

**MICHIGAMME TOWNSHIP**

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**MICHIGAMME TOWNSHIP BOARD MEETING**

**MONDAY, JANUARY 9, 2023—6:00 PM**

**MINUTES**

ATTENDANCE: BOARD MEMBERS: Rhonda Boshears, Neil Hanson, Nicole Haskett, Julia Anderson-Leake, Donald DeRoche

GUESTS: KATHI HANSON, WILLIAM SEPPANEN, NANCY FERRO, BETH KEONIG, TIM KEOHANE, LINDA KEOHANE, LAURA MATTSON, IRENE DEROCHE

**1: CALL TO ORDER:** BOSHEARS CALLED MEETING TO ORDER AT 6:00 PM

**2: ROLL CALL:**

CLERK HANSON - **PRESENT**

SUPERVISOR BOSHEARS - **PRESENT**

TREASURER HASKETT - **PRESENT**

TRUSTEE DEROCHE - **PRESENT**

TRUSTEE ANDERSON-LEAKE - **PRESENT**

**3. PLEDGE OF ALLEGIANCE** - RECITED

**4. CHANGES OR ADDITIONS TO THE AGENDA:**

HASKETT MOTIONED TO MOVE THE DECEMBER 12<sup>TH</sup> BOARD MEETING MINUTES TO NEW BUSINESS FOR CORRECTIONS

LEAKE MOTIONED TO MOVE THE PLANNING COMMISSION APPOINTMENT TO #7 IN OLD BUSINESS TO ALLOW THE PLANNING COMMISSION CHAIR TO HAVE ~~A THEIR~~-SAY BEFORE ~~THEY MUST LEAVE~~ LEAVING. HASKETT SECONDED THE MOTION.

**HANSON -AYE , BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION CARRIED**

**5. APPROVAL OF CONSENT AGENDA:**

A. AGENDA

B. DECEMBER 12<sup>TH</sup> BOARD MEETING MINUTES — MOVED TO NEW BUSINESS #5

C. DECEMBER 15<sup>TH</sup> BOARD MEETING MINUTES

D. TREASURER'S REPORT

E. BILLS TO BE PAID

HASKETT MOTIONED TO APPROVE THE CONSENT AGENDA WITH CORRECTIONS TO BE MADE TO DECEMBER 12<sup>TH</sup> MEETING MINUTES. DEROCHE SECONDED THE MOTION.

**HANSON -AYE , BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION PASSED**

**6. PUBLIC COMMENT (3 MINUTES):** NO PUBLIC COMMENT

**7. BOARD COMMENT:** NO BOARD COMMENT

**8. COMMITTEE REPORTS:**

- A. FIRE DEPARTMENT: THERE WAS ONE FIRE CALL THIS MONTH. THE FIRE DEPARTMENT RECEIVED A BID ON TWO FRONT TIRES FOR A TANKER TRUCK. THE FIRE DEPARTMENT'S NEW VOLUNTEERS ARE BEGINNING TRAINING STARTING JANUARY 17TH AND ~~CONTINUING UNTIL~~ ~~GOING TILL~~ JUNE.
- B. THE PLANNING COMMISSION IS GOING TO GET A NEW MEMBER ON JANUARY 12TH. THEY ARE FOCUSING ON THEIR BUDGET AND THE MASTER PLAN DURING THE WINTER. THEY ARE IN CONTACT WITH POSSIBLE CANDIDATES ~~ENTITIES ON~~ THE ZONING ADMIN/ORDINANCE ENFORCER POSITION.

