

## ALPENA CITY COUNCIL MEETING

February 20, 2017 - 6:00 p.m.

### AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Modifications to the Agenda.
4. Approve Minutes – Special Session of February 2, 2017, Regular Session of February 6, 2017, and Closed Session of February 6, 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 \$438,986.75.
  - B. Approval of DDA Budget Amendment for \$200 from Fund Balance to Pay One Month Rent at 235 W. Chisholm.
  - C. Two Council Appointments to the Medical Marijuana Committee (Susan Nielsen and Shawn Sexton).
  - D. One Mayoral Appointment to the Planning Commission for an Unexpired Three-Year Term Expiring November 1, 2019, (Matthew Wojda).
7. Presentations.
8. Announcements.
9. Mayoral Proclamation.
10. Public Hearing.
11. Report of Officers.
  - A. Bids.
    - 1) DPW Uniform Services Contract.
  - B. City Manager's State of the City Report.
12. Communications and Petitions.
  - A. Huron Humane Society - Annual Report and Budget Request for 2017-18.

B. Councilmember Johnson – Request to Forward the Landfill Authority Refund of \$759.77 to the Intergovernmental Recycling Program.

13. Unfinished Business.

14. New Business.

Greg E. Sundin  
City Manager

## **COUNCIL PROCEEDINGS**

**February 2, 2017**

The Municipal Council of the City of Alpena met in special session upon the call of the City Clerk, at the NOAA Building on the above date and was called to order at 7:00 p.m. by the Mayor.

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

Absent: None.

The Municipal Council met in a special workshop session with the Alpena County Board of Commissioners and Alpena County Township Supervisors to present updates and exchange information on current activities in the community. The facilitators for the meeting were Tim Kuehnlein, Ann Diamond, and Carlene Przykucki.

Minutes were reviewed for the October 6, 2016, Intergovernmental Council Meeting with the following correction, Sanborn Township purchased a grass rig for the Fire Department, and minutes were then filed as presented.

### **GOVERNMENTAL ENTITY REPORTS**

Mayor Waligora gave a report on some of the events and projects in the City of Alpena. The City will be presenting the State of the City report at the February 20, 2017, council meeting. The Alpena Fire Department has been working closely with the Presque Isle Fire Department to assist in organization and response training. The Second Avenue Bridge closure occurred during the month of January, causing some retail slowdown in the downtown area. The Alpena Township South Bay Corridor Team will be doing some grant writing and currently accepting letters of support. The Dog Park will be starting their patronicity crowdfunding with a goal to raise \$6,000 dollars. Due to the current legislation on medical marijuana, the City will be reestablishing a committee to discuss this issue.

Alpena County Chairman Habermehl gave an update on current events in the County. He introduced the new county commissioners, and announced that Ted Sommers was hired as the new Equalization Director. He gave an update on the landfill. Six years ago the fund had a \$1.6 - \$2 million dollar deficit. Today there is a \$3 million fund balance, which will help build a new cell within the next few years. The landfill committee voted to give each Township and the City a portion of the impact fee, which will be \$759 dollars, the same as last year.

County Commissioner Adrian reported on the airport terminal project. The new

terminal building design will incorporate the history of the Alpena Community. He reported that the Federal Aviation Administration (FAA) now wants to do a one-year build. For fiscal year 2017-2018, the FAA has released \$1 million dollars for the building design. The project will begin in the 2019-2020 fiscal year, with a one year completion date. The new terminal is projected to cost \$12.7 million dollars, with the FAA funding 90% of the project, Michigan Department of Transportation will fund 5%, and there will be a 5% local match, for the FAA eligible portions of the building.

Alpena Township Supervisor Nathan Skibee reported that they will be rebuilding bridges within the community, taking Township issues one at a time, and they are currently beginning work on their 2017-2018 budget.

National Oceanic & Atmospheric Administration (NOAA) Superintendent Jeff Gray came forward to thank the community and local governments for their support over the past few years, especially during the expansion of the sanctuary. The sanctuary started with 450 square miles and in 2014 expanded to 4,300 square miles. Last year they had 100,000 visitors come through the center, which is twice as many as 2008. They received a \$50,000 marketing grant for more resources to bring people and activities, not only the NOAA center, but to the Alpena area as well. They will seek to bring in more tourists, as well as researchers; and National and International groups. A large grant has funded the Great Lakes Maritime Heritage Trail, which is an interpretive trail throughout three counties, Presque Isle, Alcona, and Alpena; with over 100 locations along the trail that present the history of the Great Lakes, way-finding that helps find resources, and cross promotions between the three counties.

Green Township Trustee Bates reported they are working on sign ordinance changes and medical marijuana changes; there will be some medical marijuana training classes taking place on March 13, 2017.

