

MICHIGAMME TOWNSHIP

PO BOX 220

Michigamme, MI 49861

Phone: 906-323-6608

Fax: 906-323-6344

admin@michigammetownship.com

March 3, 2023

Special Meeting

Minutes

Guests: Jerry Roach, Friederike Roach, Billy Gierut

- I. CALL TO ORDER - Supervisor Boshears called meeting to order at 10:00 a.m.
- II. ROLL CALL – Boshears, DeRoche, Frisk, Mattson present. Hanson Absent. A quorum is present.
- III. PLEDGE OF ALLEGIANCE - Recited
- IV. Public Comment - (Comments on Agenda Items Only) Request by Friederike Roach to reserve time for Item D on Agenda.
- V. Board comment - None
- VI. AGENDA: Motion by DeRoche to approve agenda. Support by Frisk. 4 Ayes. Motion carried.
- VII. Agenda items:
 - A. Building Security - Superiorland Electronics installed security cameras in Fire Hall and at the park so having them install the rest will create continuity in the entire security system.
Motion by Frisk to continue with existing contractor Superiorland Electronics, Inc., to install the cameras, recorder and monitor and cables to keep continuity with all the systems.
Support by Mattson. 4 Ayes. Motion carried.
Motion by Frisk that the Township will post for bids to run the conduit and the wiring for the security system.
Support by Mattson. 4 ayes. Motion carried.
 - B. Rental Policy and Attendance Requirement for Policy Holder - Discussion regarding rental agreements and attorney recommendation that agreement state that whoever signs the rental agreement and provides their insurance must be present during the event. Motion by DeRoche to have Township Attorney draw up appropriate contract. Support by Mattson. 4 Ayes. Motion carried.
 - C. Lot Sales – Discussion regarding the lots that have been offered for sale. One of the sales is with the Assessor currently due to resident's claim that a portion of his property was sold. Because there are questions about the easements. Motion by DeRoche to discontinue lot sales, pay realtor for their work on the sales, and table the lot sales. Support by Mattson. 3 Ayes. Motion carried.
 - D. Appoint Grant Coordinators for 2 Grants – Motion by Frisk to appoint DeRoche as Grant Coordinator for the USDA Grant. Support by Mattson. 4 Ayes. Motion carried.
Motion by Frisk to appoint Jerry & Friedrike Roach as Grant Coordinators for the Recycle Grant. Support by Mattson. 4 Ayes. Motion Carried.
 - E. Hire Additional Attorney. Motion by Mattson to contact Fahey & Schultz for additional legal help for timely issues. Support by Frisk. 4 Ayes. Motion carried.
 - F. Employees Use of Timecards – Timecard requirements are in the Employee Handbook and employees are required to sign and date that handbook. Motion by DeRoche that each employee gets a copy of Employee Handbook, and each department has a copy of Employee Handbook available so they have the timecard information available to them. Support by Frisk. 4 Ayes. Motion carried.

- G. DPW Work Hours – Motion by Boshears that following a month of training, John will begin at 8:00 a.m. and work until 4:30 p.m. M-F and Nathan will begin at 9:00 a.m. and work until at 5:30 p.m. New hire can alternate M-T then T-F. Both employees will take 30 minutes for lunch out of public view. Support by Frisk. 4 Ayes. Motion carries.
- H. Discuss DPW Manager Position – Discussion regarding a working manager position for DPW. Motion by to advertise for a part-time working manager position 20-32 hours per week. Wage will be negotiable. Support by Mattson. 4 Ayes. Motion carried.
- I. Discuss Secretary/Receptionist Position – Discussion regarding expanded receptionist position to include secretarial duties. Motion by Frisk to expand job description to meet our needs with hours expanded to 20-32 per week with option to expand if needed and 1 night per week come in late and stay late. The wage will be 17.00 per hour with 90 day job performance evaluation. Support by Mattson. 4 Ayes. Motion carried.
- J. Audit – Motion by Frisk to have full audit done. Board members will gather information on preliminary information for full audit. Support by DeRoche. 4 Ayes. Motion carried.

VIII. PUBLIC COMMENT – Comments by F. Roach. Comments by B. Gierut.

IX. BOARD COMMENT – Frisk stated that Laura Thompson has accepted the Deputy Treasurer position. Boshears thanked DeRoche and J.& F. Roach for accepting Grant Coordinator positions

X. ADJOURNMENT – Boshears adjourned meeting at 12:12p.m.

Michigamme Township is an equal opportunity provider and employer.