

## ALPENA CITY COUNCIL MEETING

September 18, 2023 – 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. Approval of the Minutes – Regular and Closed Sessions of September 05, 2023.
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.
7. Consent Agenda.
  - A. Bills to be Allowed, in the Amount of \$224,695.90 and Authorize Mayor Waligora and Clerk Soik to Sign.
  - B. Approval of Council Policy Statement No. 62, Inspection of Real Property.
  - C. Cast Votes for the Following Candidates to the Michigan Municipal League Board of Directors: George Bosanic, Incumbent, Manager, City of Greenville; Sue Osborn, Incumbent, Mayor, City of Fenton; and Dave Post, Incumbent, Manager, Village of Hillman.
8. Presentations.
9. Announcements.
10. Mayoral Proclamation.
  - A. Breast Cancer Awareness Month, October 2023.
  - B. National Suicide Prevention & Action Month, September 2023.
11. Report of Officers.
  - A. Second Reading of Ordinance 23-495 Which Amends Chapter 86 – Taxation; Article V – Bingham School Tax Exemption, by Amending Sec. 86-99 Duration – Bill Pfeifer, City Attorney.
  - B. Establishment of the Early Voting Polling Location – Anna Soik, City Clerk.
12. Communications and Petitions.

Update on the Downtown Development Authority Boundary Expansion – Anne Gentry, DDA Executive Director.
13. Unfinished Business.
14. New Business.

15. Adjournment.

A handwritten signature in blue ink that reads "Rachel K. Smolinski". The signature is written in a cursive, flowing style.

Rachel Smolinski  
City Manager

## **COUNCIL PROCEEDINGS**

**September 05, 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 Pro Tem.

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

Absent: Mayor Waligora.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF THE AGENDA**

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to approve the agenda.

Motion carried 4-0, 1 absent.

### **MODIFICATION TO THE AGENDA**

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, to modify the agenda to flip 14B and 14C, C now becoming B, and B becoming C.

Motion carried 4-0, 1 absent.

### **MINUTES**

The minutes of the regular and closed sessions of August 21, 2023, were approved as printed.

### **CONSENT AGENDA**

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

- A. Bills to be allowed, in the amount of \$501,699.47, and authorize Mayor Waligora and Clerk Soik to sign.
- B. Mayoral appointment of Logan Kemp to the Planning Commission for a three-year term expiring on September 01, 2026.

- C. Council reappointment of Boris Gerber to the Wildlife Sanctuary Board for a three-year term expiring on September 01, 2026.
- D. Budget amendment request to carry over \$19,077 from FY23 to FY24 in the General Fund for the Police Department.
- E. Budget amendment request to carry over \$5,500 from FY23 to FY24 in the General Fund for the Building and Grounds Department.
- F. Budget amendment request to carry over \$527,000 from FY23 to FY24 in the Marina Fund.
- G. Budget amendment request to carry over \$17,900 from FY23 to FY24 in the General Fund for the Fire Department.

Motion carried 4-0, 1 absent.

### **CITY OF ALPENA STRATEGIC PLAN**

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, to receive and file [the City of Alpena Strategic Plan as presented].

Motion carried 4-0, 1 absent.

### **PROCLAMATION**

Mayor Pro Tem Johnson proclaimed Saturday, September 09, 2023, as Stephen Siller Tunnel to Towers Recognition Day in the City of Alpena.

### **AMBULANCE TRANSPORT SERVICES INTERGOVERNMENTAL AGREEMENT**

Moved by Councilmember Walchak, seconded by Councilmember Mitchell, to approve the Intergovernmental Agreement for Advanced Life Support Ambulance Transport Services with Presque Isle Township for Fire District #2 for the period of September 01, 2023, through November 30, 2023, and authorize Mayor Waligora to sign the agreement.

Motion carried 4-0, 1 absent.

### **ORDINANCE NO. 23-495**

Attorney Pfeifer delivered the first reading of Ordinance No. 23-495 which amends Chapter 86 - Taxation; Article V – Bingham School Tax Exemption, by amending Sec. 86-99 Duration.

### **ABSTENTION**

Moved by Councilmember Mitchell, seconded by Councilmember Walchak, to allow Mike [Nowak] to recuse himself for the reasons given [due to a relative owner of the business] for items under New Business (14B and 14C).

Motion carried 3-0, 1 absent, 1 abstain.

### **MARINA SHOP LEASE RENEWAL**

Moved by Councilmember Mitchell, seconded by Mayor Pro Tem Johnson, to renew the lease with All Marine and Storage of Alpena, as per the attached lease and the above-stated modifications (2% increase in the rental amount plus an additional \$75 for their portion of the shared utilities) in the rental amount through December 31, 2024.

Motion carried 3-0, 1 absent, 1 abstain.

### **TRAVEL LIFT OPERATOR AND WINTER STORAGE SERVICES**

Moved by Councilmember Mitchell, seconded by Mayor Pro Tem Johnson, to approve the contract for travel lift operator and winter storage services, as presented, until June 30, 2024.

Motion carried 3-0, 1 absent, 1 abstain.

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Walchak, to approve the attached fee schedule as printed to reflect the changes.

Motion carried 3-0, 1 absent, 1 abstain.

### **PURCHASING POLICY VARIANCE**

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to approve the variance of Council Policy No. 18 to allow for the solicitation of quotes and to issue a PO (Purchase Order) for the pump.