Long Rapids Township Supervisor Lumsden reported that they are continuing work on their park project. They have secured two grants, a Thunder Bay Youth and Recreation Grant and a State Grant for \$70,000 dollars, to assist with a barrier free fishing and viewing platform, along with a barrier free canoe and kayak launch, and some parking area. The Thunder Bay River Restoration volunteer group meets the third Wednesday of every month. On February 23, 2017, they are meeting with Northeast Michigan Council of Governments (NEMCOG), Huron Pines, Thunder Bay Watershed, and Montmorency

County Conservation Club to plan river restoration for the whole Thunder Bay watershed.

## **UPDATE WEBSITE DEVELOPMENTS AND RECREATION/MASTERPLAN**

### **DEVELOPMENTS**

Alpena City Manager Greg Sundin reported on the status of the City's website developments. The City has been presented with the first step on the basic format, and are now working on more details; a launch date has not been set.

Kuehnlein stated that at the last two Intergovernmental Council meetings, branding was identified as a high priority, with County-wide consistency on website design and branding for the virtual image of Alpena, presented in a user-friendly, and appealing format. The City and County will be working together on a website template, and then the townships can follow the same format if they chose.

A discussion about avoiding duplication of effort on Planning and Recreation Plans followed.

### **PRIORITY TOPIC PRESENTATION AND DEVELOPMENT**

The City has done a great deal of redeveloping rather than developing sites, for example, the old Alpena Power Company site, which is owned by Target, is preparing for redevelopment. Construction of the Thunder Bay Transportation Authority Building is hoped to be an impetus for others businesses to start development north of Alpena.

In Long Rapids Township the school has been sold to Northern Promotions, they are currently using the entire building and have added a 12,000 square foot addition, the facility is providing new jobs and by summer they are hoping to employee approximately 20 employees.

Alpena Township is close to finalizing their Masterplan, a new hardware store has opened on US-23 South, the Sports Unlimited rebuild has been completed, they are working on development opportunities with Target, and having a linear focus between the City and the Township north and south of town.

Sanborn Township is working on a fishing deck on the river for the handicapped.

The County is considering developing a countywide Brownfield Plan, which will help develop contaminated, functionally obsolete, or blighted properties. A proposed development can allow tax increment financing (TIF), which helps the developer with expenses. Brownfield Plans are a tool to help develop properties.

### **PRIORITY TOPIC DISCUSSION AND ACTION PROPOSITIONS**

City Director of Planning and Development Adam Poll discussed methods to utilize sites that are difficult to develop, stating that a Brownfield Development Authority (BRA) creates opportunities to assist in new development. The City is trying to set up sites for future development and current expansion, utilizing grants to develop residential units above commercial and retail space in the downtown area, which adds more life to the downtown. The City relies heavily on Target Alpena to make initial business contacts and assist in reaching out to commercial developers. He also spoke on the quality of life in Alpena, the City received trust fund grant monies for the Splash Park, and the North Eastern State Trailhead (NEST) was completed in cooperation with the County and Township of Alpena.

Target Alpena Economic Development Director Jim Klarich discussed Target's support of small businesses with loans for projects. On average, they have about ten new businesses per year, with about 45 jobs created, and \$1.7 million in capital formation. Klarich hopes to go after larger projects and get more visibility for Alpena. Developing a commercial relationship with corporations to create a strategy to assemble properties for them is complex, time consuming, and expensive. There is a definite need for attached housing, condos and large scale apartments, as per the housing study that was completed. Target is involved in the industrial recruitment with Allegheny Technologies for a possible development. Klarich also noted that Alpena is one of the few communities who has reduced their unemployment rate by over half in the last few years. Klarich said that consistency in Master and Recreation Planning, Brownfields, and corridors is needed throughout the County, City and Township.

City Manager Sundin said historically the City has done very well in helping with economic development; in the last sixteen years grants of over \$8 million dollars have been obtained, the City then contributed \$2.8 million in matches, and \$10 million in matches from other investments were received. The Brownfield Redevelopment Authority (BRA) has given \$3.5 million back to businesses for both completed and active projects. The City also has a remediation fund that assists with businesses located in a Brownfield District that need immediate assistance.

## **PLANNING SESSION**

The topic for the next Intergovernmental Meeting will be a discussion on the drug crisis and assistance on the drug issues in the County of Alpena with the Huron

Undercover Narcotics Team (HUNT).

The Alpena Intergovernmental Council will meet again on June 1, 2017, at 7:00 p.m., hosted by Green Township.

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Council adjourned at 9:05 p.m.

MATTHEW J. WALIGORA  
MAYOR

ATTEST:

Karen Hebert  
City Clerk

## **COUNCIL PROCEEDINGS**

**February 6, 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 Nowak, and Sexton.

Absent: Nielsen and Johnson.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **MINUTES**

The minutes of the regular session of January 16, 2017, were approved as printed.

