

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
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Michigamme Township Board Meeting
Location: Community Building
Date & Time: December 11, 2023 At 6:00 P.M.
Minutes

Attendees: Beth Koenig, Gary Koenig, Paul Peterson, Bill Seppanen, Donald Leake, Julia Leake, Debbie Kinnunen, Paul Olson, Lisa Rogers, Michael Webster, Joan Carlisle, Laura Thompson, Irene DeRoche, Rhonda Gravedoni, Scott Gravedoni, Kathi Hanson, Brad DeLongchamp, Nancy Ferro, Jim Belpedio

- I. CALL TO ORDER – The meeting was called to order by Clerk Hillis at 6:01 p.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – MEMBERS PRESENT: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. ASSIGN MODERATOR – Motion by Hillis to nominate Frisk to be the moderator of the meeting, DeRoche seconded. Voice vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
- V. CONSENT AGENDA – DeRoche moved to approve the agenda, Hillis supporting. 4 Ayes. Motion carried. Two additions to New Business – Frisk requested adding #9 Admin pay for Hillis the week of 27-30 December. The secretary was out sick that week. Frisk requested adding #10 UP Propane.
 1. AGENDA
 2. MINUTES – Motion by Mattson to approve minutes, DeRoche supporting. 4 Ayes. All in favor. Motion carried.
 - a. Approval of Draft Minutes for Regular Meeting November 13, 2023.
 3. TREASURER’S REPORT – Mattson spoke about the different investment options, the interest gained based on the type of investment, and the current online payment option. Motion by DeRoche to approve Treasurer’s report with Hillis supporting. 4 Ayes. All in favor. Motion carried.
 4. BILLS TO BE PAID – Motion by Hillis, support by Frisk to pay bills. 4 Ayes. All in favor. Motion carried. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Hillis – Aye, Motion carried.
- VI. PUBLIC COMMENT – J. Leake, D. Kinnunen responded to J. Leake’s question.
- VII. BOARD COMMENT – Frisk.

VIII. COMMITTEE REPORT:

1. FIRE BOARD – DeRoche spoke about the grant and getting the \$10,000, no runs, Christmas party will be held at the Spurr Firehall at 6 p.m. December 23, 2023.
2. PLANNING COMMISSION – Frisk spoke about Marsha McBride being the PC Chair for now. There are still two positions open. Ordnance Enforcement Officer present and stated what she was currently working on.
3. DDA – S. Gravedoni spoke about getting Christmas lights for the street light poles, maybe purchasing stars next year to put on top of the poles and hosting a Christmas Party from 2-4 p.m. December 16, 2023, at the Community Building. Mentioned receiving a donation from Menards general manager and stated if anyone wanted to donate, it would be appreciated.

IX. CONTINUING BUSINESS

1. Supervisor appointment – first round of voting:
 - A. Kathi Hanson – motion from Frisk to do a roll call vote on Kathi Hanson, seconded by Hillis. Roll call vote: Mattson – Aye, Frisk – Nay, DeRoche – Aye, Hillis – Nay. No action taken.
 - B. Julia Leake – Motion from Frisk to do a roll call vote, Seconded by Hillis. Roll call vote: Frisk – Nay, Mattson – Nay, DeRoche – Nay, Hillis – Aye. No action taken.
 - C. Lisa Rodgers – Motion from Hillis to do a roll call vote, seconded by DeRoche. Roll call vote: DeRoche – Aye, Frisk – Nay, Mattson – Aye, Hillis – Nay. No action taken.
 - D. Heather Smith – Motion from Frisk to do a roll call vote, Seconded by Mattson. Roll call vote: DeRoche – Nay, Frisk – Aye, Mattson – Nay, Hillis – Aye. No action taken.Supervisor appointment – Second round of voting:

DeRoche made a motion to accept Lisa Rogers, Mattson seconded. Roll call vote: Mattson – Aye, Frisk – Nay, DeRoche – Aye, Hillis – Nay. No action taken.

