

COUNCIL PROCEEDINGS

October 02, 2023

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, Councilmember Nowak and Councilmember Walchak.

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

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

Motion carried 5-0.

MINUTES

The minutes of the regular sessions of September 18, 2023, were approved as printed.

CONSENT AGENDA

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

- A. Bills to be allowed, in the amount of \$749,916.19, and authorize Mayor Waligora and Clerk Soik to sign the warrant.
- B. Approval of the contract agreement with Wolverine Fireworks Display Inc. in the amount of \$23,000 for the July 2024 fireworks show and authorize City Manager Rachel Smolinski to sign the agreement.

Motion carried 5-0.

PRESENTATION

Kathy Himes, Human Resources Director, and Montiel Birmingham, Planning, Zoning and Development Director, recognized Steve Hall, Building Division Head, as the Employee of the

Quarter.

ORDINANCE NO. 23-496

City Attorney Pfeifer presented the first reading of Ordinance No. 23-496 which expands the boundaries of the Downtown Development Authority (DDA). Discussion amongst the Council ensued, and questions were asked of Anne Gentry, Executive Director of the DDA.

ORDINANCE NO. 23-497

City Attorney Pfeifer presented the first reading of Ordinance No. 23-497 which adopts an amended and restated Downtown Development Authority Development and Tax Incremental Tax Financing Plan.

ECHO/TANGO AGREEMENT

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to authorize Mayor Waligora and Clerk/Treasurer/Finance Director Anna Soik to sign the City of Alpena into a renewed contract as presented.

Motion carried 5-0.

MICHIGAN MUTUAL AID BOX ALARM SYSTEM AGREEMENT

Moved by Councilmember Walchak, seconded by Councilmember Mitchell, to authorize Mayor Waligora to sign the City of Alpena into a renewed mutual aid agreement with Michigan MABAS as presented.

Motion carried 5-0.

2023 ENGINEERING SERVICES PROPOSALS

On September 26, 2023, the City received and opened proposals for the 2023 Engineering Services. Proposals were received from: Huron Engineering & Surveying, Alpena; RS Scott Associates, Alpena; and Gourdie-Fraser, Inc., Traverse City.

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to award the 2023 Engineering Services to Huron Engineering and Surveying for a not-to-exceed amount of \$30,000

through December 31, 2024, with an option of three (3) additional one (1) year extensions.

Motion carried 5-0.

DESKTOP COMPUTERS BID RECOMMENDATION

On September 12, 2023, the City received and opened bids for desktop computers. The only bid received was from Dell Technologies, Inc.

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to award the desktop purchase to Dell Technologies and issue a purchase order using the as-bid unit prices.

Motion carried 5-0.

2023 TOPOGRAPHIC SURVEY BID RECOMMENDATION

On September 26, 2023, the City received and opened bids for the 2023 Topographic Survey Project. The only bid received was from Huron Engineering & Surveying of Alpena.

Moved by Councilmember Walchak, seconded by Mayor Pro Tem Johnson, to issue a purchase order for the 2023 Topographic Survey Project to Huron Engineering & Surveying in the amount of \$13,260.

Motion carried 5-0.

ALPENA CIVIC THEATRE LEASE RENEWAL

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Nowak, to postpone [a decision on the Alpena Civic Theatre lease renewal] until the next meeting [of October 16, 2023].

Motion carried 5-0.

2023 WATER PRODUCTION PLANT INTAKE INSPECTION

Moved by Councilmember Walchak, seconded by Councilmember Mitchell, to accept the negotiated proposal from Michels Construction Inc. from Brownsville, WI and enter into a not-to-exceed contract up to \$200,000.

Motion carried 5-0.

RECESS

The Municipal Council recessed from 7:15 p.m. to 7:24 p.m.

RECONVENE IN CLOSED SESSION

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to adjourn to closed session to discuss the City Manager periodic performance evaluation [as requested by the City Manager].

Motion carried 5-0.

RECONVENE IN OPEN SESSION

The Municipal Council reconvened in open session at 9:22 p.m

CITY MANAGER EMPLOYMENT AGREEMENT

Moved by Mayor Waligora, seconded by Mayor Pro Tem Johnson, to postpone the action on the amended City Manager employment agreement until the next meeting [on October 16, 2023].

Motion carried 5-0.

ADJOURNMENT

On motion of Mayor Waligora, seconded by Mayor Pro Tem Johnson, the Municipal Council adjourned at 9:23 p.m.

Matthew Waligora
Mayor

ATTEST:

Anna Soik
City Clerk