### **CONSENT AGENDA**

Moved by Councilmember Sexton, seconded by Councilmember Nowak, that the following Consent Agenda items be approved:

1. Bills Allowed – in the Amount of \$292,662.96 be Allowed and the Mayor and City Clerk Authorized to Sign Warrants in Payment of Same.
2. Approval of DDA Budget Amendment for 2015-16 Development Plan and Marketing Analysis to be completed in 2016-17.
3. Recognition of Thunder Bay Blockheads as a Nonprofit Organization Operating in the Community for the Purpose of Obtaining Charitable Gaming Licenses.
4. Two Mayoral Reappointments to the Planning Commission for a Three-Year Term Expiring November 1, 2019, (Randy Boboltz and Dan Mitchell).
5. One Mayoral Appointment to the Planning Commission for an Unexpired Three-Year Term Expiring November 1, 2017 (Blake Austin).

Carried by unanimous vote.

### **TREASURER'S QUARTERLY FINANCIAL REPORT**

Moved by Councilmember Nowak, seconded by Councilmember Sexton, to receive and file the Treasurer's Quarterly Financial Report of October 1, 2016, through December 31, 2016.

Carried by unanimous vote.

6:05 p.m. Councilmember Nielsen took her seat.

### **REQUEST FOR CITY WIDE GARAGE SALE EVENT**

Moved by Councilmember Nowak, seconded by Councilmember Sexton, to approve a City Wide Garage Sale Event, taking place Friday, June 30, 2017, from 9:00



a.m. to 5:00 p.m., and Saturday, July 1, 2017, from 9:00 a.m. to 4:00 p.m., and that all signage shall be in compliance with the City Zoning Ordinance and be removed at the conclusion of the event. Applications are available at the Alpena Area Chamber of Commerce.

Carried by unanimous vote.

#### **RENEWAL OF CONTRACT – HOT MIXED ASPHALT (HMA)**

Moved by Councilmember Sexton, seconded by Councilmember Nowak, to approve per City Engineer's memorandum dated January 25, 2017, the renewal of the 2016 Hot Mixed Asphalt (HMA) Patching Program for the 2017 calendar year, for the unit prices proposed.

Carried by unanimous vote.

#### **CLOSED SESSION**

Moved by Councilmember Nowak, seconded by Councilmember Sexton, that the Municipal Council adjourn to a closed session at 6:15 p.m. to discuss pending litigation.

Carried by unanimous vote.

#### **RECESS**

The Municipal Council recessed at 6:15 p.m.

#### **RECONVENE – CLOSED SESSION**

The Municipal Council reconvened in closed session at 6:20 p.m.

6:32 p.m. Councilmember Johnson took her seat.

#### **RECONVENE – OPEN SESSION**

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Municipal Council reconvened in open session at 6:54 p.m.

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Municipal Council adjourned at 6:54 p.m.

MATTHEW J. WALIGORA  
MAYOR

ATTEST:

Karen Hebert  
City Clerk

## INVOICE REGISTER

EXP CHECK RUN DATES 02/21/2017 - 02/21/2017

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
ADRIENNE THOMPSON	012917	TRAVEL EXPENSE - AMB	154.16
AIRGAS USA LLC	9942177274	VEH MAINT - DPW	66.00
ALPENA AREA CHAMBER OF COMM	14459	DINNER TICKETS	250.00
ALPENA AREA CHAMBER OF COMM	14464	DINNER TICKETS - DDA	50.00
ALPENA AREA CHAMBER OF COMM	14483	MEMBERSHIP INVESTMENT - DDA	1,500.00
ALPENA COUNTY TREASURER	020717	IT CONTRACTED SVCS 02/17	7,500.00
ALPENA DIESEL SERVICE	52379	VEH MAINT #43	25.38
ALPENA EMBROIDERY & TROPHIES LLC	2186	CWP/RET PLAQUE PLATES	89.00
ALPENA NEWS PUBLISHING CO	DC1107 01/17	PUBLISHING/ADVERTISING	365.65
ALPENA NEWS PUBLISHING CO	000180 17/18	SUBSCRIPTION - MANAGER	226.20
ALPENA PAPER & SUPPLY CO	470666	SUPPLIES - FIRE/AMB	26.70
ALPENA PAPER & SUPPLY CO	470752	SUPPLIES - CITY HALL	234.74
ALPENA POWER COMPANY	020817	ELECTRIC - DDA	74.83
ALPENA POWER COMPANY	022117	ELECTRIC	32,491.94
ALPENA SUPPLY CO	2285763	VEH MAINT - DPW	45.15
ALPENA SUPPLY CO	2284026	SUPPLIES - FIRE/AMB	20.91
ALPENA SUPPLY CO	2287235	SUPPLIES - FIRE/AMB	21.89
ALPENA SUPPLY CO	2282464	MAINT - DDA	16.83
AMERICAN MESSAGING	Z2535843RB	PAGER FEES	31.12
APPLIED INDUSTRIAL TECH-MI LTD	7009820181	VEH MAINT - DPW	123.21
ARROW INTERNATIONAL INC	94543696	SUPPLIES - AMB DISP	112.56
ARROW UNIFORM	1568515	SUPP/MAINT - CH/PSF/PW/EQUIP	443.30
BALL TIRE & GAS INC	129896	VEH MAINT #18	15.00
BALL TIRE & GAS INC	130257	VEH MAINT - DEP FIRE CHF	886.84
BALL TIRE & GAS INC	130268	VEH MAINT - FIRE CHF	886.84
BELL EQUIPMENT COMPANY	0126281	VEH MAINT #66	472.89
BOUND TREE MEDICAL LLC	82389174	SUPPLIES - AMB DISP	436.30
BOUND TREE MEDICAL LLC	82394006	SUPPLIES - AMB DISP	16.00
BOUND TREE MEDICAL LLC	82403337	SUPPLIES - AMB DISP	146.30
BP	49621131	GAS/FUEL - FIRE/AMB/EQ/MICU	4,706.39
BS&A	110284	SVC/SUPPORT FEE - CEM	444.00
CARQUEST AUTO PARTS	312155	VEH MAINT - AMB	17.07
CARQUEST AUTO PARTS	312170	VEH MAINT - DPW	115.64
CARQUEST AUTO PARTS	312171	VEH MAINT - FIRE EQ	5.47
CARQUEST AUTO PARTS	312211	VEH MAINT - DPW	20.46
CARQUEST AUTO PARTS	312352	VEH MAINT - DPW	46.93
CARQUEST AUTO PARTS	312650	VEH MAINT - DPW	48.42
CARQUEST AUTO PARTS	312692	VEH MAINT - POLICE	9.57
CARQUEST AUTO PARTS	313154	VEH MAINT #36	5.90
CARQUEST AUTO PARTS	313315	VEH MAINT - POLICE	94.62
CARQUEST AUTO PARTS	313363	VEH MAINT #36	13.03
CARQUEST AUTO PARTS	313539	VEH MAINT #36	34.15
CARQUEST AUTO PARTS	314061	VEH MAINT - POLICE	28.21
CARQUEST AUTO PARTS	314143	VEH MAINT - DPW	89.64
CARQUEST AUTO PARTS	314147	VEH MAINT - AMB	8.52
CARQUEST AUTO PARTS	314148	VEH MAINT - POLICE	9.67
CARQUEST AUTO PARTS	312866	VEH MAINT - DPW	11.08
CHRISTOPHER MORRISON	011917	TRAVEL EXPENSE - AMB	18.68
COMPASS MINERALS	71600553	STORES - ROAD SALT	28,579.78
DE LAGE LANDEN FINANCIAL SERVICES	53241496	COPIER LEASE 02/17 - DDA	56.55
DEAN ARBOUR FORD LINCOLN MERCURY	21559	VEH MAINT - FIRE EQ	23.50
DIANE VOGRIG	021417	PARKING LOT RENTAL REFUND - DDA	200.00
DTE ENERGY	022117	GAS	14,551.45
DTE ENERGY	020117	GAS - DDA	115.06
ELIZABETH BUSHEY	021517	CLERICAL SUPPORT - DDA	261.25
ERIC HAMP	011217	TRAVEL EXPENSE - POLICE	60.00
EVERETT GOODRICH TRUCKING & ASPHALT	26136	STORES - COLD PATCH	2,131.64
EVERETT GOODRICH TRUCKING & ASPHALT	26246	SNOW REMOVAL - DDA	120.00
FASTENAL COMPANY	MIALP140340	SUPPLIES - PUBLIC WORKS	3.80
FASTENAL COMPANY	MIALP140506	VEH MAINT - DPW	5.06
FEDERAL EXPRESS	5-695-72748	SHIPPING FEES	33.12
FIRE ENGINEERING-PENNWELL CORP	4773710175 02/17	SUBSCRIPTION - FIRE	29.00
FIRST DUE FIRE SUPPLY	17-136	SUPPLIES - FIRE	204.46
FIRST FEDERAL OF NORTHERN MICHIGAN	1803 02/17	LAND PURCHASE - DDA	1,328.59
FRANKS KEY & LOCK SHOP INC	23711	SUPPLIES - PARKS	17.00
FRANKS KEY & LOCK SHOP INC	23811	SUPPLIES - POLICE	11.90
FREESE HYDRAULICS & EQUIP REPAIR	30619	VEH MAINT #66	109.25
FREESE HYDRAULICS & EQUIP REPAIR	30620	VEH MAINT #20	89.00
FREESE HYDRAULICS & EQUIP REPAIR	30646	VEH MAINT #25	350.00
FREESE HYDRAULICS & EQUIP REPAIR	30681	VEH MAINT #64	15.00
FRONTIER	9535 02/17	TELEPHONE - SEWER	518.04
FRONTIER	4175 02/17	TELEPHONE - FIRE/AMB	37.36

