

Clerk, Neil H. Hanson  
Trustee, Donald DeRoche

Supervisor,  
Rhonda Boshears

Treasurer, Laura Mattson  
Trustee, Kathleen Frisk

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**CORRECTED DRAFT Minutes for the SPECIAL MEETING OF THE MICHIGAMME TOWNSHIP BOARD**  
**LOCATION: COMMUNITY BUILDING BOARD ROOM**  
**DATE & TIME: JUNE 21, 2023 AT 6:00 P.M.**

Guests: Bill Guerut, Kathi Hanson, William Seppanen, Paul Olson.

- I. CALL TO ORDER: Supervisor Boshears called the meeting to order at 6:00 pm
- II. ROLL CALL by Clerk Hanson. Trustee Frisk, Trustee DeRoche, Supervisor Boshears, Clerk Hanson, Treasurer Mattson present. Quorum present.
- III. PLEDGE OF ALLEGIANCE recited.
- IV. APPROVAL OF THE AGENDA: Trustee DeRoche requested two more items be added to the agenda. G: Timecards, H: Overtime. Motion to accept the agenda with the additions by Trustee Frisk. Second by Treasurer Mattson. Voice vote 5 Ayes. Motion carried.
- V. PUBLIC COMMENT (Three Minutes on Agenda items only): No public comments.
- VI. BOARD COMMENT: Supervisor Boshears announced the office will have the WMCSA annual report available for public viewing. UPPCO has a recycle program for items with freon; details available for viewing in office as well.
- VII. NEW BUSINESS:
  - A. What to do with the old museum light fixtures: Trustee Frisk made the motion to put these items in the upcoming Rummage Sale. Second by Trustee DeRoche. Voice vote. 5 Ayes. Motion carried.
  - B. What to do with the old park toilets: Trustee Frisk made the motion to dispose of the toilets. Second by Trustee DeRoche. Voice vote. 5 Ayes. Motion carried.
  - C. Bids for replacing security plates and door locks on Engine House entry doors: The board only received one bid. Motion to accept the \$492.00 bid from Superior Lock & Security Inc by Trustee Frisk. Second by Treasurer Mattson. Voice vote. 5 Ayes. Motion carried.
  - D. Proposal for the concrete slabs at the ADA bathrooms at the Township Park: The work was completed on the concrete slabs prior to getting board approval. This was an additional expense, not in the original bid. Supervisor Boshears was told by A&F Construction they were not aware it had to be pre-approved. Supervisor Boshears

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stated she feels they should get paid for the work they did. Trustee Frisk made the motion to pay A&F Construction \$3,283.00 for the removal of the existing slabs and new slabs poured. Second by Supervisor Boshears. Roll call by Clerk Hanson. DeRoche Nay, Boshears Aye, Mattson Nay, Hanson Nay, Frisk Aye. Three Nays, two Ayes. Motion failed. After much discussion Trustee Deroche made the motion for Supervisor Boshears to contact Richard Uren/ Northern Design who did the original design and tell him he is responsible to pay A&F since he did not review this additional work with us. If he refuses, then she should ask him to split the cost with us. Second by Treasurer Mattson. Roll call by Clerk Hanson. Frisk Nay, DeRoche Aye, Boshears Nay, Mattson Aye, Hanson Aye. Three Ayes, two Nays. Motion carried. Supervisor Boshears will make the call and get back to the board.

- E. Interim office staff: The office has been short staffed the last two weeks of May and all of June to date. Tammy Hillis has been doing both her and Jeremy's jobs so far and needs help. Supervisor Boshears proposed we hire an interim receptionist and let Tammy be our interim administrative assistant. We had excellent candidates during our last receptionist interviews; The board will fill the interim receptionist position with one of these applicants. Motion made by Trustee DeRoche to hire an interim receptionist and make Tammy our interim administrative assistant. Second by Trustee Frisk. Voice vote. 5 Ayes. Motion carried.
- F. Back pay for Receptionist filling Administrative Assistant role during May and June 2023: Motion made by Trustee Frisk to give Tammy Hillis backpay (the difference of the receptionist salary and administrative assistant salary) for all the weeks she has done the administrative assistant duties. Second by Clerk Hanson. Voice vote. 5 Ayes. Motion carried.
- G. Timecards: Trustee DeRoche commented about employees not punching in and out for lunch as stated in our policy handbook. After much discussion all board members will review the policy handbook and bring back to the board any revisions they would like to discuss and/or see implemented.
- H. Overtime: Treasurer Mattson will research timecards to make sure employees that do not clock out for lunch did not get overtime for that half hour.

VIII. PUBLIC COMMENT (Three Minutes): Kathi Hanson, Bill Guerut.

IX. BOARD COMMENT Trustee Frisk, Treasurer Mattson, Supervisor Boshears.

X. ADJOURNMENT: Meeting adjourned by Supervisor Boshears at 7:01 pm.