Motion carried 4-0, 1 absent.

### **RECESS**

The Municipal Council recessed from 6:32 p.m. to 6:33 p.m.

**RECONVENE IN CLOSED SESSION**

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, to adjourn to closed session to discuss: (1) an update on the water and sewer litigation; and (2) collective bargaining agreement for police supervisory unit.

Motion carried 4-0, 1 absent.

**RECONVENE IN OPEN SESSION**

The Municipal Council reconvened in open session at 7:38 p.m.

**COLLECTIVE BARGAINING AGREEMENT**

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to approve the collective bargaining agreement for the Alpena Police Supervisory Division affiliated with the Fraternal Order of Police for the term of July 1, 2023 – June 30, 2026, and authorize Mayor Waligora to sign the agreement.

Motion carried 4-0, 1 absent.

**ADJOURNMENT**

On motion of Councilmember Nowak, seconded by Mayor Pro Tem Johnson, the Municipal Council adjourned at 7:39 p.m.

Cindy Johnson  
Mayor Pro Tem

ATTEST:

Anna Soik  
City Clerk

## INVOICE REGISTER

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EXP CHECK RUN DATES 09/19/2023 - 09/19/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
AIRGAS USA LLC	9141339217	SUPPLIES - EMS DISP	45.38
AIRGAS USA LLC	9141571811	SUPPLIES - EMS DISP	22.26
AIRGAS USA LLC	5501695020	CYLINDER RENTAL - DPW	75.57
ALLEGRA ALPENA	159407	SUPPLIES - POL/FIRE/EMS	161.29
ALPENA COUNTY TREASURER	090123	PRE CHANGE ADMIN FEE	9.24
ALPENA COUNTY TREASURER	091423	IT CONTRACTED SVCS 09/23	8,615.00
ALPENA LAWN CARE & MAINTENANCE	5265	MOWING - CODE ENFORCEMENT	450.00
ALPENA TRIM LLC	083023	MAINT - PARKS	75.00
AMAZON CAPITAL SERVICES INC	1VDD-7GXX-9HVC	UNIFORMS - FIRE/EMS	9.30
AMAZON CAPITAL SERVICES INC	1CRC-VKDK-C6K1	SUPPLIES - POL	(26.22)
AMAZON CAPITAL SERVICES INC	14MR-FH7D-GV9C	SUPPLIES - POL	(65.55)
AMAZON CAPITAL SERVICES INC	1FLX-JWXN-FT9J	UNIFORMS - FIRE/EMS	167.98
AMAZON CAPITAL SERVICES INC	14RQ-PM4L-QVC9	UNIFORMS - FIRE/EMS	220.82
AMAZON CAPITAL SERVICES INC	1PNK-GGCM-TNLY	SUPPLIES - POL/FIRE/EMS	51.45
AMAZON CAPITAL SERVICES INC	1FCX-763P-4WNQ	SUPPLIES - POL	71.19
AMAZON CAPITAL SERVICES INC	11LX-1PJR-GNJF	UNIFORMS - FIRE/EMS	38.40
AMAZON CAPITAL SERVICES INC	131T-PVNH-RH63	SUPPLIES - POL	91.77
BALL TIRE & GAS INC	221054	VEH MAINT - EQ	73.20
BALL TIRE & GAS INC	221429	VEH MAINT #1	20.00
BERG ASSESSING & CONSULTING INC	23-0001235	ASSESSING CONTRACTING SVCS 09/23	8,333.33
BOUND TREE MEDICAL LLC	85077908	SUPPLIES - EMS DISP	52.99
BOUND TREE MEDICAL LLC	85077909	SUPPLIES - EMS DISP	1,804.51
BOUND TREE MEDICAL LLC	85067130	SUPPLIES - EMS DISP	120.00
BOUND TREE MEDICAL LLC	85067131	SUPPLIES - EMS DISP	120.00
BOUND TREE MEDICAL LLC	85067132	SUPPLIES - EMS DISP	1,251.95
