

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
admin@michigammetownship.com

Michigamme Township Board Meeting
Location: Community Building
Date & Time: January 8, 2024, at 6:00 P.M.
Minutes

Attendees: Nancy Ferro, Beth Koenig, Gary Koenig, Irene DeRoche, Jerry Roach, Friederike Roach, Virginia Olson, Paul Olson, Joan Carlisle, Marsha McBride, Justin Murawski, Carla Skytta, Brad DeLongchamp, Debbie Kinnunen, Rachel Howe, John Howe, Julia Leake, Don Leake

- 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. CONSENT AGENDA – Frisk moved to approve the agenda, Hillis supporting. 5 Ayes. Motion carried.
 1. AGENDA
 2. MINUTES – Motion by Hillis to accept minutes with corrections, Frisk supporting. 5 Ayes. Motion carried.
 - a. Approval of Draft Minutes for Regular Meeting December 11, 2023.
 - b. Approval of Draft Minutes for Special Meeting December 15, 2023.
 3. TREASURER’S REPORT – Mattson spoke about how the interest rates on the Primerica investments are finally going up. However, Mattson has spoken to other investment agencies, and they are speculating that the interest rate will be going down. Her recommendation is to put some of the investments into CDs for 2 ½ - 3 years. Mattson will look into the penalties if we take the money out early. Motion by Frisk to accept the Treasurer’s report with DeRoche supporting. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Hillis – Aye, Smith – Aye. Motion carried.
 4. BILLS TO BE PAID – Motion by Frisk, support by Hillis to accept the bills to be paid, except the reimbursement of the \$52.40 for transportation fees. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye, Smith – Aye. Motion carried.
- V. PUBLIC COMMENT – J. Roach, J. Leake, F. Roach, D. Kinnunen, B Koenig.
- VI. BOARD COMMENT – Mattson, DeRoche, Hillis.

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VII. COMMITTEE REPORT:

1. FIRE BOARD – DeRoche said Joe turned in his CIPs. Jay Killoran is sending a letter to Eagle Mine from the Fire Board asking for a donation to cover the rest of the cost for the rescue boat. In the letter it will state what we're doing, why we're trying to get a fire boat, and why we want to get it now.
2. PLANNING COMMISSION – Frisk said there are still two seats open. Currently working on 2023 annual report. There is a PC workshop meeting on January 18. We need more resident involvement. We're just trying to get everything caught up, and up to date.
3. DDA – J. Leake said they elected new officers. The Chair is S. Gravedoni, Vice Chair is Virginia Olson, Secretary is J. Leake, and Treasurer is R. Gravedoni. Currently, they are reconciling their budget, they want to continue hosting the Christmas party – will liaison with the Museum, and they have requested the township board budget some more money in the Children's Activity Fund. They completed their CIPs and budget for the next fiscal year. They will reach out to the Planning Committee to schedule a meeting to go over the Master Plan.

VIII. CONTINUING BUSINESS

1. PARK GRANT UPDATE – Frisk said there wasn't any new information and we're just waiting on the state. Will add Smith to the account.
2. TRAINING UPDATE – D. Kinnunen spoke about how much work it has been to reconcile all the accounts since they have been neglected. Still working on invoicing. Spoke about the WEX accounts and how all receipts need to be turned in. B. DeLongchamp mentioned that when a fuel purchase is made it should be automatically sent to the administrator of the account. We are not receiving this, so we need to set up the account properly. Until this is set up, all cardholders need to turn in receipts. Working on W-2's, 1099's, and federal and state transmittals. She doesn't think we will be complete with all the training by the end of January. Spoke briefly about QuickBooks – board members asked questions about manually inputting items vs. pulling in a file.
3. CAMERAS IN COMMUNITY BUILDING/OFFICE/LIBRARY – Hillis said she doesn't have any update.
4. TOWNSHIP ATTORNEY – There was discussion among the board members about the pros and cons of both law firms. Motion by Frisk to make Fahey Schultz the primary attorney and use Mr. Zappa as the secondary, Hillis supporting. Roll call vote: Mattson – No, DeRoche – No, Frisk – Yes, Hillis – Aye, Smith – Aye. Motion carried. DeRoche clarified that the Supervisor is the legal representative/primary and Hillis is secondary if the lawyer needs to be contacted.
5. GRANT WRITER – Hillis said she doesn't have any update.

