

ALPENA CITY COUNCIL MEETING

November 06, 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 October 5, 2017, Regular Session of October 16, 2017 and Closed Session of October 16, 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 \$422,881.68.
 - B. Three Mayoral Reappointments to the Planning Commission for a Three-Year Term Expiring on November 1, 2020 (Clayton VanWagoner, Wayne Lewis, and Blake Austin).
 - C. Huron Humane Society - Request for Approval of the “Home for the Howliday” Fundraiser on November 25th.
 - D. Approval of Budget Amendment for Police Car Camera for \$5,245.
 - E. Approval of Valet Parking for Glamour and Gourmet Fundraiser on November 9, 2017.
7. Presentations.
8. Announcements.
 - A. A Reminder to all City Residents Previously Voting in Precinct 3 (Presbyterian Church) and Precinct 6 (St. Bernard’s). Your New Location is St. Anne’s Parish Center.
9. Mayoral Proclamation.
10. Public Hearing.
11. Report of Officers.

12. Communications and Petitions.
13. Unfinished Business.
14. New Business.
 - A. Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities – Community Engagement Statement.
15. Adjourn to Closed Session to Discuss Water/Sewer Litigation.

Greg E. Sundin
City Manager

COUNCIL PROCEEDINGS

October 5, 2017

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

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

Absent: Sexton.

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 facilitator for the meeting was Carlene Przykucki.

Minutes were reviewed for the June 1, 2017, Intergovernmental Council Meeting.

PUBLIC COMMENT

Aaron Weed, Oscoda Township Supervisor, wanted to discuss industrial chemical contamination in Alpena County. Oscoda has the contamination from the Air Force Base. Perfluoroalkyl Acid (PFA's) and Perflourooctanoic Acid (PFO's) are industrial chemicals that were used in firefighting foams, and have health risks that the Environmental Protection Agency (EPA), and local health departments are concerned with, the permissible levels and cleanup contamination are a concern to local residents. Mr. Weed is concerned about the levels that the EPA allows.

GOVERNMENTAL ENTITY REPORTS

Mayor Waligora reported that Second Avenue, between Chisholm and River Street, will remain as a one-way street. The Dog Park has been delayed due to the failure of the North Riverfront walkway. The Mayor and City Manager sit on the Joint Land Use Study Committee, the purpose is to get a better understanding of how military bases affect the residents living and working in those areas. There was a public meeting held on the Joint Land Use Study in Alpena last month, there was a very low turn-out. There will be another public input session at 6:00 p.m. on Wednesday, October 11, 2017, at the Alpena County Library.

City Manager Sundin reported on the current introduction of legislation by the State Senate and House of Representatives that affects short term rentals. The Bill will make short term rentals the same as residential housing. It could eliminate rental inspections and/or zoning requirements.

Alpena County Commissioner Adrian reported on the 800 MH radios and pagers

throughout the County and the need to upgrade the system, which will be more reliable. He gave an update on the airport terminal, and the revisions to the design of the building. Also, enplanements are staying up, and will probably reach the 10,000 benchmark for the 2017 year. On December 1, 2017, the Health Department Building will become County property. He also said that the Director of the Health Department is aware of the dangers of PFA's. Long Lake Park is in the process of constructing a new bathhouse, and possibly a new boat launch. The County is interviewing for a new 911 Coordinator. The jail project is moving along, and tours and presentations on the current jail are being offered.

Long Rapids Township Supervisor Lumsden reported that the clean-up of the Thunder Bay River from Hillman to Alpena will be completed by mid-October. The area will be accessible for kayaking and canoeing. More clean-up will be performed in the spring as well as finishing the park. Howard also announced that there will be a Michigan Township Association (MTA) Chapter Meeting, October 16, 2017, at 7:00 p.m., at Maple Ridge Hall for a presentation on the jail project.

Sanborn Township Supervisor Gauthier reported that they are on their third Clerk this summer. The beach park now has basketball courts, and Beebe Street Park has had a parking area installed, and clean-up of some invasive species.

Green Township Supervisor Smith reported that trees are being pulled out on the back of Manning Hill Park for access to the old sledding hill. The Township has been distracted by the gas industries protests of their property taxes.

PRESENTATION GIVEN BY THE DIRECTOR OF TRAFFIC SAFETY PROGRAM

PROSECUTING ATTORNEY'S ASSOCIATION OF MICHIGAN

The Guest Presenter was Ken Stecker, Director of Traffic Safety Training Program Prosecuting Attorney's Association of Michigan. Mr. Stecker presented facts and figures on the laws, fees, and possession limits of the 29 Legal Medical Marihuana States (including Michigan) and Washington DC. The Michigan Medical Marihuana Act can be found in Chapter 333, Section 333.26427 of the MCL.

Michigan will begin officially handing out licenses to growers, testing facilities, transporters, and dispensaries in 2018. The applications for licenses will become available on the Michigan Department of Licensing and Regulatory Affairs (LARA) website December 15, 2017. A person may apply to the Medical Marihuana Licensing Board for licenses in the following categories: Class A, B, or C Grower, Secure Transporter, Process, Provisioning

Center and Safety Compliance Facility. However, a person cannot apply to the State of Michigan for a license unless a municipality has adopted an ordinance that authorizes that type of facility.

