

ALPENA CITY COUNCIL MEETING

December 05, 2022 – 6:00 p.m.

AGENDA

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

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

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

Access Code: 667-050-061

1. Call to Order.
2. Pledge of Allegiance.
3. Approval of and Proposed Modifications to the Agenda.
4. Approve Minutes – Regular Session of November 21, 2022.
5. Citizens Appearing Before Council on Agenda and Non-Agenda Items (Citizens Shall be Allowed a Maximum of Five (5) Minutes Each to Address Their Concerns. This is the Only Time During a Council Meeting that Citizens are Allowed to Address the Council).
6. Public Hearing.
Downtown Development Authority Boundary Expansion.
 1. Open Public Hearing.
 2. Report by Anne Gentry, Executive Director of the DDA.
 3. Open Public Comment.
 4. Request Written Comments Received by the City Clerk.
 5. Close Public Hearing.
 6. Council Discussion.
7. Consent Agenda.
 - A. Bills to be Allowed, in the Amount of \$1,190,064.19.
 - B. Approval of the Memorial Day, Fourth of July, and Christmas Parades Held Within the City Limits in 2023.
 - C. PA 152 Insurance Opt-Out Effective Calendar Year 2023.
 - D. Approval of Revisions to Council Policy Statement No. 21 – Guidelines for Poverty Exemption.
 - E. Adoption of Resolution No. 2022-19 Which is a Resolution to Establish a Policy Regarding the Accessibility of the Assessor's Office to Taxpayers.
 - F. Authorize Mayor Waligora to Sign the Supervisor's Warrant for the Winter 2022 Tax Roll.
 - G. Approval of the Marina Shop Lease Renewal with All Marine and Storage through December 31, 2023.
 - H. Approval of the 2023 Council Meeting Schedule.
8. Presentations.

City-Wide Pride Program – Kathy Himes, Human Resources Director.

9. Announcements.
10. Mayoral Proclamation.
11. Report of Officers.
 - A. Second Reading of Ordinance 22-482 Which Amends Chapter 62 – Personnel; Article III, Retirement System; Division I. Generally; Section 62-92 Retirement Allowance Options – Bill Pfeifer, City Attorney.
 - B. Culligan Plaza Renovation Community Survey Results – Rachel Smolinski, City Manager.
 - C. Government Finance Officers Association Certificate of Achievement – Rachel Smolinski, City Manager.
12. Communications and Petitions.
13. Unfinished Business.
14. New Business.
 - A. Dumpster Service Contract Renewal – Stephen Shultz, City Engineer.
 - B. Michigan Spark Grant Application – Stephen Shultz, City Engineer.
15. Adjourn to Closed Session to Discuss Pending Litigation for Currier LLC, dba Neighborhood Provisions.
16. Return to Open Session.
17. Adjourn.

A handwritten signature in black ink, reading "Rachel Smolinski". The signature is fluid and cursive, with a large initial "R" and a stylized "S".

Rachel Smolinski
City Manager

COUNCIL PROCEEDINGS

November 21, 2022

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

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

Absent: Councilmember Walchak.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

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

Motion carried 4-0, 1 absent.

MODIFICATION TO THE AGENDA

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Mitchell, to modify the agenda by removing 11B (Change year of Elections for Mayor and Councilmembers) to a later Council meeting when all members are present to make that decision.

Motion carried 4-0, 1 absent.

MINUTES

The minutes of the regular and closed sessions of November 7, 2022, were approved as printed.

CONSENT AGENDA

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

- A. Bills to be allowed, in the amount of \$337,235.28.
- B. Mayoral appointment of Chris Moses and Greg Sundin to the Planning Commission for a three-year term expiring on December 1, 2025.

Motion carried 4-0, 1 absent.

ORDINANCE 22-482

City Attorney Pfeifer delivered the first reading of Ordinance No. 22-482 which amends Chapter 62 – Personnel; Article III, Retirement System; Division I. Generally; Section 62-92 Retirement Allowance Options.

DPW UNIFORMS BID

On November 1, 2022, the City received and opened bids for the supply and delivery of uniforms for the Department of Public Works. Two (2) bids were received as follows:

Unifirst Corporation, Grayling, MI

Year	Blended Shirt/Cotton Pants	All Cotton Uniform
2023	\$10.89	\$12.43
2024	\$11.21	\$12.80
2025	\$11.55	\$13.19

Continental Linen Services, Alpena, MI

Year	Blended/Shirt/Cotton Pants	All Cotton Uniform
2023	\$5.30	\$5.70
2024	\$5.65	\$6.05
2025	\$6.00	\$6.40

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to award the three (3) year contract with the possibility of a three (3) year extension for

DPW uniforms to Continental Linen Service for the base bid prices.

Motion carried 4-0, 1 absent.

GRAVEL AGGREGATE CONTRACT RENEWAL

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Mitchell, to renew the gravel aggregate to Specification Stone Products for the requested unit prices or a one (1) year period ending December 31, 2023.

Motion carried 4-0, 1 absent.

PORTABLE TOILET RENTAL AND SERVICE CONTRACT RENEWAL

Moved by Councilmember Mitchell, seconded by Councilmember Nowak, to renew the portable toilet rental and service contract with Hall's Serv-All at the requested unit prices for a one (1) year period ending December 31, 2023.

Motion carried with votes as follows:

Ayes: Mitchell, Nowak, and Waligora.

Nays: Johnson.

Absent: Walchak.

RUGS FOR CITY FACILITIES CONTRACT RENEWAL

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to approve the contract renewal for rugs for City facilities to Continental Linen for the proposed prices.

Motion carried 4-0, 1 absent.

STUMP GRINDING CONTRACT RENEWAL

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to renew the contract extension for stump grinding with A-1 Tree service to expire on

December 31, 2023.

Motion carried 4-0, 1 absent.

ADJOURN

On motion of Councilmember Nowak, seconded by Mayor Pro Tem Johnson, the
Municipal Council adjourned at 6:32 p.m.

Matthew Waligora
Mayor

ATTEST:

Anna Soik
City Clerk



Alpena Downtown Development Authority (DDA)
124 E. Chisholm St. Alpena, MI 49707
www.downtownalpenami.com | 989-356-6422

DATE: December 1, 2022
TO: Mayor and City Council Members
COPY: Rachel Smolinski, City Manager
Anna Soik, City Clerk/ Treasurer/ Finance Director
FROM: Anne Gentry, Downtown Development Authority
RE: Public Hearing on Alpena Downtown Development Boundary Expansion & Amended and Restated Downtown Development and Tax Increment Financing Plan (TIF)

Since this public hearing was scheduled, the Downtown Development Authority (DDA) has handled the public notice requirements, which has included sending notification via mail to all property owners within the expanded district. We have encouraged property and business owners to submit written feedback or attend tonight's hearing to share their comments.

As you are aware, the DDA began this process in 2020 to evaluate our current boundaries and a possible expansion after hearing requests from property and business owners outside of our current district to include them in our district so they may benefit from our programming and grant opportunities only available to DDA properties. We appreciate your support with this process to expand our boundaries and update our Downtown Development and Tax Increment Financing Plan (TIF).

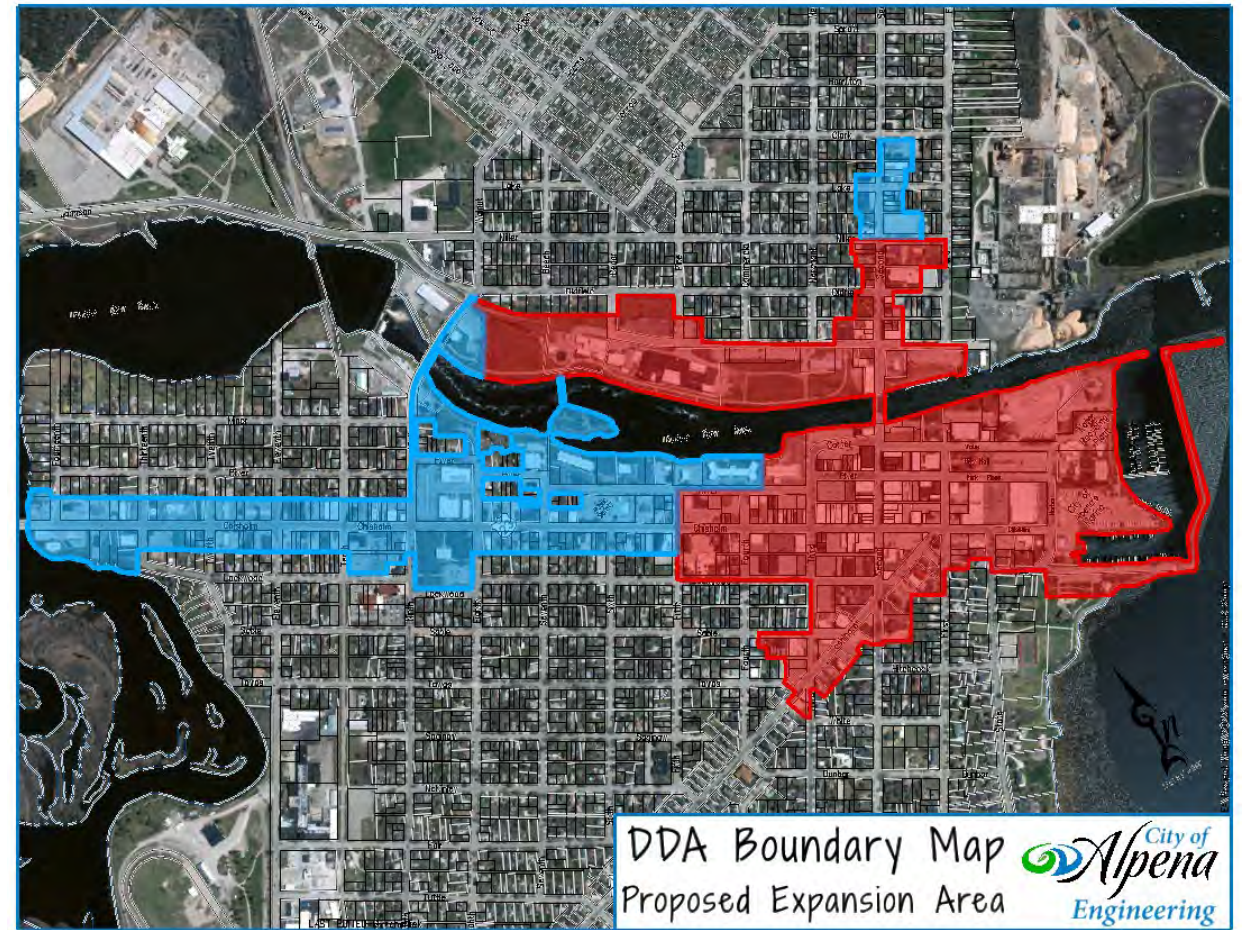
After tonight's hearing, City Council must wait at minimum 60 days before adopting an amended ordinance that would expand our boundaries and adopt the 2022 Amended & Restated Downtown Development and TIF Plan. At earliest, this would be on the agenda for a February 2023 Council Meeting. Between now and then, Alpena Community College and Alpena County, the two taxing jurisdictions who would also be affected, have the opportunity to opt out or agree to a different form of tax capture. We are hopeful that they will both be supportive of these efforts to improve our community and encourage positive economic growth.

