record, if any together with a 30-foot easement. Containing 1.30 acres, more or less.





821 West Miller St - Figure 2: Project Location Map  
Alpena Authority for Brownfield Redevelopment





821 West Miller St - Figure 3: Project Site Map  
Alpena Authority for Brownfield Redevelopment



**CITY OF ALPENA  
AUTHORITY FOR BROWNFIELD REDEVELOPMENT**

**RESOLUTION APPROVING AND AUTHORIZING  
TRANSMITTAL OF AN AMENDMENT TO THE 2014 AUSTIN BROTHERS  
BEER COMPANY, LLC BROWNFIELD PLAN**

**WHEREAS,** The Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended, authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete, or tax reverted property through tax increment financing of eligible environmental and non-environmental activities; and

**WHEREAS,** the Alpena City Council (the “Council”) pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has established the Alpena Authority for Brownfield Redevelopment (AABR) to facilitate the cleanup and redevelopment of brownfields within the City of Alpena; and

**WHEREAS,** an amendment to the approved 2014 Brownfield Plan for the Austin Brothers Beer Company, LLC has been prepared and submitted that outlines the qualifications, costs, impacts, and incentives for the company to utilize the Alpena Authority for Brownfield Redevelopment Local Site Remediation Revolving Fund to fund the additional Eligible Activities of water and sanitary sewer service line connections for property located at 821 W. Miller Street; and

**WHEREAS,** the Alpena Authority for Brownfield Redevelopment has reviewed the Amended Brownfield Plan and finds that it meets the requirements of Act 381 and constitutes a public purpose by promoting economic development and the ongoing adaptive re-use of a former commercial/industrial building; and

**WHEREAS,** a public hearing on the Brownfield Plan is scheduled to be held at the regular meeting of the Alpena City Council on January 16, 2017 and notice of the public hearing and notice to taxing jurisdictions have been provided in compliance with the requirements of Act 381;

**NOW, THEREFORE, BE IT RESOLVED** that the Alpena Authority for Brownfield Redevelopment hereby approves the Amendment to the 2014 Brownfield Plan for the Austin Brothers Beer Company, LLC, and authorizes its transmittal to the Alpena City Council with a recommendation for approval.

Board Member Mahler moved to adopt the above resolution, seconded by Board Member Waligora.

Ayes: Waligora, Klarich, Mahler, Glowinski and Garber

Nays: None

Abstain: None

Absent: None

Resolution declared adopted.

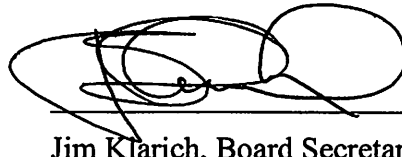
Austin Brothers Beer Company LLC  
Amendment to the 2014 Brownfield Plan Resolution

Page Two

The undersigned being duly qualified and Board Secretary of the City of Alpena Brownfield Redevelopment Authority hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on January 9, 2017, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records of the proceedings of the Board, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended), and (4) minutes of such meeting were kept and will be or have been made as required thereby.

1-9-17

Date

A handwritten signature in black ink, appearing to read 'Jim Klarich', written over a horizontal line.

Jim Klarich, Board Secretary

**RESOLUTION 2017-01**

**A RESOLUTION APPROVING AN AMENDMENT TO THE 2014 AUSTIN BROTHERS BEER COMPANY, LLC BROWNFIELD PLAN FOR THE CITY OF ALPENA PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

**WHEREAS**, the Michigan Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete, or tax reverted property through tax increment financing of eligible environmental and/or developmental activities; and

**WHEREAS**, the Alpena City Council established the City of Alpena Authority for Brownfield Redevelopment and filed with the Secretary of State on March 21, 1997; and

**WHEREAS**, the City of Alpena Authority for Brownfield Redevelopment has reviewed and approved by resolution the Amendment to the 2014 Brownfield Plan for the Austin Brothers Beer Company, LLC for property located at 821 W. Miller Street at their January 9, 2017 meeting and recommends approval by the Alpena City Council; and

**WHEREAS**, the Alpena City Council has made the following determinations and findings:

- A. The amended Brownfield Plan constitutes a public purpose of promoting economic development and the ongoing adaptive re-use of a former vacant commercial/industrial building;
- B. The Plan meets all the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- C. The cost of the eligible activities proposed in the amended Plan are reasonable and necessary to carry out the purposes of the Act;
- D. All funds to be used for eligible activities are currently deposited in the Authority's Local Site Remediation Revolving Fund, therefore no tax increment financing will be utilized; and

**WHEREAS**, a public hearing on the Brownfield Plan has been noticed and held on January 16, 2017 and notice to taxing jurisdictions has been provided in compliance with the requirements of Act 381;

**NOW THEREFORE, BE IT RESOLVED** that the Alpena City Council hereby approves the Amendment to the 2014 Brownfield Plan for the Austin Brothers Beer Company, LLC.