BOUND TREE MEDICAL LLC	85064230	SUPPLIES - EMS DISP	476.91
BOUND TREE MEDICAL LLC	85071442	SUPPLIES - EMS DISP	1,287.91
BRUCE TILLINGER	091123	PLUMBING INSP SVCS 08/23	1,708.00
BRUCE TILLINGER	091123B	MECH INSP SVCS	3,464.00
CARQUEST AUTO PARTS	488069	VEH MAINT #3	40.19
CARQUEST AUTO PARTS	488097	VEH MAINT - POL	99.45
CARQUEST AUTO PARTS	488680	VEH MAINT #66	124.04
CARQUEST AUTO PARTS	489124	VEH MAINT - POL	24.78
CARQUEST AUTO PARTS	489265	SUPPLIES - FIRE/EMS	5.01
CHARTER COMMUNICATIONS	005054301090123	WATER TWR INTERNET SIGNALS	627.88
CHARTER TOWNSHIP OF ALPENA	092923	REIMB GARAGE NATURAL GAS - FIRE/EMS	26.89
CHEMTRADE CHEMICALS US LLC	93593951	ALUMINUM SULFATE - WATER	6,899.71
CITY OF ALPENA	8111-002 08/23	SEW/WATER - SPLASH PARK	12,303.13
CITY OF ALPENA	6432-001 08/23	SEW/WATER - LONG LAKE AVE	904.66
CITY OF ALPENA	6431-002 08/23	SEW/WATER - N RIVERFRONT DOG PK	2,649.86
CITY OF ALPENA	4524-001 08/23	SEW/WATER - LONG LAKE COLD STORAGE	36.66
CITY OF ALPENA	214-007	SEW/WATER - 9TH AVE TOWER	3,292.49
CITY OF ALPENA	214-001 08/23	SEW/WATER - MCRAE PD CONC STAND	204.66
CITY OF ALPENA	213-001 08/23	SEW/WATER - MCRAE PK	680.66
CITY OF ALPENA	10354-001 08/23	SEW/WATER - TRAILHEAD	134.66
COLUMN SOFTWARE PBC	35725COA-0108	PUBLISHING/ADVERTISING - PDZ	89.43
CONTINENTAL LINEN SERVICE	70483 08/23	RUG/UNIFORM CONT 08/23	1,016.37
DTE ENERGY	092923	NATURAL GAS - DDA	50.06
ENTERPRISE FM TRUST	FBN4841422	VEHICLE LEASE - TRAVEL VEH/EQUIP FUND	9,309.55
FAIR & SQUARE LAWN CARE	3439	STUMP GRINDING - CODE ENFORCEMENT	300.00
FRANCIS ROSINSKI	091123	ELECTRICAL INSP SVCS 08/23	1,332.00
FRONTIER	7430 09/23	TELEPHONE - PSF	58.36
FRONTIER	7204 09/23	ELEVATOR TELEPHONE - CITY HALL	58.36
FRONTIER	4175 09/23	TELEPHONE - PSF	40.58
GALLS LLC	025525360	UNIFORMS - POL	305.26
GFL ENVIRONMENTAL	0062622334	DUMPSTER CHARGES 08/23	2,799.96
GIARMARCO MULLINS & HORTON PC	53	ATTY FEES - POL	243.00
HALLS SERV-ALL	083123	RENTAL FEES - PARKS	4,116.25
HEATHER RIFENBARK	091123	STARLITE DEPOSIT	100.00
HURON VALLEY GUNS	262859	UNIFORMS - FIRE/EMS	83.84
INNOVYZE INC	Q-138562	GIS UTILITY SOFTWARE	6,491.00
INTERSTATE BATTERY MID MICHIGAN	23433259	VEH MAINT - EQ	282.00
MARIAH BRANCHEAU	091323	FRESH WAVES 2023	2,000.00
MICHAEL R FERRARELL	091023	FRESH WAVES 2023	4,125.00
MICHIGAN ASSN OF FIRE CHIEFS	06811	MEMBERSHIP DUES - FIRE/EMS	135.00
MICHIGAN DEPARTMENT OF HEALTH	491-429510	QUALITY ASSURANCE ASSESSMENT	2,631.10
MICHIGAN MUNICIPAL LEAGUE	73509-923	MEMBERSHIP DUES - DDA	200.00
MICHIGAN STATE INDUSTRIES	081522	MAINT - LOC ST	53.95
MICHIGAN STATE POLICE	551-622574	SOR REGISTRATION - POLICE	90.00
MILLER OFFICE MACHINES	AR25589	COPIER MAINT - PSF	125.00
MILLER OFFICE MACHINES	AR25522	COPIER MAINT - PSF	388.95
MILLER OFFICE MACHINES	AR25523	COPIER MAINT - CH	30.40