We appreciate your consideration of the boundary expansion and the adoption of the new plan. We are proud of the positive growth we have seen (and helped facilitate) in our current district since the DDA was formed in 1980. We believe this expansion is critical to continuing our city's growth and will open up opportunities for property and business owners to benefit from grants, marketing, beautification, and other programs facilitated by the DDA.

A healthy downtown improves the entire community's quality of life. We appreciate your consideration and support throughout this process. I will be at the public hearing to give a brief presentation about the DDA and the expansion process.

A handwritten signature in black ink, appearing to read "Anne Gentry", written in a cursive style.

Anne Gentry
Executive Director



Alpena Downtown Development Authority

Boundary Expansion Hearing December 5, 2022



WHAT IS A DOWNTOWN DEVELOPMENT AUTHORITY?

- PA 197 of 1975 (now Act 57 of 2018)
- The mission of the DDA:
 - Correct and prevent deterioration within the established DDA district;
 - To encourage historic preservation;
 - To acquire and dispose of interests in real and personal property;
 - To create and implement development plans in the district;
 - To promote the economic growth of the district.

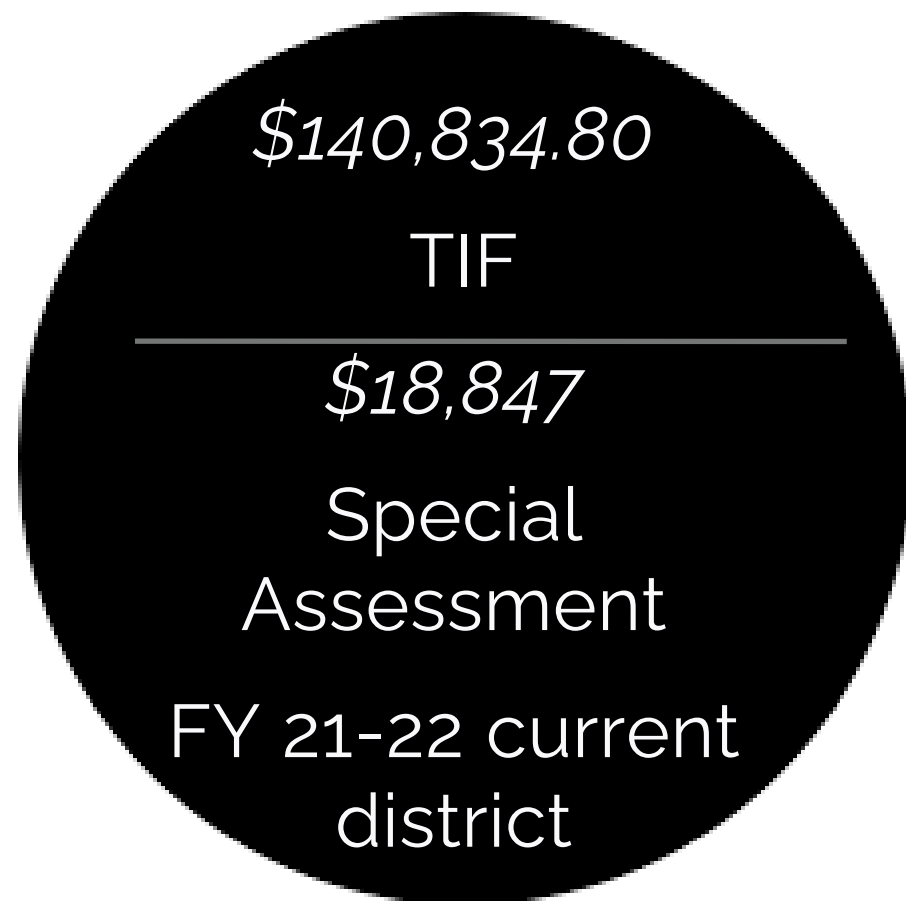


ALPENA DDA

- Formed in 1980 by the City
- Goal is to implement positive economic, physical, and aesthetic changes in Downtown Alpena.
- Boundaries have expanded in 1985, 1988, 1989 and 2004.
- Authority of the City of Alpena
- Governed by a volunteer Board of Directors appointed by Mayor or City Council
 - Majority must have financial interest in the district
 - One downtown resident and one citizen at large

FINANCES & FUNDING

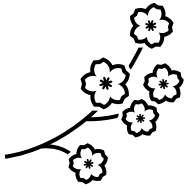
- Funding comes from two primary sources from property taxes on the downtown district:



- Tax Increment Financing (TIF), which finances projects and improvements according to our TIF plan
- A 1.98-millage assessment on downtown properties, which goes towards the DDA's operations

- Other revenue includes grants, event revenue, donations, parking citations, and parking permit rental.

PROJECTS + INVESTMENTS



Hanging flower baskets

Bike racks

Seasonal banners

Holiday greens in Culligan Plaza

Alleyway project



Shopping events (Witches Night Out, Sidewalk Sales, Holiday Open House)

Visit with Santa

Chili Chowder Cook-off

Downtown Social District

Alpena Ice Festival

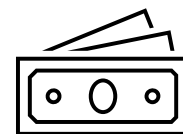


Marketing campaigns

Social media management

Downtown Alpena website & blog

Fresh Waves mural project



Business recruitment

Façade Grant program

Recruitment Grant program

Grant liaison + outreach

Match on Main grant program



PROCESS

- Request from business and property owners to be added to the district
- Boundary Expansion committee formed
- Contracted Beckett & Raeder in December 2021
- Mailing sent out to property owners in June 2022
- Removal of residential parcels along River St. + notification
- Public hearing date set
 - Property owners notified via mail + public notice
- Public hearing (December 5)
- Sixty days until ordinance can be adopted



WHY THESE AREAS?

- Key corridor coming into the City (Chisholm St)
- Need for continuous streetscape improvements
- Opportunity for redevelopment along Thunder Bay River
- Opportunity for in-fill development
- Concentration of key historic buildings on North Second Ave.
- Positive momentum from current district into other contiguous areas



SUPPORT OF EXPANSION

- Old Polish Corner (Brian Peterson)
- Smigelski Kielbasa
- Selena (owner of 700 N. Second Ave).
- Wolverine State Credit Union
- Players Pub (Ben Young)
- Edward Jones- Andrew Kowalski
- Franks Key & Lock (Phil Agius)
- Sports Page
- Dairy Queen
- Zolneirek Building (Brian Winter)
- Allegra Printing
- Muffler Man
- Clem's Bait & Tackle
- Star Staffing

BENEFITS FOR PROPERTY & BUSINESS OWNERS

- Access to DDA Façade Improvement Grants & Retail Recruitment Grants
- Increased property value
- Increased demand for commercial and residential units
- Beautification initiatives that make the area more walkable and enjoyable
- Access to Redevelopment Liquor Licenses
- Participation in DDA marketing and events
 - Fresh Waves project
 - Cooperative marketing (digital, radio, print)



GRANT OPPORTUNITIES

- Many grants through the Michigan Economic Development Corporation (MEDC) are only available to properties within a designated DDA district
 - Building renovation + historic preservation (CRP + CDBG programs)
 - Rental Rehab for addition of housing
- Match on Main grants for activation of underutilized space + business expansion
- DDA grant writing for projects and district improvements



\$3,808,125	Total MEDC grant investment in current DDA district over last 10 years
\$11,063,107	Total investment as a result of MEDC grant support in current DDA district over 10 years
\$61,605	Total DDA Façade Grants awarded to downtown properties in last 5 years
\$96,250	Total grants awarded written by DDA staff to support business expansion in the last year
40 second floor apartments added in the last 5 years	16 New business opened in 221



INVESTMENT IN NEW DISTRICT

- Short Term Projects
 - Committee + board involvement from stakeholders in new district
 - Outreach about grant opportunities (DDA + MEDC)
 - New lamppost banners
 - Opportunity to apply for a Fresh Waves mural
 - Access to DDA Façade Grant program
 - Inclusion in DDA Marketing efforts
 - Website, social media, cooperative marketing, blog features
 - Participation in events
- Long Term Vision
 - Cohesive flower planters + bike racks in new district
 - Updated lampposts + streetscaping
 - Addition of greenery: hanging flower baskets and trees
 - Encourage in-fill development + addition of housing

