

Approved Minutes of the Special Board Meeting
Alpena Community College Board of Trustees
July 31, 2023
665 Johnson Street, Alpena, MI 49707

On Monday, July 31, 2023, the Alpena Community College Board of Trustees held a special meeting in the Roger C. Bauer Board Room, 400 Natural Resources Center.

The meeting began at 8:00 a.m. Trustees present in person for the regular meeting: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent trustees: none.

Also present in person: ACC President Dr. Don MacMaster, Board Secretary Denis “Jay” Walterreit.

Chairman Briggs led the Pledge of Allegiance.

Approval of Agenda

Trustee Stibitz made the following motion:

I move to amend the agenda to add a closed session pursuant to MCL 15.268(1)(h) to consider an attorney-client privileged written memorandum that is exempt from disclosure pursuant to MCL 15.243(1)(g). This addition to the agenda should be added to the agenda under Section 7, New Business.

Trustee Townsend seconded the motion. Ayes: 7. Nays: 0. Motion was approved.

Trustee Townsend then moved to approve the amended agenda; the motion was seconded by Trustee Duncan. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person or via Webex were: Chief Eric Hamp, Alpena Police Department; Temi Fadayomi, the Alpena News; Karen Bennett, ACC attorney; Nick Brege, ACC administration; Dawn Stone, ACC administration; Kerrie Kamyszek, ACC staff; Lexi Young, ACC staff; Paige Gordier, ACC administration; and Andrew Paad, ACC faculty.

No public comments were given.

Action Items

2.880 Bids: Manufacturing and Welding Equipment

The following resolution was proposed by Trustee Hilberg and seconded by Trustee Townsend:

| Equipment | Vendor | Cost |
|--|---|--------------|
| TIG and MIG Welders | Airgas-Alpena, Alpena, MI | \$84,325.00 |
| CNC Vertical Machining Center | Gerotech, Flat Rock, MI | \$69,416.75 |
| CNC Vertical Machining Center with Robot | Gerotech, Flat Rock, MI | \$116,093.75 |
| CNC Plasma Cutting Table | Messer Cutting Systems, Menomonee Falls, WI | \$103,917.00 |

The Alpena Community College Board of Trustees authorizes College officials to purchase welding and manufacturing equipment as outlined above.

Ayes: 7. Nays: 0. Motion approved.

2.881 Approval of Mortgage for the Center for Manufacturing Excellence Project

The following resolution was proposed by Trustee Hilberg and seconded by Trustee Gentry:

NOW, THEREFORE, BE IT RESOLVED BY THE ALPENA COMMUNITY COLLEGE THAT:

1. The College hereby authorizes and approves the terms of the Agreement and Mortgage attached as Exhibit A in favor of the EDA.
2. The College hereby authorizes any one of the two of the following then seated officers of the College: John Briggs, Chair of the Board of Trustees, and Dr. Donald C. MacMaster, Alpena Community College President, (each an “Authorized Officer”) are hereby authorized and directed to execute and deliver the Agreement and Mortgage in substantially the form attached as Exhibit A, for and on behalf of the College.
3. The Authorized Officers are severally authorized and directed to take or cause to be taken all other actions, including, without limitation, signing certificates, documents or other instruments, each on behalf of the College as they deem necessary or desirable under the circumstances, subject to approval by the College’s legal counsel, to accomplish the purposes of the transactions authorized in this Resolution.
4. The College further authorizes its attorneys, Wenzel Bennett & Harris, P.C., to record and deliver the executed mortgage to the EDA and to issue a legal

opinion of counsel certifying that the Mortgage was properly executed and recorded; that it creates a valid and enforceable first-priority lien in favor of EDA; and that the Mortgage runs with the land and binds the current owners and its successors in title in and to the property.

5. This resolution shall be effective immediately upon its adoption.

A roll-call vote was taken.

| | |
|----------|-----|
| Briggs | Aye |
| Duncan | Aye |
| Gentry | Aye |
| Hilberg | Aye |
| Stender | Aye |
| Stibitz | Aye |
| Townsend | Aye |

Ayes: 7. Nays: 0. Motion approved.

Board Discussion

Trustee Stibitz mentioned the MCCA summer conference held July 26-28 in Traverse City and presented Chairman Briggs with years of service pins from the MCCA awards ceremony; she added that the award ceremony was very nice.

New Business

Trustee Stibitz made the following motion:

I move to enter a closed session pursuant to MCL 15.268(1)(h) to consider an attorney-client privileged written memorandum that is exempt from disclosure pursuant to MCL 15.243(1)(g).

Trustee Duncan seconded the motion. A roll-call vote was taken.

| | |
|----------|-----|
| Briggs | Aye |
| Duncan | Aye |
| Gentry | Aye |
| Hilberg | Aye |
| Stender | Aye |
| Stibitz | Aye |
| Townsend | Aye |

Ayes: 7. Nays: 0. Motion approved.

Audience members left the Board Room and Secretary Walterreit secured the doors and elevator.

Minutes of the Closed Session

The minutes of the closed session were recorded in a separate document and will be retained by the board secretary for the amount of time stipulated in the Open Meetings Act, 15.267, Sec. 7(2):

“A separate set of minutes shall be taken by the clerk or the designated secretary of the public body at the closed session. These minutes shall be retained by the clerk of the public body, are not available to the public, and shall only be disclosed if required by a civil action filed under section 10, 11, or 13. These minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.”

Trustee Hilberg left the meeting at approximately 8:55 a.m.

Regular Meeting Resumes

At approximately 9:38 a.m. Trustee Stender made a motion to end the closed session and resume the open session; Trustee Gentry seconded the motion. Ayes: 6. Nays: 0. The motion was approved and the closed session ended. Chairman Briggs then called for a short recess while Secretary Walterreit unlocked the Board Room doors and elevator and notified any remaining audience members. The regular meeting resumed at approximately 9:41 a.m.

Trustee Gentry then made the following motion:

2.882 Authorization of Legal Counsel to Take Action on Behalf of the President and Trustees

I move to authorize our legal counsel to take action on behalf of the president and any board member pursuant to the legal recommendations made during the closed session.

Trustee Townsend seconded the motion. Ayes: 6. Nays: 0. Motion approved.

Trustee Stender then made the following motion:

2.883 Appointment of Board Secretary as Parliamentarian

I move that the Board appoint the Board Secretary as a parliamentarian for all future meetings of the Board.

Trustee Gentry seconded the motion. Ayes: 6. Nays: 0. Motion approved.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting is scheduled for August 17, 2023, at 7:00 p.m. The meeting is scheduled to be held in person in Room 400 of the Charles R. Donnelly Natural Resources Center. Virtual attendance will be available through Webex.

Adjournment

The special meeting was adjourned at approximately 9:48 a.m.

Respectfully submitted by
Denis J. Walterreit,
Secretary of the Board of Trustees
(989) 358-7215