

MICHIGAMME TOWNSHIP

William Seppanen, Supervisor
Neil Hanson, Clerk
Nicole Haskett, Treasurer

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MICHIGAMME TOWNSHIP
SPECIAL BOARD MEETING
COMMUNITY BUILDING BOARD ROOM
WEDNESDAY, MARCH 23, 2022

Immediately following the Public Hearing at 6:30 pm

MINUTES

ATTENDANCE: Board Members: William Seppanen, Nicole Haskett, Neil Hanson, Donald DeRoche, Julia Anderson-Leake
Absent: None.
Guests: Deborah Kinnunen, Ruth Starr, Nancy Ferro, Kathy Hanson

- I. CALL TO ORDER – Seppanen called the meeting to order at 7:27 pm
- II. ROLL CALL – Hanson called the roll – Treasurer Haskett, Supervisor Seppanen, Trustee DeRoche, Clerk Hanson, Trustee Anderson-Leake are present. There is a quorum.
- III. PLEDGE OF ALLEGIANCE – Recited.
- IV. APPROVAL OF AGENDA – Seppanen added the following items to the agenda under #IX. New Business 1. Assign Trustee DeRoche to assist Clerk Hanson on street signs. 2. Approval of bathroom addition in garage. 3. Approval of Budget Adjustment Resolution. Haskett moved and Anderson-Leake seconded the motion to approve the agenda with the additions. 5 Ayes. 0 Nays. Motion carried.
- V. PUBLIC COMMENT – Seppanen called for public comment. None.
- VI. BOARD COMMENT – Seppanen called for Board comment. None.
- VII. APPROVAL OF THE 2022-23 TOWNSHIP BUDGET – After the appropriate public hearing was held at 6:30 pm March 23, 2022, to allow for public comment, Seppanen presented the proposed fiscal year 2022 – 2023 Budget for the General Fund, Community Building Fund, Fire Fund, Sewer Fund, Road Fund and Downtown Development Fund along with a Budget Narrative. Seppanen moved to approve the proposed fiscal year 2022 – 2023 budgets with discussed changes for all the funds presented with Hanson seconding the motion. Roll Call: Seppanen, Aye, DeRoche, Aye, Hanson, Aye, Anderson-Leake, Aye, Haskett, Aye. 5 Ayes. 0 Nays. Motion carried.
- VIII. HIRE ZONING ADMINISTRATOR – Seppanen stated that he and Jan Anderson interviewed Erin Stratton for the position of Zoning Administrator with a salary of \$600 per month and mileage from the Hall to site visits. Anderson-Leake asked if she knows that the Township requires on-site visits rather than using google earth. Ms. Stratton states it is necessary to conduct an actual on-site visit before and after construction begins. Anderson-Leake asked if she is strong enough to enforce the blight ordinances and Seppanen stated he felt she is. Seppanen added that she has very good people skills and communication skills. Ms. Stratton wants to have office hours on Thursdays from 10 am to 1 pm and wants to have any necessary training paid. Space will be made available to her in the Board room. The Board wishes that the person filling this role be devoted to Michigamme Township only. Ms. Stratton will be exclusively Michigamme Township’s Zoning Administrator. Seppanen moved to hire Erin Stratton for Zoning Administrator and Enforcement Officer with Hanson seconding the motion. Anderson-Leake stated that it sounds like all the right questions were asked during the interview. Roll Call: DeRoche, Aye, Hanson, Aye, Anderson-Leake, Aye, Haskett, Aye, Seppanen, Aye. 5 Ayes. 0 Nays. Motion carried. Seppanen mailed Jason McCarthy an official termination letter.

IX. NEW BUSINESS

1. ASSIGN TRUSTEE DEROCHE TO ASSIST CLERK HANSON ON STREET SIGNS – Seppanen stated he would like DeRoche to assist Hanson on getting the street signs purchased. The February 28th deadline for receipt of bids passed with no bids received. Hanson stated he called the three solicited bidders today and two will respond by Friday or Monday. Anderson-Leake stated that the local sign companies make them in-house so it shouldn't take them long to produce them. DeRoche stated he would help Hanson in determining the selection of the sign specifics, such as the size of the poles, etc. The Board wants the street signs to be installed by July 1, 2022, because of the sesquicentennial celebration in town. Debbie will print the list off again for DeRoche. Anderson-Leake stated that you will need to stay on top of communicating with the bidders.
2. APPROVE BATHROOM ADDITION IN GARAGE – Seppanen stated that this item was included in the 2022-2023 budget and scored in the Capital Improvement Plan for this coming fiscal year, but it had not been voted on by the Board yet. The cost is estimated to be \$6,200 and will help keep the building bathrooms clean. The plumbing and water hook-ups are already in place in the garage. Anderson-Leake moved to approve the addition of an ADA compliant bathroom in the garage with Hanson seconding. Roll Call: Hanson, Aye, Anderson-Leake, Aye, Haskett, Aye, Seppanen, Aye, DeRoche, Aye. 5 Ayes. 0 Nays. Motion carried.
3. BUDGET ADJUSTMENT RESOLUTION – Seppanen stated that additional budget adjustments are needed to the 2021-2022 fiscal year as presented for the General, Community Building and Fire Funds. Haskett moved to approve the budget adjustment resolution as presented with Seppanen seconding. 5 Ayes. 0 Nays. Motion carried.

X. PUBLIC COMMENT – Seppanen called for public comment. None.

XI. BOARD COMMENT – DeRoche – thanked the Board for including the zoning administrator contract and application copy in the Board packet. Seppanen stated that the Sesquicentennial Committee has received several sizable donations including Eagle Mine \$2000, WE \$1000, Range Bank \$250, Oberstar \$200, UPEA \$500, Mary Mercier \$750, Steve Lund \$750 to fund the dance, Cleveland Cliffs, Inc. \$500, LMPO \$150, Moose Country Lodges \$100. Seppanen added that the Committee also received several gift cards from various businesses. The list of donors is on the website along with the schedule of events. Haskett stated that she is waiting for a signature to complete the Township credit card availability that can be used for the sesquicentennial also.

XII. ADJOURNMENT – Seppanen moved to adjourn the meeting with Haskett seconding. 5 Ayes. 0 Nays. Motion carried. Meeting adjourned at 7:59 pm.