## INVOICE REGISTER

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EXP CHECK RUN DATES 02/21/2017 - 02/21/2017

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
FRONTIER	5445 02/17	TELEPHONE - FIRE/AMB	71.30
FRONTIER	7204 02/17	ELEVATOR TELEPHONE - CITY HALL	56.48
FRONTIER	7430 02/17	ELEVATOR TELEPHONE - PUBLIC SAFETY	56.48
FRONTIER	2793 02/17	TELEPHONE - POL/FIRE/AMB	107.15
GEORGIES TOWING & WRECKER SVC	17537	IMPOUND TOWING - POLICE	75.00
GREENWAY FUELS LLC	013117	RECYCLING 01/17	120.00
GREENWAY/L & N DISPOSAL	013117	DUMPSTER CHARGES 01/17	246.50
GREG SUNDIN	021017	TRAVEL EXPENSE - MGR	249.55
HANSEN SALES & SERVICE	23925	VEH MAINT - DPW	24.28
HAROLD KNOPP	020217	TRAVEL EXPENSE - AMB	15.00
HAVILAND	226410	SODIUM HYPOCHLORITE - SEWER	3,929.38
HEALTH EQUITY	12741 02/17	HSA CITY CONT 02/17	5,442.00
INTERSTATE BATTERY SYSTEM INC	43030011	VEH MAINT - DPW	223.90
JOEL W JETT	021317	TRAVEL EXPENSE - POLICE	50.00
JOEL W JETT	021017	TRAVEL EXPENSE - POLICE	266.43
L & S TRANSIT MIX CO	249096	MAINT - SEWER	163.25
L & S TRANSIT MIX CO	54805	MAINT - SEWER	40.00
LAKESHORE PLUMBING, HEATING &	34847	BLDG MAINT - POLICE	1,000.00
LARRY SANDERSON	981540	SNOW REMOVAL - DDA	410.00
LESSLEE DORT	010117	REIMB CELL PHONE EXP - DDA	60.00
LESSLEE DORT	020117	REIMB CELL PHONE EXP - DDA	60.00
LSL PLANNING	0028109-IN	RRC DEVELOPMENT PLAN - DDA	404.72
MASTERS & LALONDE SHOES	37593	UNIFORMS - FIRE/AMB	188.00
MASTERS & LALONDE SHOES	37629	UNIFORMS - FIRE/AMB	92.00
MASTERS & LALONDE SHOES	37633	UNIFORMS - FIRE/AMB	118.40
MASTERS & LALONDE SHOES	37654	UNIFORMS - POLICE	188.00
MERIDIAN CONTRACTING SERVICES LLC	580-2015 12/16	CONSTRUCTION SVCS - WOODWARD TRAIL	56,334.00
MERIDIAN CONTRACTING SERVICES LLC	580-2015 01/17	CONSTRUCTION SVCS - WOODWARD TRAIL	21,191.00
MICHAEL MANCHESTER	013117	TRAVEL EXPENSE - AMB	6.83
MICHAEL MANCHESTER	020417	TRAVEL EXPENSE - AMB	15.00
MICHAEL SANDERS	020417	TRAVEL EXPENSE - AMB	54.72
MICHAEL TOROK	012717	TR EXPENSE/EMS LICENSE - AMB	109.12
MILLER OFFICE MACHINES	211796	COPIER MAINT 01/17	136.07
MML WORKERS COMP FUND	5796204	WORKERS COMP - QTR PAYMENT	36,245.00
NETWORKFLEET INC	60330	GPS TRACKING SYSTEM - AMB	73.85
NMFCA	858	2017 MEMBERSHIP DUES - FIRE/AMB	50.00
NORTHERN TOOL SALES & RENTALS	70307	SUPPLIES - FIRE/AMB	50.00
NORTHERN TOOL SALES & RENTALS	70383	SUPPLIES - FIRE/AMB	7.49
OFFICE DEPOT	891220514001	SUPPLIES - CITY HALL	249.81
OFFICE DEPOT	891526031001	SUPPLIES - POLICE	140.74
OFFICE DEPOT	894374069001	SUPPLIES - POLICE	27.28
OFFICE DEPOT	898036141001	SUPPLIES - POLICE	13.47
OFFICE DEPOT	898036279001	SUPPLIES - PUBLIC SAFETY	21.43
PROPANE PLUS INC	021899	PROPANE - CEMETERY	49.00
PROPANE PLUS INC	37720	PROPANE - TRAILHEAD	259.93
ROWLEYS WHOLESALE	1916409-00	VEH MAINT - DPW	321.45
ROWLEYS WHOLESALE	1916700-00	VEH MAINT - DPW	109.05
SERVICEMASTER HOME & OFFICE	60796	CLEANING - SEWER	424.09
SEVAN K INC	303 01/17	VEH MAINT - AMB	74.03
SEVAN K INC	313 01/17	VEH MAINT - POLICE	85.50
SHELL	6133702	UNLEADED GAS/FUEL-POL/F/A/GEN/MICU	1,358.56
STANDARD ELECTRIC CO	453433-00	MAINT - LIGHTS	94.39
STANDARD ELECTRIC CO	454359-00	MAINT - LIGHTS	50.38
STANDARD ELECTRIC CO	454859-00	MAINT - LIGHTS	102.85
STATE CHEMICAL SOLUTIONS	98125492	SUPPLIES - FIRE/AMB	382.49
STRALEY LAMP & KRAENZLEIN PC	25365	MONTHLY FEE 01/17	3,210.00
SUEZ WATER INC	20172910	CONT OPERATIONS 01/17	132,886.37
SUEZ WATER INC	201729832	CONT OPERATIONS 01/17	23,571.03
SUPERIOR IMAGE CLEANING	020217	CLEANING-CH/PSF/PW/PKS/BH/TRAILHEAD	2,724.99
TAMI ROMEL	011217	WORK APPAREL ALLOW - PW	174.86
TELNET WORLDWIDE	170208	TELEPHONE	363.10
TETRA TECH INC	51143629	SECOND AVE BRIDGE PM CONSTR INSP	34,857.22
THE UPS STORE 5054	020817	SHIPPING FEES	64.76
THOMPSONS LINEN SERVICE	70483 01/17	UNIFORMS-PW/CEM/PKS/EQ	346.16
THUNDER BAY ELECTRIC INC	225085	CONTRACTUAL SERVICES	161.00
THUNDER BAY ELECTRIC INC	225089	MAINT - LIGHTS	901.37
THUNDER BAY ELECTRIC INC	225096	TRAFF SIGNAL MAINT - MAJ ST	85.85
THUNDER BAY ELECTRIC INC	225098	MAINT - XMAS LIGHTS	46.00
UNITEX DIRECT	149965	UNIFORMS - POLICE	96.31
UNITEX DIRECT	149984	UNIFORMS - POLICE	151.00
UNITEX DIRECT	137806	UNIFORMS - POLICE	(71.99)
VERIZON WIRELESS	9779556655	IPADS - GEN/AMB	720.18

