

MINUTES  
City of Alpena Planning Commission  
Joint CIP Meeting (Council Chambers and Virtual)  
February 16, 2022  
Alpena, Michigan

**CALL TO ORDER:**

The special meeting of the Planning Commission and City Council was called to order at 5:02 p.m. by Paul Sabourin, Planning Commission Chairman.

ROLL CALL: PLANNING COMMISSION

PRESENT: Sabourin, Kostelic, Peterson, Bauer, VanWagoner, Gilmore (arrived at 5:23 pm), Boboltz (arrived virtually at 5:04 pm)

ABSENT: Wojda

STAFF: Rachel Smolinski (City Manager), Montiel Birmingham (Planning, Development, and Zoning Director), Kathleen Sauve (Recording Secretary), Anna Soik (Clerk), Steve Schultz (City Engineer), Shannon Smolinski (Engineering Assistant and Harbormaster), Charlie Kendziorski (Assistant City Engineer), Cassie Stone (Recording Secretary), Joel Jett (Police Chief), Bill Forbush (Fire Chief, appeared virtually), Anne Gentry (Executive Director of the Downtown Development Authority).

COUNCIL: Waligora, Johnson, Nowak, Mitchell, Walchak

ABSENT: None

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited.

BUSINESS: 2023-2028 Capital Improvement Plan (CIP) – See Appendix A - Birmingham explained the intent of the CIP and new flags added note if the item is tied to the City’s Master Plan. She explained the next steps in the process for Soik to review the CIP against the 2022-2023 Budget and that some projects may require some modifications based on where the budget comes in versus total costs within the CIP.

With no public comments after Birmingham’s introduction, Gentry explained that at the top of their list for the DDA is to do a review of their boundaries and do an update to their TIF plan of which they have received 75% funding through the MEDC, and it might be split between this fiscal year and the next fiscal year, depending on when they hit the key milestones. Other additions are to purchase new flower baskets and bike racks, alleyway improvements

downtown where there is no vehicular traffic to make them more pedestrian friendly useable space, Culligan Plaza updates depending on the timeline with the City, downtown parking modifications, and a historical plaque project.

Birmingham said the Planning department has three additions which are a Zoning Ordinance update with the help of Denise Kline through NEMCOG, the Thunder Bay River Center and public art.

Forbush said that the equipment fund needs to start planning for a new primary fire engine by 2027-2028, a new SEA-DOO water rescue personal watercraft that can withstand Thunder Bay conditions, and a new  $\frac{3}{4}$  ton 4X4 pickup to support vehicle capable of administrative and response use. They would like to purchase new exercise equipment from the general fund.

Jett said that of the new additions to the CIP, project one is to stay on track with the replacement of the patrol vehicles and project two is to purchase new 800 mHZ radios for the patrol vehicles. Project three is the replacement of conductive electrical weapons (tasers) and project four is to purchase new portable radar speed signs. Project five is a new radar traffic trailer and project six is to replace all body armor; all from the general fund for police.

Smolinski said that the top project is the Marina shop building rehabilitation which includes exterior improvements, electrical replacement, roof replacement, and storefront and shop floor replacement. Next is to replace the fixed docks with some being larger to accommodate the larger vessels which are becoming more prominent in our area and upgrading the utilities servicing the docks which includes electrical service and high efficiency lighting; both of which are part of the Master Plan and the marina fund. Third is the replacement of the utility pedestals to better accommodate boats that require 50-amp service. Another project is to make improvements to the bathrooms and, at the request of boaters, create a social gathering area at the marina. Next, coming from the building maintenance fund, at city hall, testing and balancing of the HVAC system which would pay for itself within a year and a half, rehab the interior of the building, new handrails and guardrails on exterior steps, Council Chambers ceiling repair, new windows, and exterior building rehab. The elevator is suggested to be replaced within the next five years. At the Public Safety building, they would like to upgrade to energy efficient lighting, replace the carpeting, repair the concrete around the exterior of the building, and refresh the landscaping around the building. Another large project is to remodel the kitchen and get more industrial kitchen appliances. Councilman Nowak requests that the kitchen remodel be moved up higher on the list due to its current condition.

Schultz explained that first on the list, IT would like to replace the phone system. Second is the BS&A conversion to the Cloud system, which would begin in the Planning, Development and Zoning department for permitting and code enforcement, and eventually work its way up through the rest of the departments. Third item on the list is to install internet or network access with a computer and cemetery software to the cemetery garage to better accommodate customer requests within the cemetery. Schultz also explained that they are investigating

shifting toward renting certain city vehicles rather than purchasing them which would provide a new fleet of equipment every year. In the Cemetery category, road resurfacing is high priority. In the Parks category, due to the popularity of the Splash Park being over double what had been anticipated, a new water recirculating system is being sought out to save on the cost of water. The cost recovery will realize itself within four years. The new public restroom project at Bay View will need to proceed within the next two years, as grant funding has been given. The project will mirror what is currently at Starlight Beach Park. Schultz explains that the Carter Street parking lot is at the top of the list for the Department of Public Works for a complete pulverizing and resurfacing as well as the City Hall parking lot. For Local Streets, the two new projects introduced were the Monroe Street special assessment for curb and gutter and the North Industrial Highway expansion of the existing roadway and utilities to accommodate new development within the property. Schultz explained that there are more in mind, but others pop up and they like to wait until the money is available to call out which ones need to be done at that time. From the Major Street fund, Schultz explains mostly preventative maintenance needs to be done. All the new projects consist of the work being done to the bridges as determined by past inspection reports. In the Sewer Fund category, the North Second Avenue project is still in there in hopes of obtaining a grant this coming year. At the Water Recycling Plant, there are several new requests as highlighted in Appendix A – the final draft of the CIP. Schultz states that all new projects in the Water fund mirror the new projects in the Sewer fund. For the Water Production fund, the top new item is the new liquid fluoride injection system. Due to lack of powdered fluoride supply, this may be the route that they need to go. He explains that both treatment plants are very old, and the other items on the list are items that are worn out and need to be replaced.

Birmingham explained the long-range projects which were broken out separately in the CIP. The majority of the River Center project would be from grant money, but it is being included in the CIP for reference due to the City's relationship with the River Center. Schultz explained that under Major Street Construction fund for the long-range CIP, the Second Avenue bridge is listed as a result of reviewing inspection reports. It does not have to be done right away, but it has to be out there, and they wanted to show it. He said the Eleventh Avenue project is staying in the long range for now. Smolinski said the Marina Mixed Use Building is in the long range, with hopes to hold events in during warmer months, and storage in the winter months. The generator transfer switch replacement is in the long range because it has experienced several issues in the last few years and is recommended for replacement.

VanWagoner motions to approve the CIP as drafted and presented by the City of Alpena staff.

Bauer seconded the motion to approve.

Motion approved by a vote of 6-0.

ADJOURNMENT: With there being no further business, the meeting was adjourned at 6:19 p.m., by Sabourin, Planning Commission Chairman.

---

Steve Gilmore, Secretary