Municipalities may also limit the number of facilities, and adopt other ordinances regarding zoning regulations. They cannot impose regulations regarding the purity or pricing of marihuana, or interfering, or conflicting with statutory regulations for licensing marihuana facilities.

The medical marihuana business is projected to generate revenues of more than \$700 million, and if a ballot proposal goes to voters in 2018, and the market is opened for recreational use, those revenues will easily surpass \$1 billion.

Mr. Stecker presented statistics involving the negative effects of marihuana use, including impaired driving, addiction, and child pot poisoning. In addition, there are odor, health, and safety issues involved in the production of cannabis. There is also the danger from making Butane Hash Oil (BHO). There have been fire and explosion incidents recently tied to extracting tetrahydrocannabinol (THC) from marihuana due to the use of butane, a highly flammable solvent.

A question and answer period followed the presentation.

PLANNING SESSION

The topic for the next Intergovernmental Meeting will be a discussion of the contamination in Oscoda Township and their relationship with the State and Federal Government.

The Alpena Intergovernmental Council will meet again on February 1, 2018, at 7:00 p.m., hosted by Maple Ridge Township.

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Council adjourned at 9:00 p.m.

MATTHEW J. WALIGORA
MAYOR

ATTEST:

Karen Hebert
City Clerk

COUNCIL PROCEEDINGS

October 16, 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, Johnson, Sexton, and Nielsen.

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

MINUTES

The minutes of the regular session of October 2, 2017, were approved as printed.

CONSENT AGENDA

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

1. Bills Allowed – in the Amount of \$893,123.43 be Allowed and the Mayor and City Clerk Authorized to Sign Warrant in Payment of Same.
2. Five City Council Reappointments to the Zoning Board of Appeals for a Three-Year Term Expiring on October 1, 2020, (Elwood Anderson, Dennis Bray, Cary Keller, Alan Guest, and Mike Lamble).
3. Approval to Use the Parking Lot on Carter Street (Holiday Inn Overflow Parking) on Saturday, November 4, 2017, from Noon to 10:00 p.m., for a Free Public Performance of Thunder Bay Theatre's Production of Hamlet.

Carried by unanimous vote.

CITY CLERK/TREASURER/FINANCE DIRECTOR

Moved by Councilmember Johnson, seconded by Councilmember Nowak, that Anna Soik be appointed City Clerk/Treasurer/Finance Director to fill the unexpired term of Karen Hebert, with a start date of October 31, 2017, at a salary of \$64,303.

Carried by unanimous vote.

ASSISTANT CITY CLERK/TREASURER/FINANCE DIRECTOR

Moved by Councilmember Johnson, seconded by Councilmember Nowak, that Karen Hebert be appointed Assistant City Clerk/Treasurer/Finance Director during the transition period at her current salary.

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 Finance Report of July 1, 2017, through September 30,

2017.

Carried by unanimous vote.

NORTH RIVERFRONT WALKWAY REPLACEMENT

The following sealed bids were received October 10, 2017, for the North Riverfront Walkway Replacement Project.

MacArthur Construction	\$244,130.40
Anlaan Corporation	\$383,580.80
King Company, Inc.	\$417,230.00

Moved by Councilmember Sexton, seconded by Councilmember Nowak, that the bid be awarded to MacArthur Construction, for the as bid price, plus the costs associated with the installation of sheet piling, for a total cost of approximately \$250,000.

Carried by unanimous vote.

BUDGET AMENDMENT – NORTH RIVERFRONT WALKWAY

Moved by Councilmember Sexton, seconded by Councilmember Johnson, that a budget amendment for \$257,920 from fund balance be approved to 1) appropriate \$7,896.09, for work done to secure the walkway after the initial failure, and 2) the balance to replace the North Riverfront Walkway.

Carried by unanimous vote.

CITY BUILDING OFFICIAL – CITY GOOSE CONTROL HUNT SUMMARY

The City Goose Control Hunt was held on September 8 and 15, 2017. The three areas in the City that were hunted were Mich-e-ke-wis Park, Besser Lake, and the County Fairgrounds. On September 8, a total of 33 geese were harvested, and on September 15, a total of 66 geese were harvested.

CLOSED SESSION

Moved by Councilmember Nowak, seconded by Councilmember Johnson, that the Municipal Council adjourn to a closed session at 7:28 p.m. to discuss Water and Sewer Litigation.

Carried by unanimous vote.

RECESS

The Municipal Council recessed at 7:28 p.m.

RECONVENE – CLOSED SESSION

The Municipal Council reconvened in closed session at 7:37 p.m.

RECONVENE – OPEN SESSION

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Municipal Council reconvened in open session at 7:59 p.m.

Carried by unanimous vote.

On motion of Councilmember Nowak, seconded by Councilmember Johnson, the Municipal Council adjourned at 7:59 p.m.

MATTHEW J. WALIGORA
MAYOR

ATTEST:

Karen Hebert
City Clerk

INVOICE REGISTER

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EXP CHECK RUN DATES 11/07/2017 - 11/07/2017

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6.A.

