

DRAFT

MICHIGAMME TOWNSHIP
SPECIAL BOARD MEETING MINUTES
COMMUNITY BUILDING BOARD ROOM
WEDNESDAY, APRIL 29TH, 2022

Attendance: Supervisor Seppanen, Clerk Hanson, Treasurer Haskett, Trustee DeRoche, Trustee Anderson-Leake

Guests: Paul Olson, Nancy Ferro, Beth Koenig, Rhonda Boshears, Johnnie Hills, Joan Carlisle, Debbie Kinnunen

- I. Call to order: Supervisor Seppanen called the meeting to order.
- II. Roll Call: Clerk Hanson called the roll. Trustee Anderson-Leake/here, Treasurer Haskett/here, Supervisor Seppanen/here, Trustee DeRoche/here, Clerk Hanson/here. Quorum present.
- III. Pledge of Allegiance said by all present
- IV. Approval of Agenda: Supervisor Seppanen- I need to add #6 to agenda; New Solid Waste Disposal quote. Treasurer Haskette made the motion to accept the agenda with the added item. Trustee DeRoche seconded the motion. Voice vote 5 AYES, 0 NAYES. Motion carried.
- V. Public Comment: (3 minutes) none
- VI. Board Comment: Trustee Anderson-Leake: Three of us went to the MTA conference and it was fabulous. It was an eye opener to me on how much I didn't know, how much I still need to learn, as well as what I had already grasped. I previously did this conference online and it was a totally different experience because you cannot ask questions or network in person with other townships. I did nine classes; most townships seem to have the same complaints and issues as us, thank you for sending us. Treasurer Haskett: I agree with everything Julia said, I enjoyed the conference very much, learned a lot, and am very glad I took the time to attend. Supervisor Seppanen: I reiterate what the other two said and also want to share with you Julia called me at 11:30 to tell me the reason she did not attend the party was because she had been networking with Battle Creek and she was very excited to have had this opportunity to talk about problem solving and successes with other townships. I also enjoyed the conference it was very educational and very fun.
- VII: New business:
 - 1: Administrative Assistant Hire: Supervisor Seppanen stated he and Treasurer Haskett interviewed the applicants and Debbie sat in on the interviews too. Summaries, test scores and resumes given for top three applicants to all board members. Trustee DeRoche stated he only had the test scores in his mailbox yesterday and just got the resumes today and needed more time to digest the information before he voted. Clerk Hanson also said he needed more time to digest the information. The administrative assistant said it was her mistake all board members did not get the

information sooner. Supervisor Seppanen said we could table this for now, but Trustee Anderson-Leake said we had the time to look them over right now so lets' just do it. Discussion followed. Both Trustee Anderson-Leake and Treasurer Haskett stated they were happy we had so many qualified applicants. Treasure Haskett stated she was concerned we would not get these types of applicants and was very happy with the results. She also typed up the summary of all the applicants' strengths for all to be able to review. We had 7 applicants; one withdrew their application. Top three very qualified; all had technology capabilities, QuickBooks and Microsoft knowledge. Top three applicant's resumes were read outloud. All three of the applicant's had great attitudes and were go getters. Jeremy had the highest scores of the three and had the most qualifications. He has a bachelor's degree in accounting, he is Proficient in Excel, Expert in Word, and had 44/100 in Quickbooks exam. He is experienced in payroll processing, reconciliations and AP/AR. Very comfortable with computers, software, and databases. In past work history has prepared audits, processed invoices, prepared tax statements, reconciled bank statements, maintained general ledgers, prepared financial statements. He lives in Channing with his wife and three children. Trustee Anderson-Leak stated he is over-qualified in her opinion and a great addition to the township staff. Treasurer Haskett said with his knowledge he will be able to work very well with our auditors. Another benefit to the township is he is qualified to do payroll, so we do not have to hire a payroll firm to this this or contract Debbie to come in twice a month to do only this. Trustee DeRoche stated to Treasurer Haskett you did a great 5 star job with the interviews, but I personally would have liked to be in on the process more. Treasurer Haskett stated in one of the classes she took other townships only had one or two people do the interviews. Trustee DeRoche stated he still wanted more time to review, and we should wait to hire till after the election so the new supervisor (whoever it is) could have input on the decision. Treasurer Haskett stated she was part of the interviews, and she was not part of a recall. Trustee Anderson-Leake said the election results have no bearing on who the board hires. Clerk Hanson stated he felt he hadn't been given enough time to study all this either and he will vote no if it isn't tabled. The entire board should have been given the opportunity to participate or at least been updated /information shared sooner. Trustee Anderson-Leake said Debbie told us months ago she was retiring, and we are already behind schedule we need to do this now. Clerk Hanson said whenever he is in the office the administrative assistant won't even talk to him so doesn't want to hear "Debbie said this or that". Trustee Anderson-Leak questioned relevance to topic at hand, Clerk Hanson said again it is hard to do his job when a person he is suppose to work closely with doesn't speak to him. Supervisor Seppanen said "we are out of order and need to move on". Trustee Anderson Leake motioned to move ahead and hire the new administrative assistant. She felt we needed to let the applicants know our decision now and not leave them hanging. All board members felt Jeremy Pickering was the most qualified applicant. He stated the salary he wanted was 40,000.00 a year (he was the only applicant that didn't request an hourly amount). Much discussion followed. Board decided to offer him \$20.00 an hour initially; in 90 days review him for a possible incentive raise, in 6 months review with another raise to get him at the salary he requested. He will start out at 32 hours a week; we can