# INVOICE REGISTER

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EXP CHECK RUN DATES 09/19/2023 - 09/19/2023

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OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
MILLER OFFICE MACHINES	AR25572	SUPPLIES - DDA	12.54
MY MICHIGAN HEALTH	082223	HEARTSAVER CARDS - FIRE/EMS	200.00
MY MICHIGAN HEALTH	081723	BLS CARDS - FIRE/EMS	54.00
NORTHERN CLEANING & MAINTENANCE	090123	MAINT - DDA	205.00
NYE UNIFORM COMPANY	860244	UNIFORMS - POL	526.00
NYE UNIFORM COMPANY	854131	UNIFORMS - POL	192.20
OHD LLLP	91234	QUANTIFIT 2 ANNUAL CALIBRATION	860.00
PENGUIN MANAGEMENT, INC.	75685	DISPATCHING SYSTEM - FIRE/EMS	846.00
PRESQUE ISLE ELECTRIC & GAS CO	5633800001 09/23	ELECTRIC - AIR BASE	100.00
ROCK-N-RESCUE	INV234356	SUPPLIES - FIRE/EMS	1,513.80
SEVAN K INC	313 08/23	VEH MAINT - POL	69.75
SHALLAS SERVICE	15308	VEH MAINT - FIRE/EMS	242.00
SOLUCIENT SECURITY SYSTEMS	539165	MAINT - DPW	113.70
SPARTAN DISTRIBUTORS INC	11884008	MAINT - CEM	955.14
STANDARD ELECTRIC CO	4082647-00	BRIDGE MAINT - MAJ ST	93.76
STANDARD ELECTRIC CO	4082507-00	MAINT - MAJ ST	5.62
STANDARD ELECTRIC CO	4082161-00	MAINT - PARKS	15.55
STEPHANIE COUTURE	091123	BAND SHELL DEPOSIT REFUND	200.00
TELEFLEX LLC	9507393440	SUPPLIES - EMS/DISP	3,367.00
TEMPEST ENTERPRISES LLC	8380	LIFT STATION ALARMS	6,247.47
THE ROSSOW GROUP	101123-4	COURSE REGISTRATION - POL	175.00
THUNDER BAY ELECTRIC INC	233268	MAINT - LIGHTS	623.50
THUNDER BAY ELECTRIC INC	233220	MAINT - PARKS	700.60
TOTAL FIRE PROTECTION INC	12486825	MAINT - DPW	325.00
TRACTOR SUPPLY CREDIT PLAN	200156248	SUPPLIES - DPW	23.97
TRANSUNION RISK AND ALTERNATIVE	200116-202308-1	SUBSCRIPTION - POL	75.00
VEOLIA WATER CONTRACT OPERATIONS	9000114097	CONTRACT OPERATIONS 08/23	29,054.74
VERIZON WIRELESS	9944054439	CELL PHONES	449.91
VERIZON WIRELESS	9944054440	CELL PHONES/IPADS	3,383.49
VISA/ELAN FINANCIAL SERVICES	0572 09/23	LODGING/MEALS - POL	709.74
VISA/ELAN FINANCIAL SERVICES	0336 09/23	SUPPLIES/TRACKER - FIRE/EMS	747.90
VISA/ELAN FINANCIAL SERVICES	4688 09/23	LODGING/ERROR/PERMIT - INSP	213.20
VISA/ELAN FINANCIAL SERVICES	4503 09/23	MAINT/SEC CAM/SUPP - IT	477.25
VISA/ELAN FINANCIAL SERVICES	5087 09/23	SUPPLIES/MAINT - CM/IT	17.94
VISA/ELAN FINANCIAL SERVICES	3610 09/23	SUPPLIES/COMM PROMO/FEES - DDA	171.97
WALMART-CAPITAL ONE	7758 08/23	SUPPLIES - CEM	8.97
WALMART-CAPITAL ONE	8301 08/23	SUPPLIES - FIRE/EMS	57.31
WELLS FARGO	5026583019	COPIER LEASE - DDA	72.13
WEST SHORE FIRE INC	30834	TURNOUT GEAR - FIRE/EMS	26,554.25
WEST SHORE FIRE INC	30857	VEH MAINT - AMB	696.24
WEX BANK/SPEEDWAY	91624889	GAS/FUEL - POL/FIRE/EMS/EQ/VEOLIA	16,195.52

**Total: 189,788.99**

CHECK RAN ON 09/12/23 - TAX REFUND (BREAKDOWN ATTACHED) 9,532.82

CHECKS RAN ON 09/14/23 (BREAKDOWN ATTACHED) 25,374.09

**TOTAL FOR 09/18/23 COUNCIL MEETING 224,695.90**



**INVOICE REGISTER**

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EXP CHECK RUN DATES 09/12/2023 - 09/12/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

<b>VENDOR</b>	<b>INVOICE #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
TATT HOLDINGS & HALLAHAN & ASSOC	09/12/2023	2023 Sum Tax Refund 093-657-000-242-00	7,864.84
TATT HOLDINGS & HALLAHAN & ASSOC	09/12/2023	2023 Sum Tax Refund 093-657-000-225-00	586.27
TATT HOLDINGS & HALLAHAN & ASSOC	09/12/2023	2023 Sum Tax Refund 093-657-000-113-00	225.14
TATT HOLDINGS & HALLAHAN & ASSOC	09/12/2023	2023 Sum Tax Refund 093-657-000-080-00	600.55
TATT HOLDINGS & HALLAHAN & ASSOC	09/12/2023	2023 Sum Tax Refund 093-657-000-112-00	256.02
<b>Total:</b>			<b>9,532.82</b>

**INVOICE REGISTER**

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EXP CHECK RUN DATES 09/14/2023 - 09/14/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

<b>VENDOR</b>	<b>INVOICE #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ALPENA POWER COMPANY	091423	ELECTRIC	21,623.04
DTE ENERGY	091423	NATURAL GAS	3,751.05
		<b>Total:</b>	<b>25,374.09</b>

# Memorandum



**To:** Mayor Waligora and Municipal Council  
**From:** Anna Soik, City Clerk/Treasurer/Finance Director AS  
**Date:** September 14, 2023  
**Re:** Policy No. 62, Inspection of Real Property

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Attached is a policy that the Assessor, Allan Berg, has requested you to consider for adoption.

**Recommended motion:** Adopt Council Policy Statement No. 62, Inspection of Real Property.

Thank you kindly.

CITY OF ALPENA  
COUNCIL POLICY STATEMENT

General Subject:	Inspection of Real Property	Policy No.	<u>62</u>
		Date Issued	<u>Sept. 18, 2023</u>
		Effective Date	<u>Sept. 19, 2023</u>

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Copies to: City Council, City Manager, City Attorney, Assessor, File.

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The City of Alpena desires to implement and maintain a property inspection program to have accurate property record cards for property tax purposes to the best of their ability.

The City of Alpena has developed a systematic program to inspect all properties within the municipality within an approximate 5-year timeframe. The property inspections would generally rotate each parcel on a 5-year basis.

As provided by the State Tax Commission's policy on "Supervising Preparation of the Assessment Roll" and more specifically, item no. 10 requires a 'record of site visits to individual parcels'; the municipality desires to ensure such a system is in place to record site visits on a routine basis to comply with this policy.