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
A M LEONARD INC	C117178151	SUPPLIES - CEMETERY	116.98
AFFINITY CHEMICAL LLC	2339210	ALUMINUM SULFATE - WATER	4,552.00
AIRGAS USA LLC	9068180214	VEH MAINT - DPW	99.12
AIRGAS USA LLC	9068180525	VEH MAINT - DPW	11.74
AIRGAS USA LLC	9068572007	SUPPLIES - PUBLIC WORKS	97.92
AIRGAS USA LLC	9068682388	SUPPLIES - AMB DISP	25.85
AIRGAS USA LLC	9068861892	VEH MAINT - DPW	79.74
AIRGAS USA LLC	9068861893	POWER WELDER - EQUIP	2,160.00
AIRGAS USA LLC	9068923670	SUPPLIES - AMB DISP	32.30
AIRGAS USA LLC	9069056061	VEH MAINT - DPW	99.12
AIRGAS USA LLC	9069056062	VEH MAINT - DPW	126.88
ALLEGRA ALPENA	142587	WEBSITE MAINT - SANCTUARY	65.00
ALLEGRA ALPENA	143018	ADVERTISING - VISITORS GUIDE	475.00
ALPENA AUTO ELECTRIC	56110	VEH MAINT - DPW	200.00
ALPENA DIESEL SERVICE	55004	SUPPLIES - FIRE/AMB	56.48
ALPENA DIESEL SERVICE	55040	VEH MAINT #56	192.37
ALPENA FIRE EQUIPMENT SALES & SVC	44890	SUPPLIES - FIRE	218.40
ALPENA GLASS CO INC	388118	TRAILER WINDOW REPLACEMENT	380.00
ALPENA MARKETPLACE PRODUCTIONS	100 10/17	TAPING FEES - COUNCIL MTG	450.00
ALPENA POWER COMPANY	101017	ELECTRIC - DDA	80.49
ALPENA POWER COMPANY	110717	ELECTRIC	9,189.27
ALPENA PUBLIC SCHOOLS	102417	SCHOOL LIAISON OFFICER - POLICE	4,504.62
ALPENA SPORTSMENS CLUB	100117	2017-18 RANGE FEES - POLICE	350.00
ALPENA SUPPLY CO	S100022795.001	BRIDGE MAINT - MAJ ST	111.77
ALPENA SUPPLY CO	S100023672.001	SUPPLIES - PARKS	19.74
ALPENA SUPPLY CO	S100024051.001	MAINT - CEMETERY	13.14
ALPENA SUPPLY CO	S100024829.001	MAINT - LIGHTS	28.37
ALPENA SUPPLY CO	S100025141.001	MAINT - CEMETERY	(101.04)
ALPENA SUPPLY CO	S100025143.001	MAINT - CEMETERY	(62.75)
ALPENA SUPPLY CO	S100025372.001	BRIDGE MAINT - MAJ ST	14.47
ALPENA SUPPLY CO	S100025646.001	MAINT - LIGHTS	30.80
ALPENA SUPPLY CO	S100026118.001	SUPPLIES - PUBLIC WORKS	10.09
ALPENA SUPPLY CO	S100026259.001	MAINT - CEMETERY	164.53
ALPENA SUPPLY CO	S100026538.001	VEH MAINT #45	14.97
ALPENA SUPPLY CO	S100026622.001	MAINT - LIGHTS	74.99
ALPENA SUPPLY CO	S100027957.001	CHEMICALS - SEWAGE	949.76
ALPENA SUPPLY CO	S100028023.001	SUPPLIES - ENGINEER	15.69
ALPENA SUPPLY CO	S100027963.001	CHEMICALS - SEWAGE	(132.00)
ALPENA SUPPLY CO	S100027371.001	REPL WATER MAIN - CAMPBELL ST	36.70
ALPENA WILBERT BURIAL VAULT COMPANY	071617	MAINT - CEMETERY	860.00
APEX	110717	POLLING PLACE FEE 11/07/17	100.00
ARROW INTERNATIONAL INC	95185196	SUPPLIES - AMB DISP	2,007.65
AS YOU WISH GOURMET EATERY	103117	CHOWDER/CHILI COOK-OFF - DDA	225.00
BC & S SERVICES	180321	STENCILING - PARKS	50.00
BC/BS OF MICHIGAN	64088 11/17	PREMIUM/HEALTH 11/17	49,520.32
BEDROCK CONTRACTING &	2017-05	2017 CITY CONCR PROG	3,735.07
BOUND TREE MEDICAL LLC	82644183	SUPPLIES - AMB DISP	131.05
BOUND TREE MEDICAL LLC	82644184	SUPPLIES - AMB	206.92
BOUND TREE MEDICAL LLC	82645699	SUPPLIES - AMB DISP	104.69
BOUND TREE MEDICAL LLC	82654430	SUPPLIES - AMB DISP	43.96
BOUND TREE MEDICAL LLC	82655845	SUPPLIES - AMB DISP	76.74
BOUND TREE MEDICAL LLC	82655846	SUPPLIES - AMB DISP	122.09
BOUND TREE MEDICAL LLC	82658754	SUPPLIES - AMB DISP	1,242.64
BOUND TREE MEDICAL LLC	82660278	SUPPLIES - AMB DISP	206.76
BOUND TREE MEDICAL LLC	82668302	SUPPLIES - AMB DISP	376.58
BREATHING AIR SYSTEMS	1060203-IN	SUPPLIES - FIRE	27.46
BROERS OF ALPENA	102617	PERMIT REFUND - BLDG	78.00
BRUCE TILLINGER	103117	MECHANICAL INSP SVCS 10/17	3,025.00
BRUCE TILLINGER	103117A	PLUMBING INSP SVCS 10/17	866.00
CECH CORPORATION	52783-01	CHLORINE FLOOR SCALE - WATER	1,650.00
CHARTER COMMUNICATIONS	0591 11/17	FAX LINE - CITY HALL	79.98
CHARTER COMMUNICATIONS	5434 11/17	FAX LINE - PUBLIC SAFETY	10.00
CHARTER COMMUNICATIONS	7316 11/17	FAX LINE - PUBLIC WORKS	79.98
CHRISTOPHER MORRISON	102317	TRAVEL EXPENSE - AMB	37.29
CHRISTOPHER STEPHENS	091117	TRAVEL EXPENSE - AMB	15.00
CITY OF ALPENA	1271-001 1017	SEW/WATER - MICH-E-KE-WIS	556.74
CITY OF ALPENA	4397-001 1017	SEW/WATER - CEMETERY	248.94
CITY OF ALPENA	4398-001 1017	SEW/WATER - CEMETERY	69.42
CITY OF ALPENA	4528-001 1017	SEW/WATER - PUBLIC SAFETY	2,550.96
CITY OF ALPENA	4709-001 1017	SEW/WATER - CEMETERY IRR	1,701.86
CITY OF ALPENA	6656-001 1017	SEW/WATER - PSF ANNEX	35.76
CITY OF ALPENA	8110-001 1017	SEW/WATER - STARLITE PROM	541.14