**9. ANNOUNCEMENTS/CORRESPONDENCE:**

- a. PLEASE TURN IN ANY MEETING SCHEDULES FOR 2023
- b. INVOICES, REIMBURSEMENTS, MILEAGE, FIRE/EMS RUNS WERE REQUESTED TO BE IN BY THE TUESDAY BEFORE A TOWNSHIP MEETING.
- c. BOARD OF REVIEW TRAINING WILL BE FEBRUARY 7TH FROM 10AM - 4PM IN HOUGHTON OR DONE ONLINE ON FEBRUARY 10TH FROM 1PM - 5PM
- d. MTA ANNUAL EXPO IS APRIL 20TH, 2023. IF ANYONE IS INTERESTED, TALK TO JEREMY TO REGISTER FOR IT.
- e. RESIGNATION LETTER - LYNN WERNER RESIGNS FROM THE DEPUTY SUPERVISOR POSITION
- f. LETTER FROM MUSEUM BOARD - MUSEUM BOARD CREATED A NONPROFIT CORP CALLED "FRIENDS OF THE MICHIGAMME COMMUNITY". ALL DONATIONS FOR MICHIGAMME MUSEUM, LIBRARY, AND PARKS ~~CAN~~ ~~WILL NEED TO~~ BE ADDRESSED TO THIS NONPROFIT CORPORATION.
- g. LETTER FROM JOHN S. JAMESON - NOTICE OF REFUSAL TO PAY USER FEE DURING JANUARY TO APRIL 2023.
- h. TIPPING FEES ARE GOING TO BE RAISED. THE AMOUNT IS NOT DETERMINED YET.
- i. WEST END SANITATION AUTHORITY HAS A NEW SCHEDULE. SCHEDULE WILL BE POSTED AND AVAILABLE IN THE OFFICE.
- j. LETTER FROM MUSEUM BOARD - THE MUSEUM IS REQUESTING THE TOWNSHIP WRITE A LETTER TO BE SENT TO THE PERSON WHO IS PARKING THEIR VEHICLES ON THE NORTH END THE PROPERTY BY THE INFORMATION CENTER.

**10. CONTINUED BUSINESS:**

- 1. FIRE HALL PROJECTS BUNDLE AND BIDS
  - a. THE TOWNSHIP RECEIVED A BID FROM A&F CONSTRUCTION. THIS IS CURRENTLY THE ONLY BID THE TOWNSHIP HAS RECEIVED. WITH THIS BID, AN ADDITIONAL ARCHITECTURAL DRAWING WILL BE NEEDED BEFORE THE CONSTRUCTION OF THE ADDITION TO THE FIRE HALL. THIS WOULD BE AN ADDITIONAL COST AND NOT INCLUDED IN THE BID.

LEAKE MOTIONED TO ACCEPT THE BID FROM A&F CONSTRUCTION WITH THE EXPECTATION OF A CHANGE ORDER FOR CRACK AND SEAL. HASKETT SECONDED THE MOTION.

**HANSON -NAY , BOSHEARS -NAY , HASKETT -AYE , DEROCHE -NAY , LEAKE -AYE , MOTION FAILED.**

BOSHEARS MOTIONED TO REOPEN BIDDING ON THE PROJECT FOR ANOTHER MONTH ON THE BUILDERS EXCHANGE. DEROCHE SECONDED.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION PASSED**

- 2. PLANNING COMMISSION MEMBER APPOINTMENT TO ZONING BOARD OF APPEALS

- a. ~~THE PLANNING COMMISSION HAS LEARNED~~ CHAIR JOLENE KLUMPP REPORTED THAT THEY RECOMMENDED A BOARD MEMBER TO THE TOWNSHIP BOARD, WHO THEN VOTES ON THE RECOMMENDATION. THE PLANNING COMMISSION WILL HAVE A RECOMMENDATION AT THE NEXT TOWNSHIP MEETING.