OPPORTUNITIES





Anne Gentry
anneg@alpena.mi.us
989-356-6422

www.downtownalpenami.com

INVOICE REGISTER

Page: 1/1

EXP CHECK RUN DATES 11/21/2022 - 11/21/2022

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
ALPENA POWER COMPANY	112122	ELECTRIC	8,779.71
BP	63213027	GAS/FUEL - FIRE/EMS/EQ	5,371.28
CITY OF ALPENA	1271-001 10/22	SEW/WATER - MICH-E-KE-WIS	497.82
CITY OF ALPENA	4397-001 10/22	SEW/WATER - CEMETERY	50.38
CITY OF ALPENA	4398-001 10/22	SEW/WATER - CEMETERY	132.70
CITY OF ALPENA	4528-001 10/22	SEW/WATER - PUBLIC SAFETY	2,814.66
CITY OF ALPENA	4709-001 10/22	SEW/WATER - CEMETERY IRR	1,928.17
CITY OF ALPENA	6656-001 10/22	SEW/WATER - PSF ANNEX	36.66
CITY OF ALPENA	8110-001 10/22	SEW/WATER - STARLITE PROM	598.26
CITY OF ALPENA	8111-002 10/22	SEW/WATER - STARLITE PROM	2,843.47
DTE ENERGY	112122	NATURAL GAS	8,629.70
NICOLET NATIONAL BANK	600001803 11/22	PROPERTY PURCHASE - DDA	1,317.81
VERIZON WIRELESS	9920195917	CELL PHONES	678.80
VERIZON WIRELESS	9920195918	CELL PHONES/IPADS	2,561.57
WEX BANK/SPEEDWAY	84849177	GAS/FUEL-POL/FIRE/EMS/EQ/VEOLIA	10,389.85
Total:			46,630.84

INVOICE REGISTER

Page: 1/2

EXP CHECK RUN DATES 12/06/2022 - 12/06/2022

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
AIRGAS USA LLC	9132310460	VEH MAINT - DPW	69.96
AIRGAS USA LLC	9132168850	SUPPLIES - EMS DISP	52.96
AIRGAS USA LLC	9992296262	SUPPLIES - EMS DISP	19.17
ALPENA DIESEL SERVICE	75243	VEH MAINT #38	122.53
ALPENA DIESEL SERVICE	75264	VEH MAINT #47	938.17
ALPENA DIESEL SERVICE	75299	VEH MAINT - EQ	56.22
ALPENA DIESEL SERVICE	75178	VEH MAINT - EQ	256.26
ALPENA DIESEL SERVICE	75172	VEH MAINT #57	180.03
ALPENA DIESEL SERVICE	75273	VEH MAINT #36	687.50
ALPENA DIESEL SERVICE	75281	VEH MAINT	11.32
ALPENA DIESEL SERVICE	75184	VEH MAINT - EQ	117.16
ALPENA DIESEL SERVICE	75351	VEH MAINT - EQ	440.34
ALPENA LAWN CARE & MAINTENANCE	5187	MOWING - CODE ENFORCEMENT	350.00
AMAZON CAPITAL SERVICES INC	1TJK-HTDW-9DMT	SUPPLIES - POLICE	64.96
AMAZON CAPITAL SERVICES INC	1GWM-QDRM-D3Q	UNIFORMS - POLICE	79.95
AMAZON CAPITAL SERVICES INC	11FH-HNDP-DVT7	SUPPLIES - POL/FIRE/EMS	57.76
AMAZON CAPITAL SERVICES INC	1XYT-HKGX-K9VG	BLDG MAINT - CH	65.80
AMAZON CAPITAL SERVICES INC	11H6-WH9Q-DM79	UNIFORMS - POL	140.77
AMAZON CAPITAL SERVICES INC	1L9V-WVML-FQFT	SUPPLIES - PUBLIC WORKS	31.96
AMAZON CAPITAL SERVICES INC	1XFW-FFNK-N4YH	SUPPLIES - PUBLIC WORKS	56.72
AMAZON CAPITAL SERVICES INC	1F71-G3X1-JYG3	SUPPLIES - PUBLIC WORKS	106.99
AMAZON CAPITAL SERVICES INC	1F7Y-3FJH-H9MG	UNIFORMS - FIRE/EMS	117.32
AMAZON CAPITAL SERVICES INC	1XQY-XHXH-CJY7	UNIFORMS - FIRE	293.97
BIT DIRECT INC	5031296	SUPPLIES - IT	1,879.60
BOUND TREE MEDICAL LLC	84751150	SUPPLIES - EMS DISP	647.71
BOUND TREE MEDICAL LLC	84762602	SUPPLIES - EMS DISP	1,565.91
BOUND TREE MEDICAL LLC	84754967	SUPPLIES - EMS DISP	135.98
BOUND TREE MEDICAL LLC	84754966	SUPPLIES - EMS DISP	29.99
BOUND TREE MEDICAL LLC	84753115	SUPPLIES - EMS DISP	31.90
CERTA SITE LLC	12502393	BLDG MAINT - FIRE/EMS	317.84
CHARTER COMMUNICATIONS	0161607112122	FAX LINE - PUBLIC SAFETY	39.99
CHARTER TOWNSHIP OF ALPENA	120622	REIMB GARAGE NATURAL GAS - FIRE/EMS	37.55
CMP DISTRIBUTORS INC	72953	SUPPLIES - POLICE	284.70
CONTROL SOLUTIONS INC	3417CW	MAINT - MARINA	561.26
CORE TECHNOLOGY CORPORATION	CORMN0000762	LEIN SUPPORT LICENSE	13,535.00
DECLAN HIGGINS	120622	WORK APPAREL ALLOW - CEM	120.81
EAGLE SUPPLY CO	123986	SUPPLIES - FIRE/EMS	52.70
EAGLE SUPPLY CO	124015	SUPPLIES - CITY HALL	72.40
ELECTION SOURCE	22-7198	ELECTION	2,551.00
ETNA SUPPLY	S104814467.001	MAINT - PUBLIC WORKS	380.00
FALLS CREEK PRODUCE AND FLOWERS	000255	GREENERY - DDA	1,404.00
FASTENAL COMPANY	MIALP195633	SUPPLIES - PUBLIC WORKS	164.47
FASTENAL COMPANY	MIALP195701	SUPPLIES - ECON DEV	3.85
GALLS LLC	022556438	UNIFORMS - FIRE/EMS	71.27
GILMET CONSTRUCTION SERVICES	113022	BUILDING/ZONING/CODE/PLANNING SVCS 11	2,500.00
GLITZ & GLAMOUR BRIDAL & GIFTS	120622	UNIFORMS - FIRE/EMS	5.00
GLITZ & GLAMOUR BRIDAL & GIFTS	112122	UNIFORMS - POLICE	30.00
GLITZ & GLAMOUR BRIDAL & GIFTS	1121222	UNIFORMS - POLICE	30.00
HALLS SERV-ALL	103122	RENTAL FEE - PARKS	2,127.75
HOME DEPOT CREDIT SERVICES	6511153	BLDG MAINT - CITY HALL	21.12
HOME DEPOT CREDIT SERVICES	3062624	SUPPLIES - FIRE/EMS	4.18
HOME DEPOT CREDIT SERVICES	62788	MAINT - FIRE/EMS	59.00
HOME DEPOT CREDIT SERVICES	9611591	MAINT - FIRE/EMS/CH	72.88
HOME DEPOT CREDIT SERVICES	2071284	SUPPLIES - FIRE/EMS	89.24
HOME DEPOT CREDIT SERVICES	1512242	SUPPLIES - FIRE/EMS	9.98
HOME DEPOT CREDIT SERVICES	6071574	MAINT - POLICE	104.86
HOME DEPOT CREDIT SERVICES	5071629	SUPPLIES - FIRE/EMS	39.94
HOME DEPOT CREDIT SERVICES	5111404	SUPPLIES - FIRE/EMS	(25.96)
HOME DEPOT CREDIT SERVICES	3013047	MAINT - POLICE	161.97
HOME DEPOT CREDIT SERVICES	3063712	SUPPLIES - CITY HALL	58.89
HOME DEPOT CREDIT SERVICES	5513451	SUPPLIES - POLICE	126.91
HURON ENGINEERING AND SURVEYING INC	5261	TOPO SURVEY - CARTER ST PARKING LOT	1,450.00
HURON ENGINEERING AND SURVEYING INC	5265	GRANT ASSISTANCE SVCS	1,650.00
INK AND TONER ALTERNATIVE	22-3502	SUPPLIES - IT	299.94
JOANN PILARSKI	113022	MATCH ON MAIN GRANT	25,000.00
JOHN NYE	120622	SAFETY SHOE/WORK APPAREL ALLOW - PK	350.00
LARRY SANDERSON	960440	BIKE RACK PICK-UP	132.00
LEFAVE PHARMACY INC	120622	SUPPLIES - EMS DISP	72.80
MHR BILLING SERVICES	4280	BILLING 10/22 - EMS	7,317.11
MI CHAPTER - IAAI	120622	2023 MEMBERSHIP DUES	25.00
MICH FIRE INSPECTORS SOCIETY	120622	2023 MEMBERSHIP DUES	30.00
MICHIGAN PIPE & VALVE	T023971	STORES - FERNCO/PIPES	533.00