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VENDOR	INVOICE #	DESCRIPTION	AMOUNT
CITY OF ALPENA	8111-001 1017	SEW/WATER - STARLITE PROM	1,519.96
CONTROL SOLUTIONS INC	5101	WTP BOILER REPLACEMENT	275.00
DAVE SCHULTZ CONSTRUCTION AND	101117	BLDG MAINT - FIRE/AMB	625.00
DEAN ARBOUR FORD LINCOLN MERCURY	23218	VEH MAINT - DPW	19.08
DEAN RIVARD	083017	TRAVEL EXPENSE - AMB	176.29
DEARBORN NATIONAL	EAB1000041-1 11/17	PREMIUM-LIFE 11/17	735.82
DEARBORN NATIONAL	EAB1000041-1 11/17	PREMIUM-DISABILITY 11/17	927.88
DELTA DENTAL PLAN OF MICHIGAN	0577 11/17	PREMIUM-DENTAL 11/17	5,891.07
DONALD H GILMET	103117	MILEAGE 10/17	174.41
DORNBOS SIGN & SAFETY INC	INV35476	SIGNS - SANCTUARY	240.19
DORNBOS SIGN & SAFETY INC	INV35688	SUPPLIES - PUBLIC WORKS	83.60
DORNBOS SIGN & SAFETY INC	INV35809	SUPPLIES - BOAT HARBOR	111.14
DTE ENERGY	101017	GAS - DDA	34.40
EAGLE ENGINEERING & SUPPLY CO	49293	MAINT - LIGHTS	302.40
EAGLE ENGINEERING & SUPPLY CO	49296	MAINT - LIGHTS	804.72
EAGLE ENGINEERING & SUPPLY CO	49299	MAINT - LIGHTS	225.00
EAGLE ENGINEERING & SUPPLY CO	49308	MAINT - LIGHTS	224.00
EAGLE SUPPLY CO	104919	SUPPLIES - PUBLIC WORKS	42.00
EJ USA	110170097035	MAINT - WATER	276.75
ETNA SUPPLY	S102391660.001	MAINT - WATER	551.00
ETNA SUPPLY	S102395216.001	MAINT - WATER	1,716.00
EVERETT GOODRICH TRUCKING & ASPHALT	2016 RESURF-02	2016 RESURFACING	1,000.00
EVERETT GOODRICH TRUCKING & ASPHALT	2017-07	2017 RESURFACING	4,763.87
FAMILY ENTERPRISE EMBROIDERY	54484	UNIFORMS - FIRE/AMB	27.00
FAMILY ENTERPRISE EMBROIDERY	54508	CHOWDER COOZIES - DDA	184.91
FASTENAL COMPANY	MIALP147245	VEH MAINT - DPW	86.09
FASTENAL COMPANY	MIALP147388	MAINT - WATER	11.68
FASTENAL COMPANY	MIALP147604	SUPPLIES - PUBLIC WORKS	81.75
FASTENAL COMPANY	MIALP147615	VEH MAINT - DPW	25.03
FEDERAL EXPRESS	5-967-68870	SHIPPING FEES	44.69
FIRST UNITED METHODIST CHURCH	110717	POLLING PLACE FEE 11/07/17	200.00
FRANCIS ROSINSKI	103117	ELECTRICAL INSP SVCS 10/17	1,865.00
FREESE HYDRAULICS & EQUIP REPAIR	31898	VEH MAINT #64	72.79
FREESE HYDRAULICS & EQUIP REPAIR	31922	VEH MAINT #64	51.85
GARANTS OFFICE SUPPLIES & PRINTING	65427	SUPPLIES - POLICE	412.00
