

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: February 5, 2024, At 6:00 P.M.
Minutes

Attendees: Debbie Kinnunen, Nancy Ferro, Dennis Skytta, Carla Skytta, Joan Carlisle, Virginia Olson, Paul Olson, Lisa Swiedals, Rolf Anderson, Janice Anderson, Marsha McBride, William Seppanen, Irene DeRoche, Jolene Klump

- I. CALL TO ORDER – The meeting was called to order by Supervisor Smith at 6:00 p.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Supervisor Smith, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Deroche. 5 Ayes. Motion carried.
- V. PUBLIC COMMENT – D. Kinnunen, J. Leake.
- VI. BOARD COMMENT – Frisk, Hillis, Smith, DeRoche, Mattson.
- VII. CONTINUING BUSINESS –
 1. Vote on the A&F bid – Hillis compared the two A&F Construction Co. Bids and stated the original bid dated January 8, 2024, had the second item as a new ½ (Dutch) door for \$11,500 and the January 17, 2024, updated bid for a pass-thru sliding window for \$6,427. DeRoche made the motion to accept the bid of \$6,247 for the window, seconded by Hillis. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried. Frisk pointed out that the A&F Construction Co. bid on January 8, 2024, had the seventh item as double doors at the north end of the gym for \$12,385 and the January 17, 2024, updated bid for \$12,700. Hillis explained the original price was a guess and the actual price was \$315 more. Frisk made the motion to make the adjustment up to \$315 more for the double doors, Smith seconded it. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried.
- VIII. NEW BUSINESS
 1. PAY AN OUTSIDE ORGANIZATION AND/OR PEOPLE TO FINISH FIXING ADMINISTRATIVE AND BUDGET ISSUES AND CONDUCTING TRAINING – Frisk recommended a couple of names out of

LaCrosse & Associates out of Ishpeming, and stated we needed a bookkeeper to finish the reconciliations and then select someone to train the employees, clerk, and treasurer. Frisk said we need to hire someone now. Hillis mentioned she spoke with a retired CPA who has been working with municipalities and schools for the last 50 years. This individual said he would probably be more effective as someone who answered questions and oversaw the corrections vs. being the one to do the work. DeRoche recommended we reach out to the clerk at Humboldt Township and that would be our starting point. DeRoche made the motion that we ask Ms. Etelamaki to come in and help us get started. Julia Leake mentioned Scott Kenney who is a retired CPA and currently the supervisor in Crystal Falls. Frisk made the motion to hire an accountant, CPA, or bookkeeper to finish the reconciliations and get everything updated in QuickBooks, DeRoche supports. Roll call vote: Mattson – Aye, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. 5 Ayes. Motion carried. DeRoche made the motion that we bring Sarah Etelamaki in and see if she can help us, Frisk seconded the motion. Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. 5 Ayes. Motion carried. DeRoche made the motion to pay Etelamaki \$25, Frisk seconded it. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried.

- IX. PUBLIC COMMENT – D. Kinnunen, J. Leake, J. Anderson, W. Seppanen.
- X. BOARD COMMENT – Hillis, Frisk, Mattson, Smith.
- XI. ADJOURNMENT – Smith adjourned the meeting at 7:21 p.m.