To: Members of the MML Liability & Property Pool  
From: Michael J. Forster, Fund Administrator  
Date: September 11, 2023  
Subject: Pool Director Election

Dear Pool Member:

Enclosed is your ballot for this year's Board of Directors election. Three (3) incumbent Directors have agreed to seek re-election. You may also write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than November 10<sup>th</sup>. Alternately, you may complete your ballot online:

Go to [www.mml.org](http://www.mml.org). At the top of the page, hover over *Programs & Services* and select *Risk Management* from the drop-down list. Next, look for the *Jump To* panel and select *Liability & Property Pool*. The ballot link is on the next page, in the *Jump To* panel, under *Online Forms*.

The MML Liability & Property Pool is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Pool, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster  
Pool Administrator  
[mforster@mml.org](mailto:mforster@mml.org)

We love where you live.



1877. The first of the year was a very dry one, and the crops were much injured. The weather was very hot, and the crops were much injured. The weather was very hot, and the crops were much injured.

The second of the year was a very wet one, and the crops were much injured. The weather was very hot, and the crops were much injured.

The third of the year was a very dry one, and the crops were much injured. The weather was very hot, and the crops were much injured.

## THE CANDIDATES

### Three-year terms beginning January 1, 2024



**George Bosanic, City Manager, City of Greenville**

George has nearly 35 years of experience as a municipal official with over 30 years serving as the city manager of the City of Greenville. George has served in leadership roles on numerous local boards and commissions over the years and is a past board member of the MML Workers' Compensation Fund Board. He is a member of the Michigan Local Government Management Association and International City Management Association. George is seeking re-election to his second term.



**Sue Osborn, Mayor, City of Fenton**

Sue has over thirty-eight years of experience as a municipal official, serving as mayor of the City of Fenton for the last twenty-five. She was appointed to Fenton's city council in 1985 and has been a continuous member since that time. Previously, she was a member of the Planning Commission from 1978-1985. Sue is a member of the Michigan Association of Mayors, a member of the National League of Cities and serves as Vice-Chair of the FAIR (Finance, Administration and Intergovernmental Affairs) for the National League of Cities. She is also active in several local and regional civic organizations. Sue is seeking re-election to her fourth term.



**David Post, Village Manager, Village of Hillman**

Dave has more than twenty-eight years' experience as a municipal official, serving as the manager in the Village of Hillman. Dave is a past member of the Michigan Municipal League Board of Trustees and several MML committees. He is currently a member of the Northeast Michigan Council of Governments board and is active in several local and regional civic organizations, including the Communities First Fund (chair), the Hillman Community Radio board and the Wheels Car Club. Dave is seeking re-election to his fourth term.



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

## PROCLAMATION

**WHEREAS**, October 2023 is National Breast Cancer Awareness Month; and

**WHEREAS**, National Breast Cancer Awareness Month is a platform for educating women about the importance of early detection of breast cancer through mammography and other methods; and

**WHEREAS**, an estimated 297,790 new cases of breast cancer will be diagnosed in American women during 2023, and about 43,700 women will die this year from the disease; and

**WHEREAS**, detection of breast cancer at an early stage greatly improves the chances for successful treatment and survival; and

**WHEREAS**, the Zonta Club of Alpena remains dedicated to educating and empowering women to take charge of their own breast health and have organized the 17<sup>th</sup> Annual Zonta Walks for Women 5K Run/Walk for Saturday, October 7, 2023.

**NOW, THEREFORE**, I, Matthew Waligora, by virtue of the authority vested in me as Mayor of the City of Alpena, **DO HEREBY PROCLAIM**, October 2023 as:

### BREAST CANCER AWARENESS MONTH

in Alpena and encourage all area citizens to take part and be aware of this occasion in our community.

Signed at Alpena, Michigan this 18<sup>th</sup> day of September 2023.

A handwritten signature in blue ink, appearing to read "Matthew J. Waligora", is written over a horizontal line.

Matthew J. Waligora  
Mayor





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

## PROCLAMATION

**WHEREAS**, with September being recognized as "Suicide Awareness Month," the National Suicide Prevention & Action Month Proclamation was created to raise the visibility of mental health and proactive suicide prevention resources in our community. We also want to start the conversation, destigmatize it, and help connect people with the appropriate support services; and

**WHEREAS**, according to the American Foundation for Suicide Prevention (A.F.S.P.), suicide is the second leading cause of death among individuals between the ages 10 and 34 with more than 48,000 people dying by suicide annually in the United States; and

**WHEREAS**, according to Hope For The Day (H.F.T.D.), with an average of 132 suicides completed daily and each one directly impacting 100 additional people, including friends, service members, family, social media connections, and neighbors we can safely assume everyone has been impacted by suicide; and

**WHEREAS**, the City of Alpena, Michigan publicly places its full support behind those who work in the field of mental health, education, law enforcement, and emergency response; and

**WHEREAS**, the City of Alpena has launched Suicide Prevention Awareness activities for its staff including videos, special dress down for charity days, and a yellow ribbon campaign during the month of September; and

**WHEREAS**, we encourage all residents to take time to understand mental health through education and recognize that we need to take care of our mental health while we take care of each other.