GARANTS OFFICE SUPPLIES & PRINTING	65499	VEH MAINT - DPW	9.00
GARANTS OFFICE SUPPLIES & PRINTING	65510	SUPPLIES - FIRE/AMB	412.00
GARANTS OFFICE SUPPLIES & PRINTING	65523	SUPPLIES - FIRE/AMB	95.00
GEORGIES TOWING & WRECKER SVC	116207	VEH MAINT - AMB	75.00
GRAND TRAVERSE	48445	RADIO MAINT - FIRE	12.70
GREAT LAKES FIRE & SAFETY EQUIPMENT	5923	SUPPLIES/EXT MAINT - FIRE	174.90
GRETCHEN KRUSE	100417	TRAVEL ADVANCE - PUBLIC SAFETY	30.00
HAROLD KNOPP	101717	TRAVEL EXPENSE - AMB	30.00
HAROLD KNOPP	102817	TRAVEL EXPENSE - AMB	13.16
HELPNET EAP	15480	EMP ASST PROGRAM 10-12/17	623.31
HOLLAND SUPPLY INC	102430	SUPPLIES - CEMETERY	352.15
HOME DEPOT CREDIT SERVICES	5064394	SUPPLIES - BOAT HARBOR	15.71
HOME DEPOT CREDIT SERVICES	64640	SUPP/BLDG MAINT - FIRE/AMB	60.04
HOME DEPOT CREDIT SERVICES	9110997	SUPPLIES - DPW/PKS	99.40
HOME DEPOT CREDIT SERVICES	3023906	VEH MAINT - ECHO 6	65.34
HURON DISTRIBUTORS	493194	CHOWDER EXPENSE - DDA	251.20
INK AND TONER ALTERNATIVE	16-2463	SUPPLIES - IT	294.94
INK AND TONER ALTERNATIVE	16-2572	SUPPLIES - IT	407.99
INK AND TONER ALTERNATIVE	16-2817	SUPPLIES - IT	759.95
INNOVYZE	09381AM-2017	GIS UTILITY SOFTWARE	3,300.00
INTERNATIONAL CODE COUNCIL INC	1000824997	SUPPLIES - BLDG	139.00
JOHN BRODZIAK	110117	WORK APPAREL ALLOW - PW	19.08
JOHN E. REID AND ASSOCIATES INC	178808	TRAINING REG - POLICE	1,725.00
JOHN NYE	101617	WORK APPAREL ALLOW - PKS	127.19
KATHY HIMES	103117	TRAVEL EXPENSE - MGR	6.00
KCI	102017	POSTAGE - TAX BILLS	1,841.94
KEVIN PETERSON	103117	CHOWDER/CHILI COOK-OFF - DDA	300.00
LAKESHORE PLUMBING, HEATING &	102517	BOILER REPLACEMENT - CITY HALL	28,453.50
LARRY SANDERSON	330295	BIKE RACK STORAGE - DDA	180.00
LEFAVE PHARMACY INC	101317	SUPPLIES - AMB DISP	30.68
LUCILLE BRAY	110117	FSA MEDICAL REIMB 07-09/17	239.39
MACARTHUR CONSTRUCTION INC	2016-07	SEW/WATER MAINS - JOHNSON ST BY/SECO	5,091.10
MACARTHUR CONSTRUCTION INC	2016-07A	WATER MAINS - SECOND/THIRD AVE	15,193.92
MACARTHUR CONSTRUCTION INC	2017-07	SEW/WATER MAINS - POTTER/LINCOLN	117,135.49
MCDONALD AUTO SUPPLY INC	860817	SUPPLIES - FIRE	15.86
MHR BILLING	3026	BILLING 09/17 - AMBULANCE	5,926.84
MICHAEL SANDERS	091117	TRAVEL EXPENSE - AMB	115.37