INVOICE REGISTER

Page: 2/2

EXP CHECK RUN DATES 12/06/2022 - 12/06/2022

UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
MML WORKERS COMP FUND	6390206	WORKERS COMP - QTR PAYMENT	25,522.00
MY-LOR INC	4431	SUPPLIES - FIRE/EMS	212.10
NATIONAL FIRE PROTECTION ASSN	112122	RECERTIFICATION - FIRE/EMS	180.00
NATIONAL FIRE PROTECTION ASSN	1121222	RECERTIFICATION - FIRE/EMS	180.00
NYE UNIFORM COMPANY	831910	UNIFORMS - FIRE/EMS	30.80
NYE UNIFORM COMPANY	834378	UNIFORMS - POLICE	125.96
NYE UNIFORM COMPANY	832188	UNIFORMS - POLICE	146.46
PNC FINANCIAL SERVICES GROUP	111622	ANNUAL CITY RETIREMENT CONTRIBUTION	1,035,096.00
PRIORITY ONE EMERGENCY	70087914	UNIFORMS - FIRE/EMS	389.93
R & R FIRE TRUCK REPAIR	64136	VEH MAINT - FIRE EQ	548.00
RICK ROULEAU	120622	MILEAGE 10-11/22	82.94
STAPLES	3523432635	SUPPLIES - CH/CLERK/TREAS	584.15
STAPLES	3523432639	SUPPLIES - CLERK/TREAS	96.53
STAPLES	3523432642	SUPPLIES - CLERK/TREAS	7.98
STATE OF MICHIGAN	BLR474074	BOILER REPL - SECOND AVE BRIDGE	130.00
STERICYCLE INC	8002773389	SHRED CONTAINER RENT/SVC 10/22	98.53
STRALEY LAMP & KRAENZLEIN PC	36764	MONTHLY FEE 10/22	3,920.00
TERMINAL SUPPLY CO	88778-00	SUPPLIES - PUBLIC WORKS	60.82
TERRI COOK	112222	REIMB - FIRE/EMS	700.00
TIM HEPBURN	120622	WORK APPAREL ALLOW - PW	116.56
TIME TO SHINE TOUCHLESS CARWASH	4248	VEH MAINT - POLICE	320.00
TODD PLATT	120622	WORK APPAREL ALLOW - PW	317.89
TODD PLATT	629949	GENERATOR REPAIR - PUBLIC WORKS	2,400.00
WEINKAUF PLUMBING & HEATING INC	21231	MAINT - DDA	165.79
WEINKAUF PLUMBING & HEATING INC	21277	MAINT - PUBLIC SAFETY BLDG	135.00
WEST SHORE FIRE INC	28870	MAINT - FIRE	148.00
WITMER PUBLIC SAFETY GROUP	INV135858	UNIFORMS - FIRE/EMS	376.05
WOLVERINE POWER SYSTEMS	0240992-IN	BLDG MAINT - CITY HALL	860.50

Total: 1,143,433.35

CHECKS RAN ON 11/21/22 (BREAKDOWN OF INVOICES PAID ATTACHED) 46,630.84

TOTAL FOR 12/05/22 COUNCIL MEETING 1,190,064.19


Memorandum



Date: November 28, 2022

To: Mayor and City Council Members

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

From: Stephen J. Shultz, City Engineer 

Subject: 2023 Parades

Michigan Department of Transportation (MDOT), is requesting a Resolution from City Council for all parades that will be held within the City limits during the 2023 calendar year. Listed below are the parades for 2023:

Memorial Day Parade
Fourth of July Parade
Christmas Parade

Attachment

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc.)
of the _____ of _____
(Name of MUNICIPALITY) (County)
at a _____ meeting held on the _____ day
of _____ A.D. _____.

Signed _____

Title

Print Signed Name

Memorandum



Date: December 5, 2022

To: Mayor Matthew J. Waligora
Alpena City Council Members

From: Kathy Himes, Human Resources Director

RE: Opt-Out of PA 152 for 2023

With the continual changes in health insurance, and a high experience rating in 2021, the City was pleased with an annual average increase of 5.5% for 2023. This better-than-expected increase will allow the City to offer employees the same insurance plans as currently offered. Our goal is always to offer plans that adhere to budget restraints, but do not compromise employee benefits and the needs of the employees and their families.

As you are aware, per Public Act 152, each year the City must elect one option as outlined in the ACT. Those options include the City paying no more than 80% of the premium, capping the City contribution based on the coverage, or opting out of the act and create a cost share plan that works best for the City and employee.

When PA 152 became effective in 2011, the City phased in the minimum 20% employee contribution. It has now been several years in which employees have paid 20% of the monthly premium. However, the City has continued to opt out of PA 152 to allow the City to include a High-Deductible Plan, and contribute to employee's Health Saving Account (HSA). In addition, opting-out allows the City to offer a Flexible Savings Account (FSA) for employees electing a more traditional plan with fixed deductibles and co-insurance for select services.

For 2023, the employees will continue to pay 20% of the premium. There will still be two plans to choose from, an HMO 1500/3000 plan and an HMO HD 3000/6000 plan. The HSA and FSA will remain in place and the City will continue to contribute to these plans. The vast majority of employees also make regular contributions to their HSA plans, as this is a pre-tax benefit to them. It also allows our employees to prepare for the unexpected.

With the passage of PA 252 of 2014, City Council must still approve its intent to opt out annually, but it is no longer necessary to file the vote with the Department of Treasury. Under PA 152 the vote must pass by a 2/3 margin.

With the above information and intent to provide our employees with the best coverage, it is my recommendation to City Council to approve opting out of PA 152; keep the employee cost share for insurance coverage at 20% of the premium, and continue to contribute to the employees HSA or FSA plans.

Memorandum



To: Mayor Waligora and Municipal Council
From: Anna Soik, City Clerk/Treasurer/Finance Director *AS*
Date: November 28, 2022
Re: Changes to CPS 21 Guidelines for Poverty Exemption

Every year the City is required to update Council Policy Statement (CPS) 21 to be compliant with the federal poverty guidelines. All of the changes are in red.

It is my recommendation as Clerk/Treasurer/Finance Director to amend CPS 21 *Guidelines for Poverty Exemption* for calendar year 2023.

CITY OF ALPENA
COUNCIL POLICY STATEMENT

General Subject: Property Taxes	CPS No.	<u>21</u>
Specific Subject: Guidelines for Poverty Exemption	Date Issued:	<u>2-19-96</u>
	Effective Date:	<u>2-20-96</u>
	Revised Date:	<u>5-21-96</u>
	Amended:	<u>5-05-08</u>
	Amended:	<u>7-21-08</u>
	Amended:	<u>12-17-18</u>
	Amended:	<u>12-16-19</u>
	Amended:	<u>12-07-20</u>
	Amended:	<u>12-20-21</u>
	Amended:	<u>12-05-22</u>

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Copies to: City Council, City Manager, City Attorney, Department Heads, DDA, File

PURPOSE:

The purpose of this policy is to establish guidelines for poverty exemption from real property tax.

STATEMENT OF POLICY:

1. To be eligible for a property exemption in the City of Alpena, a person must do all of the following on an annual basis:
 - a. Be the owner and must occupy the property as their principal residence for which the exemption is requested;
 - b. File Form 5737 *Application for MCL 211.7u Poverty Exemption* and Form 5739 *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty* with the City Assessor within the specified application period;
 - c. File copies of federal and state income tax returns for all persons residing in the homestead, including any property tax credit forms and/or statement of benefits paid from Michigan Department of Social Services or Social Security Administration for the preceding or current tax year;
 - d. File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
 - e. Provide a valid driver's license or other form of identification, if requested;
 - f. Provide, if requested, a deed, land contract or other evidence of ownership of the property for

which the exemption is requested:

- g. ~~M~~meet current federal poverty income guidelines. Federal poverty guidelines for assessment year 202~~12~~² are listed below:

Size of Family Unit	Poverty Guidelines
1	\$1 3,590 ^{2,880}
2	\$1 8,310 ^{7,420}
3	\$2 3,030 ^{1,960}
4	\$2 7,750 ^{6,500}
5	\$3 2,470 ^{1,040}
6	\$3 7,190 ^{5,580}
7	\$4 1,910 ^{9,120}
8	\$4 6,630 ^{4,660}
For each additional person	\$4,7 20 ⁵⁴⁰

2. The applicant's asset level may not exceed \$20,000.
 - a. The following are excluded from this limit:
 1. The principal residence property, however, excess land over 5 acres will count toward overall asset limit.
 2. One personal vehicle.
 3. Up to \$2,500 in all bank accounts held by the family unit. All bank statements must be submitted with application.
 4. Annual dividend income (taxable & non-taxable) must be less than \$1,000.
 - b. The applicant shall complete an Asset Inventory including each of the following with estimated value:
 1. Vehicles
 2. Recreational vehicles such as campers, motorhomes, boats, ATVs, etc.
 3. Jewelry, antiques, artworks
 4. Equipment and other personal property of value
 5. Bank accounts (aggregate value greater than \$2,500), stocks
 6. Money received from the sale of personal property
 7. Withdrawals of bank deposits and borrowed money
 8. Gifts, loans, lump-sum inheritances and one-time insurance payments
 9. Federal non-cash benefits from programs such as food stamps and school lunches
 - c. The applicant may not have ownership interest in any real estate other than the property on which their principal residence is located.
3. Poverty exemption from the Real Property tax shall be on an annual basis. Applications can be filed with the July or December Board of Review each year the exemption is sought.
4. The Board of Review may request identification of the applicant or proof of ownership of the principal residence property under consideration for poverty exemption.

5. The Board of Review may request any supporting documents which may be utilized in determining a poverty exemption request.
6. The completed poverty exemption application must be filed after January 1, but before the day prior to the last day of the Board of Review in the year for which the exemption is sought.
7. The Board of Review is not permitted to deviate from the adopted policy and guidelines, according to PA 253. If the Board of Review determines that there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines, a partial exemption of 50% or 25% may be considered per MCL 211.7u(5)(b). Any partial exemptions or deviations from these guidelines shall be documented by the Board of Review in each instance. PA 253 allows the Board of Review to grant a 100%, 50%, or 25% reduction in taxable value. There are no other percentage reductions permitted unless approval is granted to the local unit by the State Tax Commission. The request must comply with the State Tax Commission Policy Regarding Requests for Percentage Reductions in Taxable Value for Poverty Exemptions and must be submitted using Form 5738.

Poverty Exemption as defined by the Michigan Compiled Laws is as follows:

Section 211.7u: The principal residence of person who, in the judgment of the supervisor and board of review, by reason of poverty, is unable to contribute toward the public charges is eligible for exemption in whole or in part from the collection of taxes under this act. This section does not apply to the property of corporations.

An applicant for poverty exemption must also comply with the following section of the Michigan Compiled Laws:

Section 211.118: Perjury: Any person who, under any of the proceedings required or permitted by this act shall willfully swear falsely, shall be guilty of perjury and subject to its penalties.