Councilmember \_\_\_\_\_ moved the adoption of the above resolution, seconded by Councilmember \_\_\_\_\_.

Ayes:

Nays:

Absent:

Resolution declared adopted.

I, Karen Hebert, City Clerk of the City of Alpena, **DO HEREBY CERTIFY** that the above is a true copy of a resolution adopted by the Municipal Council at a regular meeting held on January 16, 2017.

.  
  
Karen Hebert  
City Clerk



City Hall  
208 North First Avenue  
Alpena, Michigan 49707  
[www.alpena.mi.us](http://www.alpena.mi.us)

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## **Brownfield Site Remediation Loan Agreement between Austin Brothers Beer Company LLC and the City of Alpena Authority for Brownfield Redevelopment**

**WHEREAS**, in January 2017 the City of Alpena Authority for Brownfield Redevelopment (ABR) and the Alpena City Council approved a Brownfield Plan Amendment to provide funds from the ABR's Local Site Remediation Revolving Loan Fund (Site Remediation Fund) to Austin Brothers Beer Company LLC for the purposes of installing replacement water and sanitary sewer services connections to the brewery and restaurant located at 821 W. Miller Street; and

**WHEREAS**, the approved Brownfield Plan Amendment provides up to \$35,000 in Site Remediation Funds to Austin Brothers Beer Company LLC for the service connections at the 821 W. Miller property in the form of a loan; and

**WHEREAS**, the Austin Brothers Beer Company LLC utilized \$\_\_\_\_\_ for the installation of the new water and sanitary sewer service connections at the 821 W. Miller property and such usage was approved by the ABR Executive Director.

**THEREFORE**, the Austin Brothers Beer Company LLC agrees to repay to the ABR's Site Remediation Fund \$\_\_\_\_\_ per the following:

1. Term – One (1) year commencing May 1, 2017.
2. Interest Rate – 5% Simple Interest to be calculated annually on the remaining unpaid principal balance as of December 31, 2017.
3. Monthly payments shall be \$\_\_\_\_\_.
4. Payments will be made by the 1<sup>st</sup> of each month commencing no later than May 1, 2017. Early payments may be made to reduce the principal and potential interest that may accrue.
5. In the event the Brewery ceases operation any time during the loan period Austin Brothers Beer Company LLC and its members agree to immediately repay the balance of the loan.

6. In the event the Brewery is sold prior to the payment of this loan:

- a. Austin Brothers Beer Company LLC agrees to immediately repay the balance of the loan, or
- b. The loan may be transferred to the new owners with the prior written consent of the ABR Executive Director.

Executed this \_\_\_\_ day of \_\_\_\_\_, 2017.

**CITY OF ALPENA AUTHORITY FOR  
BROWNFIELD REDEVELOPMENT**

**AUSTIN BROTHERS BEER  
COMPANY LLC**

\_\_\_\_\_  
Greg E. Sundin, Authority Executive  
Director

\_\_\_\_\_  
Dana Austin, Member

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness



City Hall  
208 North First Avenue  
Alpena, Michigan 49707  
[www.alpena.mi.us](http://www.alpena.mi.us)

12.A.

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**Clerk/Treasurer**

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December 5, 2016

Mr. Eric Peterson  
The Fresh Palate Gourmet Food and Catering  
[thefreshpalategourmet@live.com](mailto:thefreshpalategourmet@live.com)  
109 N. Second Avenue, Suite 100  
Alpena, MI 49707

Dear Mr. Peterson:

Your request for approval to host a Beer Festival on Saturday, September 30, 2017, between the hours of 3:00 p.m. and 9:00 p.m. has the City's support with the following requirements:

- 1) You must work with Police Chief Joel Jett to make sure that you are in compliance with the Liquor Control Commission's rules and regulations, Joel is available at 354-1801 or [joelj@alpena.mi.us](mailto:joelj@alpena.mi.us).
- 2) You must provide four (4) porta-johns to be placed in the alleyway.
- 3) You must contact all the store fronts that are on Second Avenue, between Chisholm Street and River Street, if there are any issues, please let the City and the Store Owner's know how you plan to resolve them.
- 4) Please contact The Department of Public Works, Sean McNamara at 354-1780 for all your barricades needs.