**INVOICE REGISTER**

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EXP CHECK RUN DATES 02/21/2017 - 02/21/2017

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
VISA/ELAN FINANCIAL SERVICES	1790 02/17	UNIF/SUPP/TR EXP/DUES - POL	520.80
VISA/ELAN FINANCIAL SERVICES	4552 02/17	CONF REG/FIT BIT PROG/BLDG MAINT	370.68
VISA/ELAN FINANCIAL SERVICES	6116 02/17	SUPPLIES/TRAVEL EXPENSE - FIRE/AMB	697.98
VISA/ELAN FINANCIAL SERVICES	7337 02/17	FOOD/SERVICE - PLANNER	10.00
VISA/ELAN FINANCIAL SERVICES	8489 02/17	CONF REG/FOOD/SERVICE - MGR	167.09
VISA/ELAN FINANCIAL SERVICES	8703 02/17	SUPPLIES - DDA	146.88
VISA/ELAN FINANCIAL SERVICES	7449 02/17	SUPP/TR REG/LADDERS/VEH MAINT-ENG/IT/I	2,598.74
WEINKAUF PLUMBING & HEATING INC	78450	MAINT - SEWER PLANT	293.01
WEINKAUF PLUMBING & HEATING INC	78504	MAINT-PUBLIC SAFETY BLDG	890.01
Total:			438,986.75

# BUDGET AMENDMENT REQUEST

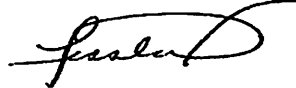
FUND: 217DEPARTMENT: 269 - Downtown Development


Account No.	Account Description	Current Budget	Proposed Increase or (Decrease)	Proposed Budget
954-000	Office Rent	\$0	200	\$200
956-000	Micellaneous	\$0	\$114.72	\$114.72
Fund Balance	Fund Balance		-\$314.72	-\$314.72
			\$0.00	\$0.00

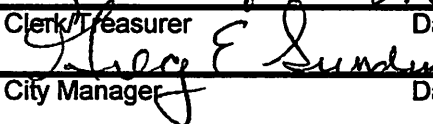
## Justification for Budget Amendment

Bring \$200.00 from Fund Balance to pay one month rent at 235 W Chisholm due to delayed move into 124 E Chisholm.