increase to 40 hours if needed. Part of his employment plan is a life insurance policy, personal health insurance plan (80/20), and option to participate in our retirement plan with up to 3 percent match by the township. Julia made the motion to hire Jeremy Pickering at \$20.00 an hour, 90 day review with possible salary increase, 6 month review with another salary increase. Benefits listed above also included. Treasurer Haskett seconded the motion. No additional discussion so Trustee Hanson called the roll: Treasurer Haskett AYE, Supervisor Seppanen AYE, Trustee DeRoache NAYE, Clerk Hanson NAYE, Trustee Anderson-Leake Aye. Three AYES, two NAYES. Motion Carried. Supervisor Seppanen will contact Jeremy Pickering to see when he can start training.

2: Par Plan Quote on Terrorism: Tabled due to conference and the fact Bill had not received the additional requested information yet. The general consensus of board at this time is it is not necessary. We did not get it last year.

3: Summer Employment: We need to post for summer help (hiring two people). Discussed first that they must be 18 years old, 32 hours a week, offer \$13.00 per hour. We can up the hours if the township work load requires it. Motion made by Supervisor Seppanen. Seconded by Treasurer Haskett. Notice to be posted locally in township and at the high school also for seniors to see. Applications must be received by May 13th. Voice vote 5 Ayes, 0 Nays. Motion carried.

4: Playground Equipment (lot across the street from old school): We need to post for bids on the playground equipment across from the old school. Buyer takes apart and removes from the premises by May 20th, 2022. Bids due by May 13th.

5: Fan Cages from Gym Ceiling Bids: We need to post for bids on three of the four fans. John wants the fourth fan for DPW. Bids need to be in by May 13th.

6: Solid Waste Disposal quote: We are renting the dumpsters not purchasing. If you purchase them then you are required to do maintenance and repairs. We received a discount from them; 8 YD dumpsters are normally \$270.00 each and we are getting two for \$362.00. Supervisor Seppanen also stated he thinks they will work with us to lower costs during winter months when garbage amounts are lower. Garbage curbside pickup will continue in most areas, only areas where trucks cannot get in driveways will need to place their garbage in the allocated dumpsters. Dumpsters in rural areas will have lock and bear covers. John had input and said this will work well with our current garbage pickup system. Dumpster locations and costs (per month): Presbytery Point /end of Brown Road 3-8yd dumpsters (523.00), Gravel Peshekee Grade 2-8 yd dumpsters (\$362.00), Hollie/Blue Rd 2-8 yd dumpsters (\$362.00), Green Road 1-8yd dumpster (\$201.00), Black Road 1-6yd dumpster (\$164.00), Indian Rd 1-4yd dumpster (\$127.00), Recycling/Pick up (\$624.00). Orange Road has no pickup at all. Total cost per month is \$2,363.00. Trustee Anderson-Leake stated dumpsters will help seasonal people because they can place their garbage in the dumpsters anytime now. Both dumpster pickup and recycling program start at the same time. Each resident will receive a key for their designated dumpster location. Motion to accept Solid Waste Proposal made by Treasurer Haskett. Seconded by Supervisor Seppanen. Clerk Hanson called the roll. Supervisor Seppanen Aye, Trustee DeRoche Aye, Clerk Hanson Aye, Trustee Anderson-

Leake Aye, Treasurer Haskett Aye. Five Ayes, zero Nays. Motioned carried. Supervisor Seppanen will call them and let them know and compose/send them a formal letter.

VIII: Public Comment: Nancy Ferro: As Nancy began speaking Supervisor Seppanen interrupted her and said she needs to write Chet a letter instead of stating her comment at the meeting (she was out of order).

Debbie Kinnanen: I am very happy with the qualifications of the applicants the board received. I care about the township and I feel better about retiring now. The entire process took a month to organize, get on indeed, arrange interview times and reviews. Thank you to Bill and Nicole for doing all this. I know the township will be left in good hands. Jeremy is very qualified and was probably my top pick too. Training will go easy he catches on very quickly and he will be a good fit for the office. As for Neil's comment about me not speaking to him the last month. He was at Mayo from April 19th -25th and he really hasn't been in much (Susan has been coming in). When he comes in the office, we both say "hello" and when he leaves the office he says, "see you tomorrow". I do not know why he would say this, he is angry and lies.

IX: Board Comment: Trustee Anderson-Leake: Glad we had this special meeting. I wish we would have had a full board vote on hiring the new administrative assistant and hope this doesn't cause static between him and some of the board members.

Supervisor Seppanen: People listed on the FYI sheet I handed out are registered on My Waters and can cover sewer; John can put in the work, but Chris Holmes needs to check it since John is not certified. Jan did pass his test but is still on disability. I was informed he applied for a DPW job at Ishpeming but was not called for an interview because he was not one of the top four applicants. Currently we are paying 80 percent of his health insurance and he is paying 20 percent. He still owes us for April. Even though he has not kept us informed/updated on his health progress and he has been looking elsewhere for work, our lawyer said it would not look good on the township to fire Jan while on her is still out on disability.

X: Adjournment: Supervisor Seppanen motioned to adjourn the meeting. Clerk Hanson seconded it. Meeting adjourned.