3. LOT SALES UPDATE BY GREAT LAKES REAL ESTATE PRESENTATION

- a. THERE ARE 13 PROPERTIES THEY ARE PRESENTING ON
  - i. LOT 1 - .71 ACRE. MORE VALUABLE LOT, LARGE WATER FRONTAGE. THE PRICE RECOMMENDATION IS AT ~~32A.~~ \$32,800.
  - ii. LOT 2 - 7.38 ACRES PARCEL. NORTH OF CEMETERY. THE TOWNSHIP MAY BE INTERESTED IN SETTING UP A GREEN CEMETERY IN THIS SPACE.
  - iii. LOT 3 - .12 ACRE PRICE RECOMMENDATION \$4,400
  - iv. LOT 4 - SMALL PARCEL. NORTH LAKE STREET
  - v. LOT 5 - .38 PARCEL. WILL NEED TO BE REVISED AS SNOW BLOCK ACCESS
  - vi. LOT 6 - .5 ACRE. NICE RECTANGULAR LOT. CORNER OF BARNUM AND MAPLE
  - vii. LOT 7 - .13 LOT. SMALL SKINNY LOT.
  - viii. LOT 8 - NORTH SIDE MAIN STREET. CONJOINED WITH LOT 9. LOTS ARE .25 AND THE OTHER IS .27
  - ix. LOT 9 - NORTH SIDE OF MAIN STREET. CONJOINED WITH LOT 8. LOTS ARE .25 AND .27 ACRES
  - x. LOT 10 - ANOTHER VALUABLE LOT. ANOTHER WATERFRONT LOT. PRICE RECOMMENDATION 34,800
  - xi. LOT 11 - .5 ACRE SQUARE LOT
  - xii. LOT 12 - 1.27 WOODED PARCEL.
  - xiii. LOT 13 - 1.77 LOT. PRICE RECOMMENDED 13,800
- b. BUILDABILITY OF THE LOTS WILL HAVE TO BE LOOKED UP FOR MANY OF THE SMALLER LOTS

4. WEX CARD SYSTEM FOR FIRE/EMS

- a. THE WEX CARD SYSTEM IS CONSIDERED AS A CASH PAYMENT AND DOES NOT INCUR CREDIT CARD FEES AT PLACES LIKE MICHIGAMME MARKET.
- b. CARDS ARE ISSUED TO THE VEHICLE AND WILL STAY IN THE VEHICLE
- c. TREASURER HASKETT WILL REQUIRE VEHICLE INFORMATION AND VIN NUMBERS TO SIGN UP WITH THE WEX CARDS.

HASKETT MOTIONED TO PROCEED WITH SIGNING UP WITH THE WEX CARD SYSTEM AND CREATING A FUEL ACCOUNT. DEROCHE SECONDED.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION CARRIED**

5. PARK GRANT UPDATE

- a. LEAKE HAS HAD TWO CORRESPONDENCE WITH DAN LORD, OUR ASSIGNED MANAGER.
- b. LEAKE IS REVIEWING GRANT RULES AND REGULATIONS.
- c. LEAKE IS CONSIDERED THE GRANT KEY REPRESENTATIVE. SHE IS THE ONE ACTIVE IN THE GRANTS DAY TO DAY ACTIVITIES AND WORK. HOWEVER, THE GRANT REQUIRES SOMEONE THAT CAN LEGALLY SIGN FOR THE TOWNSHIP ON VARIOUS DOCUMENTS. LEAKE SUGGESTED THIS PERSON BE TREASURER HASKETT.
- d. THE GRANT DOCUMENTS RECOMMENDS THAT THE TOWNSHIP HIRE/OBTAIN A PRIME PROFESSIONAL THAT WILL HANDLE ALL THE GRANT MONEY THAT COMES TO AND FROM THE TOWNSHIP IN DEALING WITH THE GRANT. LEAKE SUGGESTS SETTING UP A BANK ACCOUNT SPECIFICALLY FOR THE GRANT.
  - i. LEAKE SUGGESTS DEBBIE KINNUNEN AS A POSSIBLE PERSON FOR THE PRIME PROFESSIONAL FOR THIS GRANT. LEAKE MENTIONS THAT IT IS ALSO POSSIBLE TREASURER HASKETT MAY BE ABLE TO HANDLE ALL MONEY HANDLING, BUT IS UNSURE HOW THE TIME COMMITMENT TO THIS POSITION.
- e. THE TOWNSHIP WILL HAVE TO CREATE A RESOLUTION WHEN WE RECEIVE THE TERMS OF THE AGREEMENT.

6. BSM HEALTH INSURANCE PROPOSAL

- a. BOSHEARS SUGGESTS WE SELECT OPTION 1 AFTER TALKING TO THE EMPLOYEES.

BOSHEARS MOTIONED TO ACCEPT HEALTH INSURANCE OPTION 1. DEROCHE SECONDED THE MOTION.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION PASSED**

7. FIRE DEPARTMENT RETIREMENT FUNDS

BOSHEARS MOTIONED TO HOLD THIS DISCUSSION OFF TILL THE SPURR/MICHIGAMME JOINT MEETING ON JANUARY 17TH.