Section 211.119: Willful Neglect: A person who willfully neglects or refuses to perform a duty imposed upon that person by this act, when no other provision is made in this act, is guilty of a misdemeanor, punishable by imprisonment for not more than six months, or a fine of not more than \$300.00, and is liable to a person injured to the full extent of the injury sustained.

RESOLUTION TO ESTABLISH A POLICY REGARDING THE ACCESSIBILITY OF THE ASSESSOR'S OFFICE TO TAXPAYERS

RESOLUTION/POLICY NUMBER: 2022-19

DATE: December 5, 2022

COUNTY: Alpena

Municipality Name: City of Alpena

Municipality Hall ADDRESS: 208 N. First Avenue
Alpena, MI 49707

WHEREAS, 2018 PA 660, MCL 211.10g ("the Act") provides that the State Tax Commission shall adopt and publish guidelines applicable to municipal audit procedures; and

WHEREAS, the State Tax Commission has, in turn, adopted such guidelines, STC Guideline 2020-1 ("the guidelines"), as required by the Act; and

WHEREAS, the guidelines provide that each assessing district must have and follow a published policy under which its assessor's office is reasonably accessible to taxpayers, and that the published policy must address the items listed in Section 10g, Subsection (1), of the Act; and

WHEREAS, the Municipality of the City of Alpena, County of Alpena, desires to comply with the requirement to establish such a policy by adopting the present resolution and making the resolution available to the public.

NOW, THEREFORE, BE IT RESOLVED that the Municipality of the City of Alpena, County of Alpena, establishes the following policy and provides the following information in connection with its assessor's office:

The Municipality of the City of Alpena, County of Alpena, currently employs an assessor of record that is certified by the State of Michigan as an; Michigan Advanced Assessing Officer (MAAO) Certification Number R-7862.

The Municipality of the City of Alpena, County of Alpena, uses State of Michigan approved BS&A CAMA assessing software; contact information for BS&A software, 14965 Abbey lane, Bath Twp. MI 49908. Telephone number 517-641-8900. <http://www.bsasoftware.com> and <http://www.bsaonline.com>

The Municipality of the City of Alpena, County of Alpena, employs Allan Berg as the assessor of record, and the contact information for this assessor is as follows:

NAME:	Allan Berg
TELEPHONE NUMBER:	989-734-3555
ELECTRONIC MAIL:	info@assessingoffice.com

The assessor contact information can also be found by accessing the municipality website at www.alpena.mi.us or the assessor's website at <http://www.assessingoffice.com>

The Municipality of the City of Alpena, County of Alpena, ensures that any taxpayer inquiring about property records maintained by the assessor's office within The Municipality of the City of Alpena, County of Alpena, will have a response

from the assessor of record within (7) business days from the date the request was submitted to the above listed assessor either by telephone or electronic mail using the assessor contact information listed above.

Taxpayers may request a meeting with the assessor from the above-named Municipality for any property assessment related inquiries by submitting in writing to the above electronic mail address or contacting by telephone the assessor of the above-named Municipality.

Taxpayers may request, using the above electronic mail or telephone number, to inspect the records maintained by the assessor’s office, and taxpayers will be contacted to set up a time and date to meet at the Municipality hall listed at the above address.

Taxpayers may request, using the above electronic mail or telephone number, any questions or processes the assessor uses to informally hear and resolve any disputes taxpayers may have before the March Board of Review meeting.

BE IT FURTHER RESOLVED that this Resolution/Policy shall take effect as of the date set forth below.

Yeas: _____

Nays: _____

Absent or Excused: _____

Abstain: _____

The Clerk declared the motion carried, and Resolution/Policy Number 2022-19 duly adopted this
5th day of December 2022.

_____, Municipality Clerk Signed

Anna Soik, Municipality Clerk Name Printed

SUPERVISOR'S WARRANT - Winter 2022 Tax Roll

IN THE NAME OF THE PEOPLE OF THE STATE OF MICHIGAN:

To Anna Soik, Treasurer of the City of Alpena in the County of Alpena;

The General Property Tax Act, as amended, being generally MCL 211.1 through 211.157, which includes MCL 211.42; the School Code of 1976, being generally 380.1 through 380.1853, which includes sections 380.1611, 1612 and 1613; the State Education Act, being generally MCL 211.901 through 211.906 which includes sections 211.903 and 905 and pertinent charter provisions, authorize property tax collections.

You are hereby commanded to collect from persons having an interest in real and/or personal property described in the attached tax roll, the several sums enumerated in the last column opposite the respective property descriptions.

Ad Valorem Property taxes shall be levied and collected on taxable valuations after amendment by local Boards of Review under MCL 211.53b, by the Michigan Tax Tribunal under MCL 205.70 et seq. and 211.53a, and/or by the State Tax Commission under MCL 211.154.

The amounts collected for the purposes specified shall be retained in the township or city treasury and those amounts collected for state and county purposes shall be accounted for and paid to the county treasurer and those amounts collected for the school districts shall be accounted for and paid to the treasurer of each school district.

Tax collections shall be delivered to the appropriate treasurer of the county and school districts as required by MCL 211.43, or as specified in an agreement with the taxing units. You shall notify the secretary or director or each community college, school district, intermediate school and applicable authorities of the total amount of taxes paid, indicating the different funds from which the taxes were collected, to the respective treasurer or authority.

You shall account for all money received on or before March 1, next following the date of this warrant as required in MCL 211.42, 211.45, 211.905, 380.1611, 380.1612 and 380.1613, and file your statement of collections and unpaid taxes (delinquent roll), on or before March 20th, with the county treasurer pursuant to MCL 211.54. Failure to perform these duties may result in the penalty prescribed in MCL 211.117 and 211.119(1).

If any person neglects or refuses to pay his or her tax, you shall collect the same by seizing the personal property of such person, in an amount sufficient to pay such tax, fees and charges, for subsequent sale, or sue the person to collect the taxes, fees and charges as specified by MCL 211.46, 211.48 and 211.49.

This warrant is your authority to collect the taxes, make the necessary distribution of taxes, and do what is necessary to enforce collection of taxes as specified in the General Property Tax Act, Act No. 206, P.A. 1893

Given under my hand on this _____ day of _____, 2022;

Signed _____

Matthew Waligora, Supervisor of the City of Alpena in Alpena County.

Given under my hand on this 23rd day of November, 2022;

Signed _____

Assessor of the City of Alpena in Alpena County.


Memorandum



Date: November 30, 2022

To: Mayor and City Council Members

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

From: Shannon Smolinski, Harbormaster 

Subject: Marina Shop Lease Renewal

In February 2022, the City entered into a lease agreement with All Marine and Storage for the Marina Shop at the Alpena Marina. The current lease is set to expire on December 31, 2022 and does allow for the renewal of this lease for (5) five additional one-year periods if both parties agree upon unit prices.

This year, All Marine was successful in their location and provided great service to boaters in need. Both parties are in agreement to extend the lease for the current rate of \$450 for rent and \$75 for utilities.

Upon review, it is my recommendation, as Harbormaster, to renew the lease with all Marine and Storage for their first optional renewal through December 31, 2023.

Attachment



From: [All Marine All Marine](#)
To: [Smolinski, Shannon](#)
Subject: Lease renewal
Date: Wednesday, November 30, 2022 9:40:49 AM

We at all marine are content with current lease agreements and would like to continue with same agreement for 2023

Thanks

Arlee Barker

All Marine and Storage

NOTICE

Municipal Council Meeting Schedule – 2023

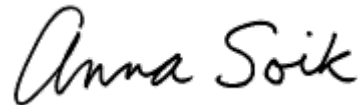
The regular meetings of the City of Alpena Municipal Council for 2023 are as follows:

January	3* (Tuesday)	July	3
January	17* (Tuesday)	July	17
February	6	August	7
February	20	August	21
March	6	September	5* (Tuesday)
March	20	September	18
April	3	October	2
April	17	October	16
May	1	November	6
May	15	November	20
June	5	December	4
June	19	December	18

*City Hall Closed on Monday

All the above regular meetings begin at 6 p.m. in the Council Chambers at City Hall.

CITY OF ALPENA



By: Anna Soik
City Clerk/Treasurer/Finance Director

Memorandum



Date: December 5, 2022

To: Mayor Waligora and Municipal Council

Copy: Anna Soik, City Clerk/Treasurer/Financial Director

From: Kathy Himes, Human Resources

Subject: City-Wide Pride Program

Since 2000, co-workers, citizens, and visitors are given the opportunity to recognize employees for going the extra mile. Employees are recognized through the City-Wide Pride program as appreciation for their dedication, hard work, and commitment to the City of Alpena.

In December of each year, the Mayor presents the individuals with the highest number of appreciation notes with their "City-Wide Pride" certificate. In addition to being presented with a certificate, as appreciation for a job well done, award winners are given four hours of personal time to be used before the end of the fiscal year.

Today, the presentation looks a little different than in the past. For the first time ever, an entire department will be recognized for their dedication, teamwork, and recognizing the importance of acknowledging members of their team for going the extra mile. Collectively, the members of this department received more than 180 notes of appreciation from co-workers. There were also a number of appreciative comments from citizens throughout the past year. This year, the Police Department will be honored as a group for their commitment to the City.

The individual awards for 2022 are as follows – DPW Technician Todd "Kooter" Platt, Fire Command Officer Chris Morrison, Firefighter/Paramedic Cain Makowski, and Chief of Police Joel Jett for the administrative team. Support staff members for our fire and police departments tied for the top honor - Public Safety Clerk Tracy Marquardt and Office Clerk Gretchen Kruse.

Congratulations to all recipients. Thank you for working hard for the City of Alpena and its citizens, and for accepting daily challenges with courage, dignity, and a positive attitude. It has never been more important to support your co-workers and appreciate them for their contribution to the team. In return, always remember, your co-workers will support you.