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EXP CHECK RUN DATES 11/07/2017 - 11/07/2017

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VENDOR	INVOICE #	DESCRIPTION	AMOUNT
MICHAEL TOROK	102717	TRAVEL EXPENSE - AMB	55.65
MICHIGAN CREDIT SERVICES	17791	SUBSCRIPTION - MANAGER	300.00
MICHIGAN PIPE & VALVE	T81696	STORES - PIPE	1,508.50
MID MICHIGAN MEDICAL CENTER-ALPENA	M000421054	BLOOD DRAW - POLICE	40.00
MILLER OFFICE MACHINES	AR1143	SUPPLIES - IT	124.00
MUFFLER MAN OF ALPENA	2609	VEH MAINT - CAR 1	109.18
MY COMMUNITY MOBILE	INV-1001	CITY APP SUPPORT 02-09/17	693.00
NETWORKFLEET INC	1192950	GPS TRACKING SYSTEM - AMB	73.85
NOVELTY LIGHTS.COM	SI-11674576	CHRISTMAS DECORATIONS - PW	210.00
OMEGA ELECTRIC & SIGN CO INC	9762	VEH MAINT - AMB	472.00
ONLINE STORES INC	05560994002	SUPPLIES - CEMETERY	904.03
PADDI LACROSS	110117	FSA MEDICAL REIMB 07-09/17	74.43
PHILLIPS EXPERT TREE & LANDSCAPE	102417	MAINT - CEMETERY	3,797.00
PLOWMANS COLLISION	102417	VEH MAINT - AMB	302.34
PLS PRINTING SERVICES LLC	49218	SUPPLIES - CLERK/TREAS	119.00
PRATTSCAPE LLC	101717	MASON ST TREE REPL - LOC ST	1,800.00
PRIORITY ONE EMERGENCY	70034296	UNIFORMS - FIRE/AMB	592.90
PRIORITY ONE EMERGENCY	70034329	UNIFORMS - FIRE/AMB	91.99
PRIORITY ONE EMERGENCY	70034517	UNIFORMS - FIRE/AMB	92.98
PRIORITY ONE EMERGENCY	70034612	UNIFORMS - FIRE/AMB	75.00
PRIORITY ONE EMERGENCY	70034613	UNIFORMS - FIRE/AMB	143.98
PRIORITY ONE EMERGENCY	70034922	UNIFORMS - POLICE	34.93
PROPANE PLUS INC	097867	PROPANE - CEMETERY	180.59
PSYBUS	16800	EMP EVALUATION - CLERK/TREAS	1,200.00
PVS TECHNOLOGIES INC	230420	FERROUS CHLORIDE - SEWER	2,592.30
RAPID RESULTS	6264	DRUG SCREEN - CLERK/TREAS	30.00
ROBERT EDMONDS	101817	TRAVEL EXPENSE - AMB	79.66
SERVPRO OF ALPENA 9555	5129603	CLEANING - SEWER	2,329.91
SEVAN K INC	303 09/17	VEH MAINT - POLICE	7.00
SEVAN K INC	313 09/17	VEH MAINT - POLICE	128.25
ST ANNE CATHOLIC CHURCH	110717	POLLING PLACE FEE 11/07/17	200.00
STAPLES BUSINESS ADVANTAGE	8046831927	SUPPLIES - CITY HALL	190.48
STATE OF MICHIGAN	103117	SALES TAX DUE - DDA	52.80
STRALEY ENTERPRISES INC	103117	FACADE IMPROVEMENT - DDA	5,000.00
STRALEY LAMP & KRAENZLEIN PC	26770	MONTHLY FEE 08-09/17	6,935.00
SUPERIOR IMAGE CLEANING	110117	CLEANING-CH/PSF/PW/PKS/TRLHD/BH/BRIDC	3,709.83
TELE-RAD INC	880608	RADIO MAINT - POLICE	(505.50)
TELE-RAD INC	882149	RADIO MAINT - POLICE	1,170.00
TERRY ZUCHOWSKI	103117	CHOWDER/CHILI COOK-OFF - DDA	50.00
TETRA TECH INC	51233064	SECOND AVE BRIDGE PM CONSTR INSP	2,792.50
THUNDER BAY WINERY	1146	CHOWDER EXPENSE - DDA	201.60
TOTAL FIRE PROTECTION INC	39319	MAINT - PUBLIC WORKS	300.00
TRUGREEN PROCESSING CENTER	75009968	MAINT - CEMETERY	36.05
ULINE	91593318	SUPPLIES - POLICE	119.26
WAL-MART	008333	SUPPLIES - FIRE/AMB	137.32
WEINKAUF PLUMBING & HEATING INC	81695	MAINT - CITY HALL	101.45
WEINKAUF PLUMBING & HEATING INC	2017-02	WTP BOILER REPLACEMENT	52,987.88
WITMER PUBLIC SAFETY GROUP	1810165	SUPPLIES - FIRE	51.98
YOUNG GRAHAM & WENDLING PC	20524	WATER RATE NEGOTIATIONS	12,602.00
ZANE KIPFMILLER	103117	CHOWDER/CHILI COOK-OFF - DDA	200.00

Total: 407,235.15

CHECKS RAN ON 10/25/17 IN ORDER TO AVOID LATE CHARGES
(BREAKDOWN OF INVOICES PAID ATTACHED)

16,646.53

TOTAL FOR 11/6/17 COUNCIL MEETING

422,881.68

INVOICE REGISTER

Page: 1/1

EXP CHECK RUN DATES 10/25/2017 - 10/25/2017

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
ALPENA POWER COMPANY	102517	ELECTRIC	11,250.21
DTE ENERGY	102517	GAS	2,733.34
FRONTIER	2793 10/17	TELEPHONE - POL/FIRE/AMB	103.01
VERIZON WIRELESS	9794319633	TELEPHONE	976.84
VERIZON WIRELESS	9794237492	TELEPHONE	583.13
Total:			15,646.53

11/6/2017

	NAME	BOARD	TERM	New Ex. Date	APPT AUTH
REAPPOINT	Clayton VanWagoner	Planning Commission	3	11/1/2020	Mayor
REAPPOINT	Wayne Lewis	Planning Commission	3	11/1/2020	Mayor
REAPPOINT	Blake Austin	Planning Commission	3	11/1/2020	Mayor

Hebert, Karen

From: Johnson, Cindy
Sent: Wednesday, November 01, 2017 2:26 PM
To: Hebert, Karen
Subject: HHS

Karen,

The Huron Humane Society is hosting a downtown apartment tour, Home for the Howliday. It is a fundraiser that includes the participation of many business who will offer discounts, promotional item and put out donation jars to help us attract people to the DDA. The apartments will be decked out for the howlidays by local businesses, the MP, Prattscape, As you Wish to name a few. We are featuring 2 apartments on N Second, 1 on Water Street, 1 on Washington and Second and 1 on north of the bridge along with the Bella Rose Yoga Studio. The event will be from 4-8 on November 25th and is sponsored by WATZ.