DEROCHE SECONDED.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION PASSED**

8. ZONING ADMIN/ENFORCEMENT OFFICER APPLICATIONS

- a. WE HAVE NOT RECEIVED ANY ADDITIONAL RESUMES/APPLICATIONS FOR THIS POSITION.  
b. THIS POSITION IS STILL ACTIVE ONLINE  
c. LEAKE HAS TO POSSIBLE CANDIDATES SHE IS IN CONTACT WITH

9. BUDGET RESOLUTIONS

LEAKE MADE A MOTION TO ACCEPT THE RESOLUTIONS FOR THE GENERAL FUND AS PRESENTED BY TREASURER HASKETT AND DISCUSSED BY THE TOWNSHIP BOARD. DEROCHE SECONDED.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION PASSED**

10. BOARD OF REVIEW APPLICATIONS

- a. APPLICATION FOR BOR DAVE NIEMI

✚ BOSHEARS RECOMMENDS DAVE NIEMI TO THE BOARD OF THE REVIEW

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , DAVE NIEMI IS ACCEPTED TO THE BOARD OF REVIEW.**

11. NEW LAND DIVISION ORDINANCES

- a. DYLAN POSTPONED THIS TO ANOTHER ~~PERIOD~~ TIME AS HE IS UNABLE TO GET TO THEM AT THE MOMENT.

**11. NEW BUSINESS:**

1. SETTING BUDGET WORKSHOP DATES

- a) BUDGET WORKSHOP DATES ARE 9AM FEBRUARY 1ST, 15TH, AND MARCH 1ST, MARCH 15TH

(1) POSSIBLE ADDITIONAL MEETING DATE ON MARCH 22ND

- b) CIP REQUESTS DUE FEBRUARY 16TH

- c) CIP SCORING IS 9AM FEBRUARY 23RD

- d) BUDGET REQUESTS/DEPARTMENT BUDGETS DUE JANUARY 30TH

- e) BUDGET APPROVAL IS ON MARCH 27TH AT 6PM

2. SET DUE DATE FOR CAPITAL IMPROVEMENTS FROM DEPARTMENTS

- a) CIP REQUESTS DUE ON FEBRUARY 16TH

3. ICE RINK 2023

- a) JOHN HOWE IS GOING TO HELP OUT. HE WILL CHECK WITH THE FIRE DEPARTMENT ABOUT GETTING IT SET UP.

4. DECEMBER 12<sup>TH</sup> SPECIAL BOARD MEETING MINUTES

HASKETT MOTIONED TO ADJUST THE MINUTES WITH THE DISCUSSED CORRECTIONS. BOSHEARS SECONDED.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION PASSED**

**12: PUBLIC COMMENT (3 MINUTES):**

COMMENTS MADE BY: NANCY FERRO, BILL SEPPANEN, LINDA KEOHANE

**13: BOARD COMMENT:**

COMMENTS MADE BY : TRUSTEE LEAKE, CLERK HANSON, SUPERVISOR BOSHEARS

**14: EMPLOYEE PERFORMANCE AND SCHEDULE - EMPLOYEE NOT NAMED**

1. EMPLOYEE TARDINESS - 110 INCIDENTS SINCE 2020
2. EMPLOYEE NOT SHOWING FOR WORK WITHOUT ANY NOTICES
3. EMPLOYEE SMOKING ON GOVERNMENT PROPERTY

LEAKE MADE A MOTION TO HAVE THE SUPERVISOR MEET WITH THE EMPLOYEE, HAVE THE SUPERVISOR GO OVER THE JOB EXPECTATIONS FOR THE EMPLOYEE'S POSITION, AND HAVE THE SUPERVISOR GIVE A WRITTEN WARNING TO THE EMPLOYEE. HASKETT SECONDED THE MOTION.

**HANSON - AYE, BOSHEARS -AYE , HASKETT -AYE , DEROCHE -AYE , LEAKE -AYE , MOTION CARRIED**

**15: ADJOURNMENT:** BOSHEARS ADJOURNED THE MEETING AT 9:07PM