Frisk made a motion to accept Heather Smith, Hillis seconded. Roll call Vote: Frisk – Aye, DeRoche – Nay, Mattson – Nay, Hillis – Aye. No action taken.
2. PARK GRANT UPDATE – Hillis is now certified in MI-Grants and has the admin rights to ensure the grant keeps moving forward. Now we wait for the state of Michigan to determine what needs to be done next.

TRAINING UPDATE – D. Kinnunen gave updates on her current progress and the completion of the sewer fund. Currently she is working on bank reconciliations and next she will focus on payroll to ensure it is correct before W2s have to go out.
3. CREDIT CARD UPDATE – the new credit cards are here and were distributed. After the first of the year the old credit card accounts will be closed
4. OFFICE REORGANIZATION UPDATE: HILLIS gave updates on the ongoing project. D. Leake also briefed the board on the different areas that need to be fixed or updated.

X. NEW BUSINESS

1. Dylan's resignation/hiring new assessor – Frisk read Dylan Jurasin's resignation letter, and his effective date is December 31, 2023. Motion made by Hillis to accept the applicant Justin Murawski as the new township assessor, support by DeRoche. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Hillis – Aye. Motion carries and Hillis will contact Murawski.

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2. Cameras in community building/office/library – Hillis stated the company that was supposed to install cameras in the office, fire hall and the park never actually installed any cameras in the office area. However, the township paid the full amount. The township currently has a quote from a different company to install cameras in the office and throughout the community building and at the library. Options from the original company are: get a refund of \$3,139.00 from the original company, have the original company install the office cameras, or go with a different company. Hillis will gather additional info prior to the next board meeting.
 3. Community building repairs and upgrades – D. Leake referenced an informational packet that was in each board member's board packet. Currently gathering quotes from different entities.
 4. Rescind amendment to township board resolution authorizing administrative powers – motion made by DeRoche to rescind the Amendment for R2021-10-11-#11, seconded by Mattson. 4 Ayes. All in favor. Motion carried. Frisk made a motion to give the clerk the administrative powers, support by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
 5. Township attorney – DeRoche made motion to make Hillis the legal agent for the township, seconded by Frisk. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Hillis – Aye. Motion carried. Frisk made a motion that we keep Fahey Schultz Burzych Rhodes PLC as our attorney of record and we give a letter of resignation to Roger Zappa, Hillis seconded. Roll call vote: DeRoche – Nay, Mattson – Nay, Frisk – Aye, Hillis – Aye. No action taken.
 6. Adjusting Jamie's hours/day for cleaning – motion made by Frisk to up Jamie's hours to 12 hours a week, seconded by DeRoche. Voice vote. All Ayes. Motion carried.
 7. Sewer in the future: committee – Mattson tabled it to a later date.
 8. Grant writer – Hillis will research and get additional information prior to the next meeting. DeRoche made the motion to have Hillis go on a fact-finding mission, Frisk seconded. Voice vote. All Ayes. Motion carried.
 9. Frisk made the motion to pay the clerk the administrative assistant pay for the week of 27-30 December. The secretary was out sick that week. Support by DeRoche. Voice vote. All Ayes. Motion carried.
 10. Up Propane – the community building ran out of propane the week of December 3, and the township is on a keep fill. There is a pattern with UP Propane because this happened a couple of times last year. Frisk wanted to ensure everyone on the board and those in attendance were aware of the issue. Recommendation was to put it out for bids next year due to it being too late this year to act.
- XI. PUBLIC COMMENT – D. Kinnunen, P. Olson, J. Leake, R. Gravedoni, G. Koenig, B. Koenig, B. Seppanen, S, Gravedoni, K. Hanson
- XII. BOARD COMMENT – Deroche, Hillis, Frisk
- XIII. ADJOURNMENT – Frisk adjourned the meeting at 7:51 p.m.