The event will end at Fletcher Street Depot. For a donation people can tour the Depot which will be decorated for the Holiday and we will hold our live raffle. So even if people don't participate in the tour they can still enjoy part of the evening supporting HHS.

Our hope is to provide a trolley to move people through the DDA so people can park their cars and ride the trolley to shop, eat or tour the apartments. I will talk with TBTA this week.

We would like to hang a banner at Culligan Plaza and by the hospital.

If all works out we will have carolers and perhaps singing in Culligan Plaza. If its cold we may pull these people into apartments or stores.

We are checking with various groups (AHS Football Team and Honors Society) to see if they will shovel the sidewalks by the apartments if it snows.

HHS carries insurance for all of our events and we have contacted the building owners to make sure they are fine with people entering their buildings. Everyone is on board.

No street closures are required.

Thanks,
Cindy Johnson
Huron Humane Society Board Member

BUDGET AMENDMENT REQUEST

FUND: General

DEPARTMENT: Transfer from Police Department to IT

PROJECT: Purchase of Police In-Car Video System and Supporting Software/Training

Account No.	Account Description	Current Budget	Proposed Increase or (Decrease)	Proposed Budget
101-301 972-002	Capital - Vehicles	\$58,465	(\$5,245)	\$53,220 ✓
101-228 983-002	Capital - Office - Equipment	\$4,000 3900	\$5,245	\$9,245 9145

Justification for Budget Amendment

\$4,000 was originally budgeted for replacement in-car video system, but Police Department is transitioning to a different system.

Cost of project includes hardware, required software, set-up and training.

Expenses will be eventually be offset by grants funds from the USDA (40% of total project)

Michigan Uniform Accounting and Budget Act:

** Requires budget amendments before any expenditures exceed the budget.

** The City Manager and City Clerk/Treasurer/Finance Director are authorized by the Municipal Council to make budgetary transfers within the departments established through this budget. All transfers between departments or funds or from fund balance may be made only by further action of the Municipal Council.

Department Head

Date

Clerk/Treasurer

Date

City Manager

Date

City Council

Date

Memorandum



Date: November 1, 2017

To: Mayor Matt Waligora and City Council

Copy: Greg Sundin, City Manager

From: Adam Poll, Planning and Development Director

Subject: Community Engagement Statement

For the last couple years, the City of Alpena has been engaged in the MEDC's Redevelopment Ready Communities (RRC) program. This program is an effort for participating communities to have consistent standards in place that are assessable and easy to find and allow potential developers easy access to the information that they need to make informed decisions. To that end, there are a number of plans and processes that the City is required to have in place to become RRC Certified. Many of these plans were items the City of Alpena have already been completing, such as having an updated Zoning Ordinance, Comprehensive Plan, and CIP.

One plan required by the RRC program is a public participation plan or Community Engagement Statement. This is a central document that allows anyone to see the efforts and various tools that the City of Alpena utilizes for public outreach. While the City of Alpena has always made efforts to engage the community as much as possible and include the public in the decision making process, a centralized document describing these efforts has never existed. By having these methods of engagement in one location, both public and City staff can better evaluate the current methods used and potential methods of engagement that could be used in the future.

The included plan outlines the objectives of community engagement, the regulations the City has to follow, the key stake holders, the various review bodies within the City, the methods of community participation, and how the City communicates the results of that participation.

The Community Engagement Statement was approved by the Planning Commission at their October meeting and now staff would request that the City Council approves the Community Engagement Statement.



City of Alpena

Community Engagement Statement

September 25, 2017

Objectives:

The City of Alpena will continue to involve the entire community as “key stakeholders” in the future development of our City.

- The City of Alpena evaluates each project on an individual basis to determine project scope, stakeholders, project limitations, approving body, points of community impact during the decision making process, internal and external resources, and level of appropriate community involvement.
- The City of Alpena makes information available in a timely manner to enable interested parties to be involved in decisions at various stages of the review and approval process.
- The City of Alpena engages citizens in a transparent manner, making information easy to access for all interested members of the community.
- The City of Alpena seeks public participation for matters involving future development of the City, such as the Comprehensive Plan and Zoning Ordinance update process.
- The City of Alpena seeks creative ways to involve a diverse set of community stakeholders in planning, land use, and development decisions.
- The City of Alpena uses comments and information received from interested members of the community to make decisions regarding planning, land use, and future development.
- The City of Alpena tracks and analyses the results of all public participation to the extent feasible and provide summaries back to the public.

State and Local Regulations:

- Alpena City Charter
- Alpena City Code of Ordinances
- Alpena City Zoning Ordinance
- Michigan Open meets Act (PA 267 of 1976)
- Michigan Planning Enabling Act (PA 33 of 2008)
- Home Rule City Act (PA 279 of 1909)
- Brownfield Redevelopment Financing Act (PA 381 of 1996)
- Downtown Development Authority Act (PA 197 of 1975)
- Other applicable local, state, and federal regulation

Key Stakeholders in the City of Alpena

In the City of Alpena, each project will be evaluated on an individual basis to ensure inclusion for all stakeholders in the community. Each will vary according to the project being reviewed. Possible key stakeholders include, but are not limited to:

- Alpena City Council
- Local residents
- Neighboring jurisdictions and neighborhood groups
- Emergency personnel
- Target Alpena Development Corporation
- Alpena Area Chamber of Commerce
- Convention and Visitors Bureau
- Commercial business owners and their employees
- Mid-Michigan Medical Center
- Industrial facilities located in the City
- Neighborhood groups
- Real Estate Professionals
- City Boards and Commissions
- Churches
- Schools
- Municipal Employees
- Michigan Department of Transportation
- Senior groups
- Community visitors and tourists
- Utility providers

Process of Development

There are various times in the planning process when the City Council, Planning Commission, and/or the Zoning Board of Appeals request public input. These processes include public hearings for rezoning of land, development of the Zoning Ordinance, the Comprehensive Plan, requested variances, and Special Land Uses. The flow chart in Appendix 1 outlines the various steps for these processes.