**NOW, THEREFORE**, I, Matthew J. Waligora, by virtue of the authority vested in me as Mayor of the City of Alpena, **DO HEREBY PROCLAIM** September 2023 as:

### **National Suicide Prevention & Action Month**

in the City of Alpena and encourage all area citizens to take part and be aware of this occasion in our community.

Signed at Alpena, Michigan this 18<sup>th</sup> day of September 2023.

Matthew J. Waligora  
Mayor



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

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## *Planning, Development, & Zoning*

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**To:** Alpena Municipal Council  
**From:** Montiel Birmingham, Director  
**cc:** Rachel Smolinski, City Manager  
**Date:** August 30, 2023  
**RE:** Bingham Apartments PILOT - 555 South 5th Ave.

In the fall of 2019 Hope Network submitted a request to utilize the property located at 555 South 5th Ave. for senior independent living apartments. The property was rezoned at that time from R-2 to PUD and site plans were approved.

The project was also granted a PILOT at a rate of 4% via Ordinance 21-463; the ordinance specifies that construction of the housing development must commence no later than January 31, 2023. Due to the complexity of lining up all levels of financing for the project, Hope Network was given an extension in February 2023 to start construction by June 30th, 2023. Lining up documentation of funding to close on the project has taken longer than expected and construction has not commenced.

Hope Network has advised that they are intending to close on the property in the next 6-8 weeks and requests an extension for construction. In addition, during MSHDA's review of the project, it was recommended to update the verbiage on the PILOT related to the 25 year term; staff discussed this with MSHDA and is comfortable with the updated language.

It is my recommendation that City Council approve Hope Network's request to extend the construction timeline from June 30, 2023 to no later than December 31, 2024 and to also update the 25-year term language.

**Recommended Motion:** Move to amend Section 86-99 of Chapter 86 Taxation, Article V Bingham School Tax Exemption, to extend the date the development to December 31, 2024 and update the term language.



**ORDINANCE NO. 23-495**

AN ORDINANCE OF THE CITY OF ALPENA, MICHIGAN, AMENDING CHAPTER 86 – TAXATION; ARTICLE V – BINGHAM SCHOOL TAX EXEMPTION, BY AMENDING SEC. 86-99 DURATION

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

Chapter 86 – TAXATION, Article V. Bingham School Tax Exemption

Section 86-99. Duration shall be amended as follows:

This article shall remain in effect and shall not terminate for so long as the project remains subject to LIHTC restrictions, but not to exceed 25 years; provided that construction of the housing development commences no later than December 31, 2024.

**EFFECTIVE DATE**

THE PROVISIONS OF THIS ORDINANCE SHALL TAKE EFFECT TEN (10) DAYS AFTER PUBLICATION.

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 \_\_\_\_\_ 2023.

\_\_\_\_\_  
Matthew J. Waligora  
Mayor

\_\_\_\_\_  
Anna Soik  
City Clerk/Treasurer/Finance Director

First Presented: September 5, 2023  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
William A. Pfeifer, City Attorney

# Memorandum



**To:** Mayor Waligora and Municipal Council  
**From:** Anna Soik, City Clerk/Treasurer/Finance Director *AS*  
**Date:** September 12, 2023  
**Re:** Establishment of the Early Voting Polling Location

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Attached is a resolution for your consideration and approval.

**Recommended motion:** Move to approve Resolution No. 2023-14 which establishes the early voting polling location.

Thank you much.

**City of Alpena**

**RESOLUTION NO. 2023-14**

**RESOLUTION TO ESTABLISH THE EARLY VOTING POLLING LOCATION**

**WHEREAS**, the voters in the State of Michigan, on November 8, 2022, approved the passage of Proposal 22-2, which in part, gives registered voters the right to cast a ballot in every State and Federal election in person at an early voting site prior to Election Day, beginning with the presidential primary in 2024; and

**WHEREAS**, Proposal 22-2 requires that early voting sites must be open for a minimum of (9) consecutive days beginning on the second Saturday before the election and ending on the Sunday before the election, for at least eight (8) hours each day; and

**WHEREAS**, the Secretary of State requires that all early voting dates and times be posted sixty (60) days prior to every election; and

**WHEREAS**, the City Clerk recommends that the early voting polling location for all City of Alpena registered voters be held at City Hall, 208 N. First Avenue, Alpena, Michigan 49707, as it meets all polling place requirements set forth in Proposal 22-2.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Alpena Municipal Council establishes the early voting polling location as City Hall, 208 N. First Avenue, Alpena, Michigan 49707, for registered voters in the City of Alpena.

Councilmember \_\_ moved to adopt the above resolution, seconded by\_\_.

Ayes:

Nays:

Absent:

Resolution declared \_\_.

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 on September 18, 2023.

Anna Soik  
City Clerk



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

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DATE: September 14, 2023  
TO: Alpena City Council  
COPY: Rachel Smolinski, Alpena City Manager  
Anna Soik, City Clerk/ Treasurer/ Finance Director  
FROM: Anne Gentry, Downtown Development Authority (DDA)  
RE: DDA Boundary Expansion & 2023 Downtown Development Authority Amended and Restated  
Downtown Development Authority Development and Tax Incremental (TIF) Financing Plan

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Dear City Council Members,

At their September 12, 2023 meeting, the Alpena County Commissioners approved a 30-year financial commitment to support the DDA Boundary Expansion. In February 2023, they opted out of the capture of their associated millages (county operating, recreation, ambulance, jail, veterans). This agreement was approved in place of a tax capture. They have agreed to contribute **\$129,166 in the first two years each** (using funds from the American Rescue Plan Act), and then **\$4,166 each year for the duration of the 30-year plan**. The 30-year total (\$374,980) is based on what the forecasted capture of their operating millage would have been. The Interlocal Agreement that was approved by the County is attached to this memo.