ORDINANCE NO. 22-482

AN ORDINANCE OF THE CITY OF ALPENA, STATE OF MICHIGAN, AMENDING CHAPTER 62 – PERSONNEL; ARTICLE III, RETIREMENT SYSTEM; DIVISION I. GENERALLY; SECTION 62-92 RETIREMENT ALLOWANCE OPTIONS OF THE CODE OF ORDINANCES OF THE CITY OF ALPENA, BY REPEALING SAME AND REPLACING IT AS FOLLOWS:

BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE CITY OF ALPENA, STATE OF MICHIGAN, AS FOLLOWS:

Chapter 62, Article III, Division 1, Section 62-92 of the Code of Ordinances of the City of Alpena is hereby repealed in full and replaced with the following language:

Sec. 62-92. - Retirement allowance options.

(a) Until the date their retirement becomes effective, but not thereafter, any member may elect to receive their retirement allowance as a straight life retirement allowance payable throughout his or her life, or may elect to receive the actuarial equivalent, computed as of the effective date of their retirement, of their straight life retirement allowance in a reduced retirement allowance payable throughout their life, and nominate a beneficiary, in accordance with the provisions of options I, II, III, IV or V, set forth below:

(1) *Option I.* If a retirant, who elected option I, dies before they have received in the annuity portions of his or her reduced retirement allowance an aggregate amount equal to their accumulated contributions standing to his or her credit in the annuity savings fund at the time of their retirement the difference between his or her such accumulated contributions and the aggregate amount of annuity portions received by them shall be paid to such person or persons as he or she shall have nominated by written designation duly executed and filed with the board. If there is no such designated person surviving the retirant the difference, if any, shall be paid to the retirant's legal representative;

(2) *Option II.* Upon the death of a retirant who elected option II, their reduced retirement allowance shall be continued throughout the life of and paid to such person having an insurable interest in his or her life, as he or she shall have nominated by

written designation duly executed and filed with the board prior to the effective date of their retirement;

(3) *Option III.* Upon the death of a retirant who elected option III, one-half of their reduced retirement allowance shall be continued throughout the life of and paid to such person having an insurable interest in his or her life, as he or she shall have nominated by written designation duly executed and filed with the board prior to the effective date of their retirement;

(4) *Option IV.* Upon the death of a retirant who elected option IV, their reduced retirement allowance shall be continued throughout the life of and paid to such person having an insurable interest in his or her life, as he or she shall have nominated by written designation duly executed and filed with the board prior to the effective date of their retirement. Should such designated person predeceased the retirant, the retirant's retirement allowance shall be recomputed (pop-up) to a straight life retirement allowance as provided for herein; or

(5) *Option V.* Upon the death of a retirant who elected option V, one-half of their reduced retirement allowance shall be continued throughout the life of and paid to such person having an insurable interest in his or her life, as he or she shall have nominated by written designation duly executed and filed with the board prior to the effective date of their retirement. Should such designated person predecease the retirant, the retirant's retirement allowance shall be recomputed (pop-up) to a straight life retirement allowance as provided for herein.

For firefighter retirants only, who select the straight life retirement allowance, upon the death of the firefighter retirant prior to their spouse, 60 percent of the benefit the firefighter retirant was receiving at the time of his death, shall be paid to his or her surviving spouse, which he or she shall have nominated by written designation, duly executed and filed with the board prior to the effective date of their retirement. This benefit shall apply only to firefighter members married at the time of retirement.

(b) All members of the retirement system, whether covered by a labor agreement or otherwise, may elect to withdraw their accumulated contributions in a lump sum at retirement. The regular retirement benefit will be reduced by the actuarial equivalent of the withdrawal utilizing the PBGC replacement rate as more fully described as follows:

(1) Determining the applicable PBGC replacement interest rate for lump sum payment of benefits for any given month (month x) is a two-step process. That process uses the "applicable 12-year rate for the second preceding month" (i.e., month x-2) to find the corresponding "immediate annuity rate" for month x. The "immediate annuity rate" is used to determine the lump sum value to be paid in month x.

(2) The "immediate annuity rate" will be determined each January, and that rate will be used for all lump sums paid during that year. So, for lump sums to be paid in 2022, the "immediate annuity rate" will be determined for January 2022 based on the "applicable 12-year rate for the second preceding month" (i.e., November, 2021), and that "immediate annuity rate" will be used for lump sums paid during 2022.

Step 1 — finding the "applicable 12-year rate for the second preceding month":

To find the "applicable 12-year rate for the second preceding month" (month x-2), use the corporate bond yield curve (determined without regard to 24-month averaging and as described in section 430(h)(2)(D)(ii) of the Internal Revenue Code) issued for the second month preceding the month of the desired "immediate annuity rate" (month x).

That "applicable 12-year rate for the second preceding month" can be found in a Revenue Notice published monthly by the Internal Revenue Service. The appropriate Revenue Notice for month x-2 can be located at <https://www.irs.gov/retirement-plans/recent-interest-rate-notice>.

Step 2 — determining the "immediate annuity rate":

Use the "applicable 12-year rate for the second preceding month" found in Step 1 to determine the "immediate annuity rate" for month x.

To find the "immediate annuity rate" for month x, apply the "applicable 12-year rate for the second preceding month" found in Step 1 to the Table set forth in 29 CFR §4022.7(e) and Appendix C to Part 4022.

That "immediate annuity rate" will be used for all lump sums paid during 2022.

Example (for lump sums paid in 2022):

Step 1: If January, 2022 is the month (month x) to determine the PBGC replacement interest rate for lump sum payment of benefits, find the "applicable 12-year rate for the second preceding month" (i.e., month x-2, or November, 2021) at

<https://www.irs.gov/retirementplans/recent-interest-rate-notice> (in this case, Notice 2022-01 (Table 2021-11)): 2.86%.

Step 2: Use 2.46% as the "applicable 12-year rate for the second preceding month" to find the corresponding "immediate annuity rate" in 29 CFR Appendix C to Part 4022: 0.00%.

That rate (0.00%) will be used for all lump sum payments paid in 2022.

The rates for all future years will follow this formula unless amended.

EFFECTIVE DATE

THE PROVISIONS OF THIS ORDINANCE SHALL TAKE EFFECT TEN (10) DAYS AFTER BEING ADOPTED BY THE MUNICIPAL COUNCIL AND DULY PUBLISHED.

I HEREBY CERTIFY THAT THE ABOVE ORDINANCE WAS ADOPTED BY THE MUNICIPAL COUNCIL OF THE CITY OF ALPENA, MICHIGAN, AT A REGULAR MEETING HELD ON THE _____ DAY OF _____, 2022.

Matthew J. Waligora
Mayor

Anna Soik
City Clerk/Treasurer/Finance Director

First Presented: November 21, 2022

Adopted: December 5, 2022

Published:

William A. Pfeifer City Attorney

Memorandum



Date: December 5, 2022

To: Mayor and City Council Members

Copy: Anna Soik, City Clerk/Treasurer/Finance Director

From: Rachel Smolinski, City Manager

Subject: Culligan Plaza Renovation-Community Survey Results

The Culligan Plaza property was purchased by the City of Alpena in 1978 from the Richards family for \$165,000. The Culligan Building, located on the site at the time of purchase, was demolished in 1979. The plaza was last revamped in the early 1980s with assistance from the Alpena Downtown Development Corporation who raised over \$25,000 for the renovation. The plaza was named Culligan Plaza in memory of Patrick Culligan. The Plaza sits at the center of Alpena as a popular meeting place and an iconic reference point for residents and visitors.

Today, Culligan Plaza is in desperate need of an update due to failing infrastructure and lack of Americans with Disabilities Act (ADA) accessibility. The renovation of the fountain at Culligan Plaza first appeared in the City's Capital Improvement Plan in 2009, with a transition to a full renovation in 2018. City tax dollars tentatively earmarked for the plaza redevelopment are focused on upgrading the water fountain infrastructure, which needs repair based upon failing cement encased pipes within the plaza and leaks in the fountain area. Doing nothing to the plaza is not an option since the plaza must be completely excavated to reach the failing infrastructure. While other City parks need their share of attention, Culligan Plaza is a priority; it's about as close to a town square as Alpena has, a fitting context for an issue of such public interest and civic concern.

A future Culligan Plaza design will include a water feature, the *Water in Limestone* sculpture, space for the City Christmas tree, ADA accessibility, and enhanced safety features. Although we know the basic elements that should be included in the renovation; the City launched a community survey on September 12, 2022, to gather more public feedback. The survey was closed on October 22 with 1,737 responders. Due to the volume of responses and narrative comments, we sought out a consultant to further evaluate the results. Cathlyn Sommerfield Ph.D. of CS Research and Consulting, LLC will join the meeting virtually to discuss the results.

Past public feedback, along with feedback gathered through this survey and subsequent public meetings, will be utilized to shape future concepts and desired elements to be included in the new design for the Culligan Plaza.





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

11/22/2022

Rachel Smolinski
Manager
City of Alpena, Michigan

Dear Mrs. Smolinski:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2021 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

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

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

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

Sincerely,

A handwritten signature in black ink, reading "Michele Mark Levine". The signature is fluid and cursive, with the first name "Michele" and last name "Levine" being more prominent than the middle name "Mark".

Michele Mark Levine
Director, Technical Services


Memorandum



Date: November 29, 2022

To: Mayor and City Council Members

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

From: Stephen J. Shultz, City Engineer 

Subject: Dumpster Service Contract Renewal

In November of 2019, the City entered into a three-year contract with L & N Disposal who has since been sold to GFL Environmental, to provide the necessary dumpsters, emptying of dumpsters, emptying of trash cans and the supply of liners. The current contract is set to expire on December 31, 2022 and does allow for the renewal of this contract for (1) one additional one-year period if both parties agree upon unit prices.

For price comparison, I have inserted the following table showing previous prices versus the proposed renewal prices the City recently received from GFL Environmental.

Item	2023 Unit Price	2022 Unit Price	2021 Unit Price	2020 Unit Price
Price Per Cubic Yard	\$6.25	\$7.00	\$6.75	\$6.50
Price Per Can	\$4.00	\$2.50	\$2.50	\$2.50

Upon review of the proposed renewal prices, it is my recommendation, as City Engineer, to renew the contract to GFL Environmental for dumpster service at the requested unit prices for a (1) one year period ending December 31, 2023.