Development Review Bodies

The City of Alpena encourages citizen participation in local government planning and policy decisions. All residents are invited to apply for appointments to City boards and commissions. Vacant positions are advertised on the City's Website at

<http://www.alpena.mi.us/human%20resource/board%20app%20form%202010.pdf>.

City Council

Alpena's City Council is composed of 5 members. The mayor, and 4 at-large Council members. All City Council positions are voted on by the citizens of Alpena. For many processes (excluding site plan review and variances) Council is the final approving body.

Planning Commission

The Planning Commission is a nine member body. All members are appointed by the Mayor and Council for 3 year terms. Planning Commissioners deal with development issue in the City such as rezoning, special land uses, and site plans. Often times, they are the recommending body to City Council. They are responsible for writing the Zoning Ordinance and updating the Comprehensive Plan.

Zoning Board of Appeals

The Zoning Board of Appeals has 7 members. Each member is appointed by the mayor for a 3 year term. When a resident of the City cannot meet the zoning ordinance requirements, an application for a variance is filed with this body.

There are many other boards and committee's throughout the City. Agendas and dates/times of the meetings and meeting minutes can be found in the government tab of the City's website at www.alpena.mi.us.

Open Meetings

All meetings of the City Council, and its various boards and commissions, shall be open to the public in accordance with the "Open Meetings Act," PA 267 of 1976 as amended, except closed session meetings as provided for in the Act. Public notices for these meetings are printed in the paper and posted at City Hall (as required by the Act). The following processes require that neighbors within 300 feet of a property are personally notified:

- Rezoning of property
- Special Land Use
- Variance requests

Statutes require these processes be noticed in a newspaper of general distribution in the City (The Alpena News) as well as mailed to neighbors within 300 feet at least 15 days prior to the meeting. All meetings are held in a facility accessible to persons with disabilities, and the City will provide reasonable accommodations or services if a request is made to the City Manager's Office.

Interested persons are encouraged to contact the City Clerk or to check the City's website at: www.alpena.mi.us in order to be kept informed of any meeting schedule, agendas, variations, or location changes. Meeting agendas and/or packets are available on the City's website in advance of the meeting.

Methods of Community Participation

Each project's initial evaluation will determine the necessary level of involvement for the project. The following are methods that may be used to reach appropriate level of public participation when taking action on land use or development applications or projects. The City of Alpena will always attempt to use more than one tool or method, depending on the specific project and target audience. This list is flexible and can change based on each project's needs and circumstance.

Inform- Provide information and assist public understanding

- **Website:** www.alpena.mi.us announces meetings, posts packets and agendas, minutes and sometimes will contain pages or links for topics of major interest.
- **YouTube:** City Council meeting are recorded and placed for worldwide viewing on Youtube.
- **Announcements:** Announcements during meetings of the City Council, Planning Commission, and other boards and commissions.
- **Printed Postings:** Available for viewing at the City Hall lobby board.
- **Press Releases and media:** At various times, the City will issue press releases and information for articles to various media outlets. (Including WBKB TV, TrueNorth Radio, WATZ Radio, and The Alpena News.)
- **Email or Postal Mail:** Interested parties may request to the City Clerk that they be notified personally of meetings/topics for discussion and postal mailings to neighbors within 300 feet, according to statute.

Consult- Obtain public feedback

- **Surveys:** Utilizing online and paper surveys allows for the collection of large amounts of data and opinions from the public.
- **Public Hearings:** Public attendance at meetings is strongly supported and allows for an appropriate venue for public input.

Involve- Work directly with public throughout the process

- **Open houses:** In order to create two-way communication, the City will hold open house events for projects and initiatives as needed.
- **Community Workshops:** Issues that require community feedback can benefit from a noticed workshop.
- **Charrettes:** Multiple day design charrettes and information gathering sessions allow a larger group of people to participate in the community engagement activity.

Collaborate- partner with public in each aspect of decision making

- **Advisory Committees:** The City uses advisory committees for specialized aspects of our community to enhance collaboration between City staff and the public.
- **Focus Groups:** Bringing together stakeholders to discuss and brainstorm decision making options.

Communicating Results

The City of Alpena will publicly communicate all results of community input on planning and development issues. The City will utilize one or more of the “Inform” methods to relay results back to the public.

Updating the Community Engagement Plan

Like all documents, the City of Alpena understands that the Community Engagement Plan will need to be reviewed and updated on a routine basis. This plan will be updated as needed, at a minimum of every 5 years, in conjunction with the City's Comprehensive Plan. Updates to this plan will be drafted by staff, reviewed and recommended by Planning Commission, and approved by City Council. At least one public input session will be held during the process to gather input to generate new ideas.