Since this is a new event for the City of Alpena, it will be presented to City Council on **January 16, 2017, at 6:00 p.m.**, for their approval, it would be helpful if you were at this meeting to answer any questions Councilmembers may have.

Please call me with any questions, 354-1721, or email, [karenh@alpena.mi.us](mailto:karenh@alpena.mi.us).

Sincerely,

Karen Hebert  
City Clerk/Treasurer/Finance Director

Copy: Mayor and Municipal Council  
Greg Sundin, City Manager  
Rich Sullenger, City Engineer  
Joel Jett, Police Chief  
Bill Forbush, Fire Chief  
Sean McNamara, DPW  
Lesslee Dort, DDA

Hebert, Karen

---

**From:** Berant, Jennifer  
**Sent:** Thursday, November 10, 2016 12:30 PM  
**To:** Adrian, Robert; Dort, Lesslee; Forbush, Bill; Gilmet, Donald; Hamp, Eric; Hebert, Karen; Jett, Joel; McNamara, Sean; Sullenger, Rich; Sundin, Greg  
**Subject:** New Event - Need Approval - Beer Festival

**The Fresh Palate has ask for the following approval:**

**Beer Festival**

Saturday, September 30<sup>th</sup>, 2017

Time: 3pm – 9pm

Two live band performances from local artists

They would like to host the event in the front of the Center Building – closing down Second Avenue, from the light on Chisholm Street to the light where River Street crosses Second Avenue. (Sean we need your input here)

They will have volunteers & employees working the event, there will be specific posts for checking into the event, there will be bracelets to show 21+ at the entrance and constant monitoring.

Please tell me your ideas and input on this event, it will go to Council after all opinions/questions/approvals are available.

Thank you!

Jennifer L. Berant

Cashier Clerk

City of Alpena

989-354-1724


[jenniferb@alpena.mi.us](mailto:jenniferb@alpena.mi.us)



## MEMO

12.B.

TO: Mayor Waligora and Municipal Council

FROM:  Karen Hebert, City Clerk/Treasurer/Finance Director

DATE: January 16, 2017

SUBJECT: 2015-2016 Comprehensive Annual Financial Report Summary

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At the close of the 2015-2016 fiscal year, the City of Alpena's General Fund had \$3,215,863, a 32.7% fund balance compared to a forecasted \$2,708,721 or 25.8% of fund balance. We began the fiscal year with a \$2,932,140 fund balance and forecasted that \$223,419 would be needed from reserves to cover expenditures. Of the \$3,215,863 fund balance, \$3,043,595 (or 30.9%) is unrestricted.

Our total projected revenue in the General Fund was \$10,375,567 and the actual was \$10,108,694, a difference of \$266,873. The revenue received was less than budgeted due to some State Grant revenue that was not received in time to be included in the 2015-16 fiscal year.

On the expense side, we did well in controlling costs in most areas. The majority of departments in the General Fund came in under budget. We had budgeted \$10,183,784 in expenses and spent \$9,393,571, a difference of \$790,213. The General Fund and Parks and Recreation had unfinished capital projects, which accounted for the largest part of that difference.

We must factor in that of the \$3,043,595 unrestricted fund balance, the uncompleted projects from 2015-16 will reduce the available amount accordingly.

The Municipal Council's directives (Council Policy No. 55) on the General Fund Balance, if it is above the 20% maximum, are:

**When fund balance approaches its maximum threshold the following measures should be considered:**

- 1. Fully fund the Employee Defined Benefit pension, if not already at full funding.**
- 2. Fully fund the OPEB Annual Required Contribution, if not already at full funding.**
- 3. Accelerate capital improvements in the CIP.**
- 4. Move up the debt schedule for existing bond payments to lower the City's debt burden.**
- 5. Reduce millage.**

Other options that Council may wish to explore at a future meeting is the possibility of reinstating or expanding existing programs such as brush pick-up, sidewalks, and snow removal on sidewalks.

With State law introducing the exemption of personal property taxes, it was unknown how it would affect the City's revenue. Council approved keeping the fund balance higher than 20% until we could determine the revenue loss to the City. If we lost 100% of these taxes, it would be a loss of \$750,000. The personal property tax reimbursements from the State are still not clear. At first we were to receive



## INFORMATIONAL ITEM

100% reimbursement, but now we are told we will be reimbursed for at least the essential services portion of revenue, which is approximately 46%. I would suggest continuing to allow a fund balance higher than 20% for the next two years to see if the details of the law become well defined.