These funds will be used to support investments and projects as outlined in the Amended and Restated Development & TIF Plan with the intent to: correct and prevent deterioration within business districts, promote economic growth and revitalization, and encourage commercial revitalization and historic preservation. We will need to discuss how to exactly budget out the first two years' funds; however, it is our intention to have some funds available in the beginning for Façade Grants and other projects, while keeping some funds available for the future.

The next steps are to **adopt two ordinances** that would put the expanded boundary into effect and adopt the updated Development & TIF Plan. The ordinances will need a first and second reading:

- 2023 City of Alpena Amended and Restated Downtown Development Authority Development and Tax Increment Financing Plan Ordinance
- 2023 Boundary Expansion of the City of Alpena Downtown Development Authority Ordinance

We are waiting for a few more items of documentation and plan for a **first reading at the October 2 Council Meeting**.

This expansion will further the positive development and growth of two key corridors in the City: Chisholm Street (US-23) and North Second Avenue. Through the expansion, properties in this expanded district will be able to access funds for property renovation and business expansion through the Michigan Economic Development Corporation (MEDC). There are numerous buildings in these corridors that could desperately use these funds for renovation and repair.

Businesses and properties within these expanded areas will also be able to participate in existing DDA programs, such as our Façade Grant program, Fresh Waves mural project, marketing campaigns,



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promotional events, and more. Stakeholders in the expanded district have been overwhelming supportive of the expansion and are excited about being included in the DDA district, realizing the opportunities it provides for economic development, property renovation, business expansion, marketing opportunities, beautification, and more.

There are some residential parcels still in the expanded area along Chisholm St and North Second Ave. All residential parcels along River St have been removed. We plan to allow residential parcels owners to receive a reimbursement for the 1.98 special assessment levied, should they choose to do so. This allows them to benefit from the DDA's activities but not be burdened with an additional tax. Similarly, if those parcels ever sell and become commercial in use, we will not have to re-expand the boundary to add those parcels into the DDA. The majority of residential parcels in the expanded area are along Chisholm St and are legal-nonconforming parcels within the Commercial Corridor District (CCD) zone, which was designed to accommodate office and retail.

As you know, the DDA is a long-term investment in the community and an important tool to encourage redevelopment. The growth and revitalization we have seen in our current district is a result of the efforts that were made decades ago—and the commitment the City made to its revitalization.

We appreciate your support of these efforts to create a vibrant, walkable downtown that encourages community investment and pride.

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

Anne Gentry, Executive Director

## **INTERLOCAL AGREEMENT**

This Interlocal Agreement is made by and between the County of Alpena (hereinafter "County") and the City of Alpena (hereinafter "City").

### **Recitals**

Whereas, the County and the City are local government units as defined in Section 2 of 1967 P.A. 7, Extra Session, known as the Urban Cooperation Act of 1967, MCL 124.501 *et seq.* (hereinafter "Act"); and

Whereas, pursuant to Section 5a of the Act, the County and the City may enter into an interlocal agreement for the sharing of all or a portion of revenue derived by and for the benefit of a local governmental unit entering into that agreement, which revenue results from the levy of general ad valorem property taxes or specific taxes levied in lieu of general ad valorem property taxes upon any property; and

Whereas, the City will adopt an expanded 2023 Development Plan and Tax Increment Financing Plan (the "Plan"). The Plan permits the Alpena Downtown Development Authority (DDA) to capture incremental tax revenues attributable to increases in values of the real and personal property located within the approved development district. A map of the approved development district is attached as Exhibit A; and

Whereas, it is anticipated that the enhancement of values in the district, and the values of nearby properties, will indirectly benefit all local governmental units, including the County, both during and after the completion of the Plan, and

Whereas, the County "opted out" of the Plan, but agrees to participate as detailed herein, as authorized by Section 5a of the Act.

### **Terms**

1. The Plan shall remain active for thirty (30) years, beginning in 2023 and ending on December 31, 2053.
2. During the period of the Plan, the County shall contribute according to the table laid out in Exhibit B.
3. Funds shall be used for activities as outlined in the 2023 Downtown Development & Tax Increment Financing Plan with the purpose to:
  - Correct and prevent deterioration within business districts
  - To promote economic growth and revitalization
  - To encourage commercial revitalization and historic preservation



4. The County Commissioners may choose to appoint a representative to serve on a Committee of the DDA and may recommend a person to City Council for appointment to the DDA Board of Directors.

#### Review of Agreement

5. This agreement may be terminated or rescinded by a referendum of the residents of either the County or the City not more than 45 days after the approval of the agreement by the governing body.
6. At year ten (10), if the taxable value of the expanded DDA district (as shown in blue in Exhibit A) has not increased to the amount laid out in the TIF Forecast for year ten (10) (reflecting an forecasted 2% increase in value each year), the County re-evaluate its contribution for the proceeding ten (10) years.
7. At year twenty (20), if the taxable value of the expanded DDA district (as shown in blue Exhibit A) has not increased to the amount laid out in the TIF Forecast for year twenty (20) (reflecting a forecasted 2% increase in value each year), the County may re-evaluate its contribution for the proceeding ten (10) years.