Attachment

Dumpster Service

YEAR	PRICE PER CUBIC YARD	PRICE PER CAN
2023	\$ 6.25	\$ 4.00

This Proposal is Submitted By:

Company Name GFL Environmental

By Leigh Ann Jewell

Title GMM

Address 1241 King Settlement

City, State & Zip Alpena MI 49707

Telephone No. 989-379-4771

Email Address Leigh.jewell@gflenv.com


Memorandum



Date: December 1, 2022

To: Mayor and City Council Members

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

From: Stephen J. Shultz, City Engineer 

Subject: 2022 Spark Grant Applications

In October 2022, the Michigan Department of Natural Resources opened the application request for the 2022 Michigan Spark Grant. This is a new program establishing \$65 million to fund outdoor recreational facilities and opportunities for residents and visitors. Funding was earmarked for this purpose as part of the Building Michigan Back Together Plan.

The grants can range between \$100,000 to \$1 million and require no match; however, the communities may submit for projects in excess of this amount as long as they provide documentation of secured matching fund sources. This round of applications will be the first of three applications available for this funding with round one applications being due December 19, 2022.

Since the City is allowed to submit multiple applications as long as we establish what our priority of the projects are, we are requesting approval to submit for two projects one of which are in cooperation with community partnerships. Applications are prioritized by the City below:

Riverside Skate Park Renovations – After the closure of the existing skate park until repairs could be made, several members of the community approached the City with a desire to assist in repairs and a desire to upgrade the skate park. The newly formed friend's group would like to see a new, expanded concrete park installed within the City. This was always the desire for the original park; however, the cost prohibited a concrete park from being a realistic option and the existing wood structure was eventually decided upon.

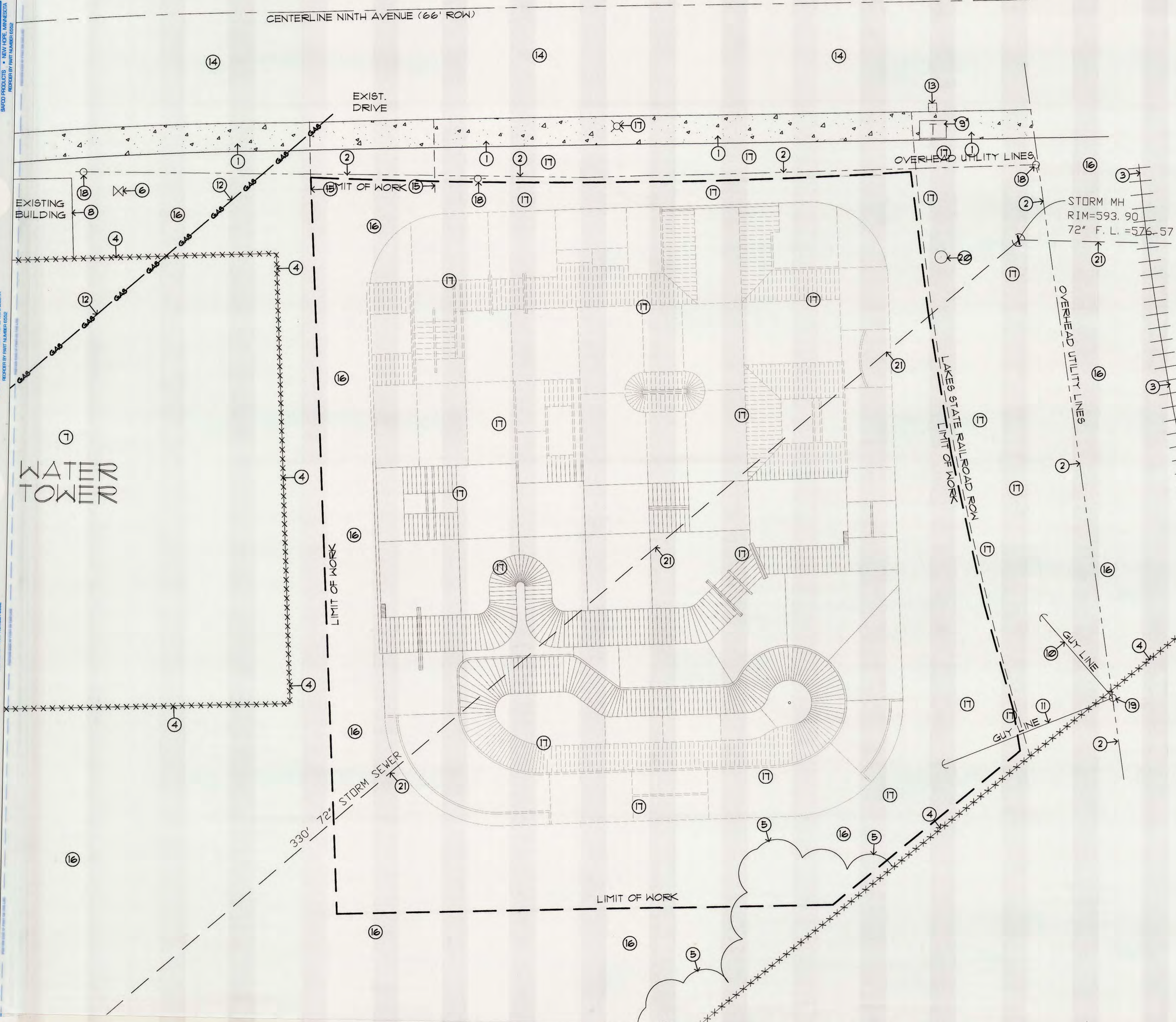
Besser Museum Plant Walk - Approved last year by the Municipal Council, the Planet Walk would start near the Besser Museum (the home of the only planetarium in Northern Lower Michigan) with the Sun and parallel the Alpena Bi-Path for over three miles. There would be an attractive sign explaining each planet, scaled to the correct size and distance.

with the real solar system. The Besser Museum will be responsible for creating the signs and implementing the project working closely with the City Engineer. We would apply for \$100,000 (the minimum grant amount available) which would cover all expenses for the signage and installation.

It is therefore my recommendation, as City Engineer, that the Council take the following actions allowing staff to submit the following applications in pursuit of MDNR Spark funding:

- Approve the attached Resolution Number 2022-20 for the Riverside Skate Park Improvements
- Approve the attached Resolution Number 2022-21 for the Besser Museum Planet Walk

Attachment



DEMOLITION NOTES:

1. DEMOLITION AND REMOVAL WORK SHALL BE CAREFULLY PERFORMED TO AVOID DAMAGE TO EXISTING TREES NOTED ON THE PLANS AS REMAINING.
2. ALL REMOVAL WORK (EXCEPT AS NOTED) SHALL BE DISPOSED OF OFF-SITE, IN A LEGAL MANNER, AT THE CONTRACTOR'S EXPENSE.
3. CLEAR THE SITE OF GRASS, WEED GROWTH, RUBBISH, DEBRIS, PAVEMENT, CONCRETE, INACTIVE OR ABANDONED FACILITIES (VERIFIED BY THE AGENCY), ETC., THAT ARE TO BE REMOVED FOR CONSTRUCTION OF THE SITE IMPROVEMENTS TO THE LIMITS AND DEPTHS SHOWN ON THE PLANS.
4. ABANDONED UNDERGROUND FACILITIES (VERIFY WITH AFFECTED AGENCIES), ROOTS THREE INCHES IN DIAMETER AND LARGER ROCKS AND BROKEN MASONRY LARGER THAN FOUR INCHES IN ANY DIMENSION SHALL BE REMOVED TO A MINIMUM DEPTH OF 12\"

DEMOLITION LEGEND:

1. EXISTING SIDEWALK TO REMAIN - PROTECT IN PLACE
2. EXISTING OVERHEAD UTILITY LINES TO REMAIN - PROTECT IN PLACE
3. EXISTING RAILROAD TRACKS TO REMAIN - PROTECT IN PLACE
4. EXISTING FENCE TO REMAIN - PROTECT IN PLACE
5. EXISTING TREES TO REMAIN - PROTECT IN PLACE
6. EXISTING WATER VALVE TO REMAIN - PROTECT IN PLACE
7. EXISTING WATER TOWER TO REMAIN - PROTECT IN PLACE EQUIPMENT TO CITY
8. EXISTING BUILDING TO REMAIN - PROTECT IN PLACE
9. EXISTING TELEPHONE BOX TO REMAIN - PROTECT IN PLACE
10. EXISTING GUY LINE TO REMAIN - PROTECT IN PLACE
11. EXISTING GUY LINE TO BE MOVED PER CITY DIRECTIONS
12. EXISTING GAS LINES TO REMAIN - PROTECT IN PLACE
13. EXISTING CATCH BASIN TO REMAIN - PROTECT IN PLACE
14. EXISTING STREET TO REMAIN - PROTECT IN PLACE
15. EXISTING DRIVE TO REMAIN - PROTECT IN PLACE
16. EXISTING TURF TO REMAIN - PROTECT IN PLACE
17. EXISTING TURF TO BE REMOVED AND DISPOSED OFF SITE
18. EXISTING STREET LIGHT TO REMAIN - PROTECT IN PLACE
19. EXISTING UTILITY POLE TO REMAIN - PROTECT IN PLACE
20. EXISTING MANHOLE TO BE REMOVED PER CITY DIRECTIONS COORDINATE WITH CITY PRIOR TO CONSTRUCTION
21. EXISTING 12\"

purkiss-rose-rsi
Landscape Architecture
Recreation and Park Planning
301 North Harbor Boulevard
Rochester, MN 55902
763-971-1188
(763) 971-3638

REVISIONS

NO.	DATE	DESCRIPTION

DEMOLITION PLAN

SHEET TITLE



ALPENA SKATE PARK
CITY OF ALPENA
ALPENA, MICHIGAN

CLIENT

SCALE:
1"=10'-00"

DATE:
2-3-99

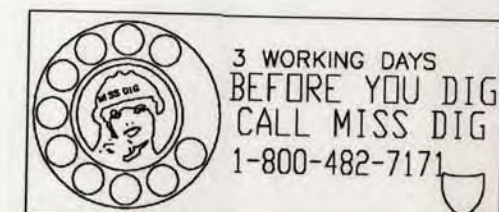
DRAWN BY:
C.C.W.