Below are some notes on areas of the current and future budgets that are being addressed.

1. The Budget Stabilization Fund was designed specifically to enable municipalities to continue to provide services and avoid lay-offs wherever possible during slow economic times. The fund was used as necessary until it was depleted, and tight budgets didn't allow for replenishing until 2013-14. In 2013-14, the City began contributing \$5,000 annually, and now have \$15,000 in the fund at the end of 2015-16. This is a step in the right direction but in order to be of any use, the fund should have \$250,000 to \$500,000.
2. The City's contribution to the Retirement Pension Fund has been over \$600,000 since the 2009-10 fiscal year. The City's contribution for 2015-16 was \$738,836. For the current fiscal year it dropped slightly to \$722,318. The funding level continues to decrease and we are currently at 86.3%. Changes to the pension plan have been on-going in order to lower liabilities to the City.
3. The City established a Post-Retirement Health Care Fund under the authority of the State of Michigan Public Employee Health Care Fund Investment Act, Public Act 149 of 1999. The purpose of this type of fund is to cover health care obligations of current and future retirees that have health benefits. A valuation is performed every three years to identify the level of funding needed to cover the cost of retiree healthcare benefits. Though the City is not obligated to make contributions in advance of when insurance premiums are due the City has attempted to advance-fund a portion of these benefits. The City budgets a percent of payroll, currently 4% or approximately \$151,000 annually. Any annual credits received from BC/BS are also deposited in this fund. Approximately \$120,000 is used annually for the current retiree's health insurance premiums. The last valuation in 2013 provided our unfunded liabilities at \$4,076,942. The fund has a \$1,023,341 balance at 6/30/2016.
4. Capital projects were delayed during tight budget years, but are now being addressed. The Public Safety Building has had much-needed repairs to the roof and HVAC system. City Hall has had the exterior rehabilitated, and an HVAC system installed in the next fiscal year. The Second Avenue Bridge is currently being rehabilitated.
5. Though there is not much in the way of new revenue, taxable values are increasing slightly each year and the ambulance transfer program has increased service revenue. We have received several grants that have helped with infrastructure projects.

There are many positive things happening in Alpena. It has been encouraging to see the Bridge at Island Park completed, the Fish Mural downtown, and the Trailhead project completed. The Dog Park will be built in the current fiscal year and the Splash Park will be built in 2017-18.

**SUMMARY OF SERVICE ON BOARDS**  
**APPOINTED FOR 2016-2017**

Waligora	Johnson	Sexton	Nielsen	Nowak
		<b>MAYOR PRO-TEM</b> <b>2 Year Term</b>		
H.U.N.T.	PARK FOUNDATION	CITY PROPERTY	D.A.R.E.	HISTORIC DISTRICT
I.G. COMMUNICATIONS	RETIREMENT BOARD	T.B. SANCTUARY	MEDICAL MARIJUNIA	ALPENA COUNTY CENTRAL DISPATCH
<b>NAT. RESOURCES--</b> <b>VISIONING</b>	I.G. AIR/WATER QUALITY	MACNE	NEMCOG	I.G. PUBLIC SAFETY
<b>CLEAR TARGET MARKET</b> <b>VISIONING</b>	I.G. ROADS		<b>CLEAR TARGET MARKET</b> <b>VISIONING</b>	TARGET
	I.G. RECYCLING			B.O.R. POVERTY REVIEW
	<b>NAT. RESOURCES</b> <b>VISIONING</b>	<b>EC. DEV. VISIONING</b>	<b>BUILDING STRONG</b> <b>CONSENSUS - VISIONING</b>	<b>POLICIES &amp; PROCEDURES VISIONING</b>
	<b>POLICIES &amp; PROCEDURES</b> <b>VISIONING</b>	<b>BUILDING STRONG</b> <b>CONSENSUS -</b> <b>VISIONING</b>		RETIREMENT BOARD
<b>ALTERNATE</b>				
MACNE		I.G. RECYCLING	T.B. SANCTUARY	
NEMCOG BOARD			TARGET	
			H.U.N.T.	
			B.O.R. POVERTY REVIEW	

I.G. – All council attend Intergovernmental Meetings. The I.G. meetings above are subcommittees.

Visioning – All council participate in the Visioning & Goals Setting Sessions. The visioning meetings above are subcommittees and have not been active in several years.