Signed:

\_\_\_\_\_  
Alpena County

*Approved by Alpena County Commissioners on September 12, 2023*

\_\_\_\_\_  
Date

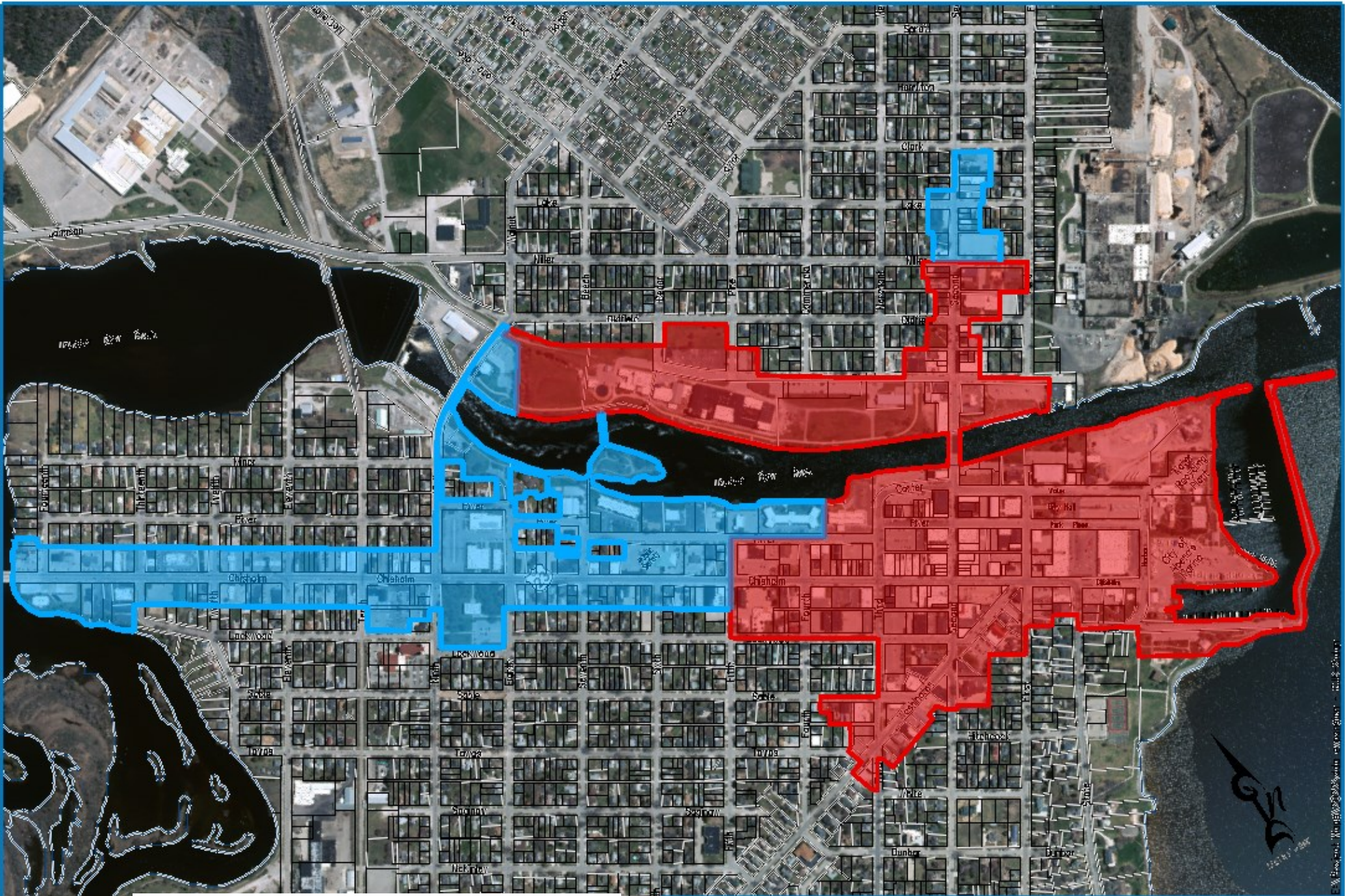
\_\_\_\_\_  
City of Alpena

\_\_\_\_\_  
Date

Exhibit B

<b>Year</b>	<b>County Contribution</b>
1	\$129,166
2	\$129,166
3	\$4,166
4	\$4,166
5	\$4,166
6	\$4,166
7	\$4,166
8	\$4,166
9	\$4,166
10	\$4,166
11	\$4,166
12	\$4,166
13	\$4,166
14	\$4,166
15	\$4,166
16	\$4,166
17	\$4,166
18	\$4,166
19	\$4,166
20	\$4,166
21	\$4,166
22	\$4,166
23	\$4,166
24	\$4,166
25	\$4,166
26	\$4,166
27	\$4,166
28	\$4,166
29	\$4,166
30	\$4,166
<b>TOTAL</b>	<b>\$374,980</b>





**Exhibit A**

Red = existing DDA district

Blue= proposed parcels to add to DDA

DDA Boundary Map  
Proposed Expansion Area