PROJECT NO:
98-151

SHEET NO.

D-1

OF 6



RESOLUTION NO. 2022-20

RESOLUTION AUTHORIZING SUBMISSION OF A MICHIGAN SPARK GRANT APPLICATION FOR THE RIVERSIDE SKATE PARK IMPROVEMENTS PROJECT

WHEREAS, Riverside Skate Park is identified as a city park in the 2021-2025 City of Alpena Recreation Plan; and

WHEREAS, planned improvements were at the of requested and supported by the public; and

WHEREAS, the City is seeking a Michigan Spark Grant from the Michigan Department of Natural Resources in the amount of \$1,000,000 to finance a new concrete skate park and amenities at Riverside Skate Park; and

WHEREAS, the City has provided an opportunity for the public to comment on the proposed project at the December 5, 2022 Municipal Council Meeting.

NOW THEREFORE, BE IT RESOLVED, that the proposed Riverside Skate Park Improvements project as specified in the MDNR application will be undertaken if the grant is awarded:

BE IT FURTHER RESOLVED, that the application be authorized for submission to the MDNR and the Mayor be directed to sign all necessary documents on behalf of the City Council.

Councilmember _____ moved to adopt the above resolution, seconded by Councilmember _____.

Ayes:

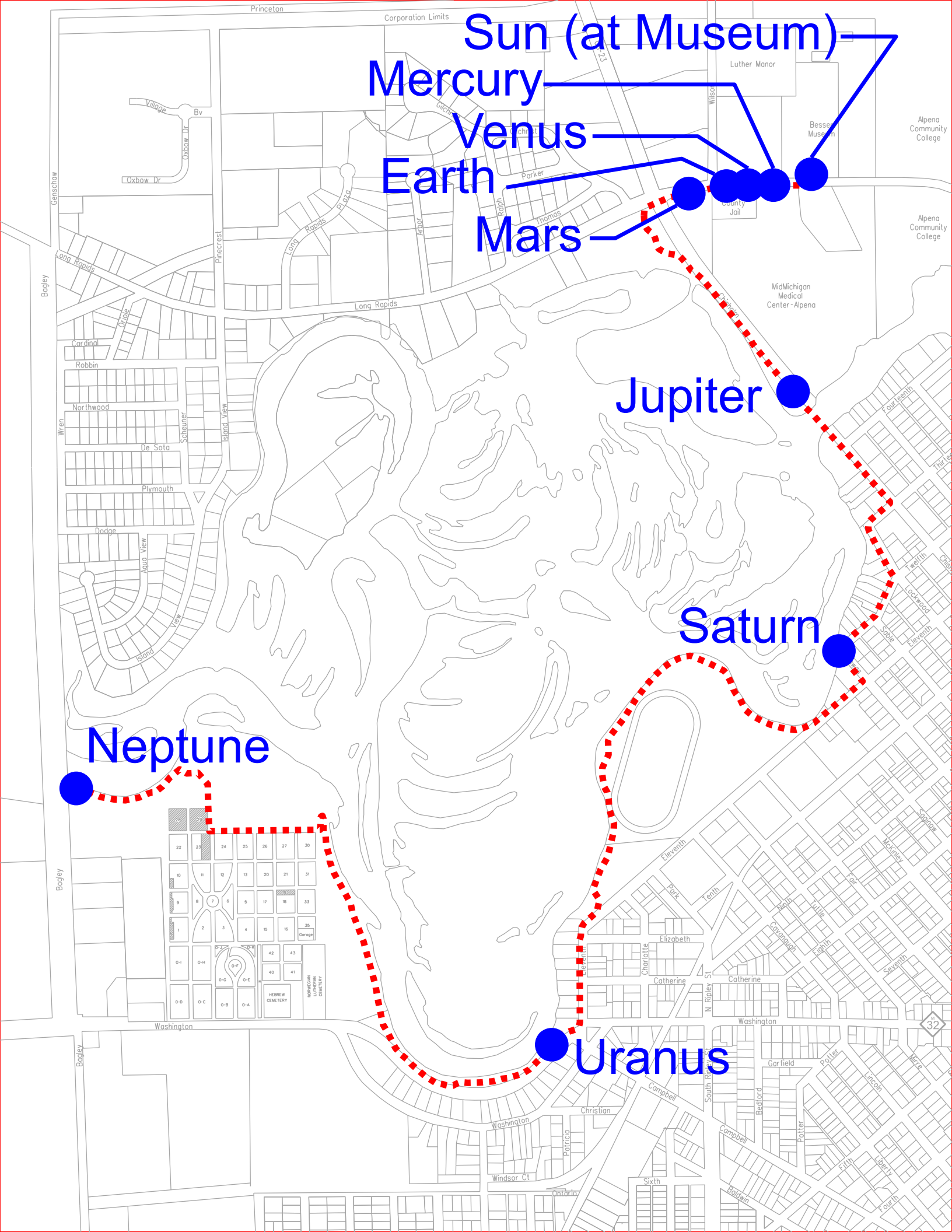
Nays:

Absent:

Resolution declared adopted.

I, Anna Soik, 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 December 5, 2022.

Anna Soik
City Clerk



Anchorage Light Speed Planet Walk



Station #5 JUPITER Super-Sized

Super...

Big - Jupiter is almost twice the diameter of Earth. 1,000 Earths could fit inside.

Massive - Jupiter is 2 1/2 times more massive than all the other planets combined.

Large - It swallows and smashes asteroids into Jupiter, the most of any planet.

Fast - Jupiter spins so fast that it bulges at the equator. A day on Jupiter lasts only 10 hours, the shortest day in the solar system.

Temperature - Jupiter produces almost as much energy from its interior as it receives from the Sun. This heat is generated by gravitational contraction. Jupiter is actually shrinking by a few millimeters each year!

Thin Rings - Discovered by Voyager, there are now believed to be Saturn's rings.

Colorful - Jupiter's bands give it the appearance of a giant Easter egg. Beautiful orange, brown and white cloud patterns are produced by Jupiter's swirling winds.

Storms - The Great Red Spot is a gigantic swirling storm, three times Earth's diameter. First discovered in 1666 by Robert Hooke, it will likely last for hundreds to thousands of years.

Voyager 1 obtained this dramatic view of Jupiter's Great Red Spot.



Jupiter's Moons

The four "Galilean" moons of Jupiter, discovered by Galileo in 1610, are the largest moons in the solar system. They are named after the Roman god Jupiter's lovers and children.



Io - Io is the innermost of the four Galilean moons. It is the only moon in the solar system with active volcanoes. It is covered in sulfur and sulfur dioxide, which give it a yellow-orange color.



Europa - Europa is the second of the four Galilean moons. It is covered in ice and is believed to have a liquid ocean beneath its surface. It is the only moon in the solar system with a smooth, uncratered surface.



Ganymede - Ganymede is the third of the four Galilean moons. It is the largest moon in the solar system and is larger than the planet Mercury. It is covered in a mix of ice and rock.



Callisto - Callisto is the outermost of the four Galilean moons. It is covered in a mix of ice and rock and is the only moon in the solar system with a heavily cratered surface.

Jupiter Sponsored by Westchester Neighborhood Rotarians

Primary Sponsors of the Anchorage Light Speed Planet Walk: Rasmussen Foundation, Anchorage Rotary Club

Anchorage Light Speed Planet Walk

Walk across the Solar System at the speed of light!

The Anchorage Light Speed Planet Walk is a scale model of our Solar System.

By taking the walk, you experience the relative sizes of the planets and their distances from the Sun. The walk was chosen so that a leisurely walking pace mimics the speed of light. On this walk, each step equals the distance light travels in one second (300,000 kilometers or 186,000 miles). It should take you about 8 minutes to walk from the Sun station at 1st and G to the Earth station at 1st and K, just as it takes 8 minutes for a light beam to travel from the real Sun to Earth. Similarly, it takes you and a light beam 1 1/2 hours to reach Pluto. Of course, you can keep on your hike, follow Mars or Min, and travel the distance at warp speed!

As you experience the Planet Walk, notice how small the planets are compared to the Sun, and how vast the distances are between them.

The Solar planets are along the Coastal Trail.



RESOLUTION NO. 2022-21

**RESOLUTION AUTHORIZING SUBMISSION OF A MICHIGAN SPARK GRANT
APPLICATION FOR THE BESSER MUSEUM PLANET WALK PROJECT**

WHEREAS, the Alpena Bi Path is identified within the 2021-2025 City of Alpena Recreation Plan; and

WHEREAS, planned improvements proposed by the Besser Museum of Northeast Michigan were supported and approved by the Alpena Municipal Council on November 1, 2021; and

WHEREAS, the City is seeking a Michigan Spark Grant from the Michigan Department of Natural Resources in cooperation with the Besser Museum in the amount of \$100,000 to finance said planet walk along the Alpena Bi Path; and

WHEREAS, the City has provided an opportunity for the public to comment on the proposed project at the December 5, 2022 Municipal Council Meeting.

NOW THEREFORE, BE IT RESOLVED, that the proposed Besser Museum Planet Walk project as specified in the MDNR application will be undertaken if the grant is awarded:

BE IT FURTHER RESOLVED, that the application be authorized for submission to the MDNR and the Mayor be directed to sign all necessary documents on behalf of the City Council.

Councilmember _____ moved to adopt the above resolution, seconded by Councilmember _____.

Ayes:

Nays:

Absent:

Resolution declared adopted.

I, Anna Soik, 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 December 5, 2022.

Anna Soik
City Clerk