Bring \$114.72 from Fund Balance to pay charges stemming from County Board of Review, see attached.

  
 Department Head 1-Dec-16  
 Date

  
 Clerk/Treasurer 2-6-17  
 Date

  
 City Manager 2-6-17  
 Date

City Council Date



# Memorandum

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Date: February 15, 2017

To: Mayor Matt Waligora and City Council

Copy: Greg Sundin, City Manager

From: Adam Poll, Planning and Development Director

Subject: Appointments to the medical marijuana committee

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With the passing of various legislation last year regarding medical marijuana, it would seem appropriate to reform the medical marijuana committee to look at the impact of the new laws on the City of Alpena. Representation from a wide range of affected groups is preferred so potential impacts can be discussed and accounted for. Members of the committee consist of citizens, law enforcement, attorneys, various City staff, and members of City boards and commissions.

The committee's goal is to look at this issue closely and the various ways it will impact the City of Alpena. We will hear from representatives from both sides of the issue and ultimately analyze the information available to present a report to the full City Council.

Shawn Sexton and Susan Nielsen have both volunteered to represent City Council, and I would ask that they be appointed to the medical marijuana committee.





6.D.

2/20/2017

	NAME	BOARD	TERM	New Ex. Date	APPT AUTH
APPOINT	Matthew Wojda	Planning Commission	3	11/1/2019	Mayor


# Memorandum



Date: February 15, 2017

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

Copy: Greg Sundin, City Manager

From: Rich Sullenger, City Engineer 

Subject: DPW Uniform Services

In July of 2013, the City renewed a three-year contract with Thompson Linen Service for the supply and delivery of uniforms for the Department of Public Works. The contract expired on August 31, 2016. Although the contract has been expired, Thompson Linen Service is still providing this service. The specifications did not allow for the renewal of this contract therefore, the City requested sealed bids. Thompson Linen Service was the only bid that was received with the proposed as bid prices listed below:

## Thompson Linen Services

Uniform Cost	Blended Shirt/Cotton Pants	All Cotton Uniform
Effective 03-01-2017	\$4.45	\$4.75
Effective 03-01-2018	\$4.54	\$4.85
Effective 03-01-2019 through 12-31-2019	\$4.63	\$4.95

The above as bid prices are lower than what the City is paying at present. Currently, the City is paying \$5.74 for blended shirt/cotton pants and \$6.18 for all cotton uniforms.

Upon review of the proposed bid prices and considering the service the City has received from Thompson Linen Service in the past, it is my recommendation, as City Engineer, to award the (3) year contract to Thompson Linen Service for the supply and delivery of uniforms for the Department of Public Works for the next (3) year period (March 1, 2017 through December 31, 2019) with the possibility of (1) three-year contract renewal if both parties can agree on prices.



Huron Humane Society  
3510 Woodward Ave  
Alpena MI, 49707  
989-356-4794

February 15, 2017

Re: Yearly Allocation to The Huron Humane Society

To: City Council

Attached is our last year's budget. In addition, a breakdown of 30-day cost and care for a puppy, kitten, cat and dog. The vaccinations and care we give at the shelter ensure our animals promote a healthy animal community. Lastly, I have included an animal intake jurisdiction breakdown.

The Huron Humane Society is very grateful for the City of Alpena's support to the animals, and to this community. We are asking for the same amount as last year \$17,500. Thank you for your support now and in the future.

Respectfully Submitted,

Natalie Francis, Executive Director  
Huron Humane Society

**HURON HUMANE SOCIETY**  
**PRELIMINARY ANNUAL BUDGET**  
**January 1, 2016 through December 31, 2016**

		Annual	Monthly
<b>INCOME</b>			
	City of Alpena*	\$20,000.00	\$1,666.67
	Township of Alpena**	\$10,000.00	\$833.33
	County of Alpena	\$8,000.00	\$666.67
	Animal Control Duties***	\$18,750.00	\$1,562.50
	Donations	\$142,000.00	\$11,833.33
	Fundraising	\$53,000.00	\$4,416.67
<b>TOTAL INCOME</b>		<b>\$251,750.00</b>	<b>\$20,979.17</b>
<b>EXPENSES</b>			
	Animal Expenses (food, supplies)	\$25,000.00	\$2,083.33
	Bank Charges, etc.	\$700.00	\$58.33
	Utilities	\$17,000.00	\$1,416.67
	Insurance	\$6,500.00	\$541.67
	Repairs & Maintenance	\$15,000.00	\$1,250.00
	Wages and Payroll Taxes	\$155,000.00	\$12,916.67
	Workers Compensation	\$3,300.00	\$275.00
	Office Supplies & Postage	\$2,500.00	\$208.33
	Veterinary and Medical Care	\$18,000.00	\$1,500.00
	Fundraising Expenses	\$12,000.00	\$1,000.00
	Travel and Education	\$1,000.00	\$83.33
<b>TOTAL EXPENSES</b>		<b>\$256,000.00</b>	<b>\$21,333.33</b>
<b>BUDGETED INCOME/(LOSS)</b>		<b>(\$4,250.00)</b>	<b>(\$354.17)</b>

\*City of Alpena-Anticipated \$6,000 increase over 2015

\*\*Township of Alpena-Anticipated \$4,000 increase over 2015

\*\*\*Animal Control Contract Expires September, 2016

Huron Humane Society  
Animal Intake  
Jurisdiction Statistics  
2015 and 2016

2015

Alpena Township - 119  
City of Alpena - 142  
Herron Township - 6  
Ossineke Township - 21  
Other - 13  
Sanborn Township - 12  
Wilson Township - 6

Total Intake = 319

2016

Alpena Township - 125  
City of Alpena - 241  
Herron Township - 4  
Maple Ridge Township - 3  
Ossineke Township - 6  
Other - 6  
Sanborn Township - 17  
Wilson Township - 0

## Intake Breakdown

30 days of care

Cats –

- Vaccinations – Felocell 4 \$1.89 per dose (one booster for adults, two boosters for kittens)  
Nemex – \$1.50 **Total for Cats - \$5.28 Kittens - \$7.17.**

- Feline Leukemia Test - \$13.95 plus blood draw \$5.00. **Total - \$18.95.**
- Food – Cat .55 per day x 30 - **\$16.75.** Kitten .96 per day x 30 - **\$28.83.**
- Litter - **\$8.82**
- Flea/mite Treatment - **\$9.00.**
- Antibiotics – Clavamox **\$13.50.**
- Employee Wage – for daily care of cat/kitten, 15 min. \$2.23 x 30 - **\$66.75.**

**Total 30-day cat - \$139.05    Total 30-day kitten - \$153.02**

Spay and neuter if necessary – Female Cats \$75.00 - \$100 Male Cats - \$50.00

## Intake Breakdown

30 days of care

Dog –

- Vaccinations – Vanguard Plus 5 \$2.35 per dose (one booster on adult dogs, two boosters on puppies). BBV (kennel cough) \$3.57 per dose. Nemex (wormer) \$3.00 per dose. **Total Dogs - \$11.27 Puppy's - \$13.62**
- Food – Dog \$1.98 per day x 30 days - **\$59.40**. Puppy \$1.40 per day x 30 - **\$42.00**.
- Bathing – ½ hour employee at minimum wage - **\$4.45**.
- Revolution dose for fleas, parasites and ear mites - **\$9.25**.
- Ears (if needed) – Oticleanse \$8.79 and 15 min employee wage \$2.23. **Total - \$11.02**.
- Employee Wage – for daily care of dog/puppy, ½ hour \$4.45 x 30 - **\$133.50**.

**Total 30-day dog - \$228.89    Total 30 day for Puppy - \$213.84**

Spay and Neuter if necessary – Female Dogs \$150 - \$200  
Male Dogs \$100 - \$150.

**Krajniak, Julie**

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**From:** Johnson, Cindy  
**Sent:** Monday, February 13, 2017 10:32 PM  
**To:** Krajniak, Julie  
**Subject:** RE: Landfill payment information

Julie,  
If Greg concurs, I would request we put it on the agenda and turn it over to the recycling program.  
Thanks,  
Cindy

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**From:** Krajniak, Julie  
**Sent:** Monday, February 13, 2017 9:54 AM  
**To:** Johnson, Cindy  
**Cc:** Sundin, Greg  
**Subject:** Landfill payment information

Hi Cindy:

We just received payment from Solid Waste Management Authority that is being paid under the same formula as the payment we received last year. Last year we received \$642.80; this year's check is for \$759.77. I recalled that last year you had requested that this amount be turned over to NEMCOG to support the recycling program. The attachment has this year's letter and check and a copy of your email from last year requesting it be placed on council agenda. If this is something you would like done for this year's payment, please send me an email similar to last year's and let me know what council meeting agenda you want it placed on. Karen is on vacation until 2/23/17 so that is why you are hearing from me!

Julie Krajniak  
Deputy City Clerk/Treasurer/Finance Director



Clerk/Treasurer  
208 N. First Avenue  
Alpena MI 49707  
Phone: 989-354-1722  
Fax: 989-354-1709  
juliek@alpena.mi.us