IX. NEW BUSINESS

1. OPEN BIDS FOR COMMUNITY BUILDING UPDATES AND REPAIRS – Only one bid was received. Opened bid from A&F Construction out of Marquette. Smith read the bid out loud including the cost of each item that was bid on. The second item – the Dutch door – is the one item out of the seven that was not approved. We will go back to A&F to determine if it would be more cost effective to have a window vs. a door. Smith said she doesn't feel the township is a very secure

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- place. She also mentioned having keypad locks installed. Motion by Hillis to accept the bid with an addendum to item number two with Frisk supporting. Roll call vote: Mattson – Yes, Frisk – Aye, DeRoche – Aye, Hillis – Aye, Smith – Aye. Motion carried.
2. NEW ASSESSOR SALARY – Hillis introduced the new assessor, Justin Murawski, who spoke about his background. Hillis made the recommendation to pay the assessor a flat rate of \$1,500 a month, Frisk seconded. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 3. REPHRASE AMENDMENT TO TOWNSHIP BOARD RESOLUTION AUTHORIZING ADMINISTRATIVE POWERS – DeRoche read the resolution. DeRoche made the motion to accept the rephrased amendment, Frisk seconded. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 4. LAPTOP, DOCKING STATION, AND ACCESSORIES PURCHASE, FIREWALL PURCHASE, COMPUTER LIFECYCLE IMPLEMENTATION, AND NEW INTERNET PROVIDER – Mattson made the motion to spend money on the laptop and the firewall, Frisk seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried. Hillis and D. Leake will look into another technology company and will be receiving a briefing on December 9, 2004, and if it's a significant increase in cost over what the township currently pays, Hillis will bring it before the board next month.
 5. OFFICE FURNITURE AND FILE CABINET PURCHASES BASED ON OFFICE REORGANIZATION – Hillis spoke about how a township should be filing its documents. Frisk made a motion to purchase furniture and file cabinets as needed for office reorganization, supported by DeRoche. Roll call vote: DeRoche – Aye Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 6. JAMIE'S INJURY/NO CLEANING BEING DONE/NEED OUTSIDE ORGANIZATION (SCI JANITORIAL) TO COME IN AND CLEAN OR HIRE ADDITIONAL CLEANING PERSON – SCI Janitorial will come in and give us a quote on cleaning all the floors. DeRoche mentioned we may need to hire an additional person. DeRoche made the motion to give Hillis the authority to get the building cleaned by SCI, Frisk seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 7. BCN HEALTH INSURANCE PROPOSAL FOR FEBRUARY 2024 AND HSA DEDUCTIBLE – Hillis made the motion to accept Option 1, Frisk seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 8. DPW SUPERVISOR PAY RAISE – J. Howe became certified on the Sewage Treatment Works. DeRoche made the motion to give Howe a \$3 per hour raise that will be retroactive to the date of Howe passing, seconded by Frisk. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 9. QUICKBOOKS RENEWAL NOW VS. WAITING UNTIL MAY 2024 – Township's subscription expires in May 2024. Recommendation to get with the accountant to see if he recommends the online or desktop version. Hillis will gather the info and bring it back to the board next month.
 10. SET BUDGET WORKSHOP DATES – All department budgets need to be submitted by January 31. Workshop dates will be determined at February's board meeting.
 11. SET DUE DATE FOR CAPITAL IMPROVEMENTS FROM DEPARTMENTS – Deadline to submit CIPs is 3 p.m. January 22 and scheduled to score the CIPs beginning at 8 a.m. January 30.

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12. TOWNSHIP RATES FOR COMMUNITY BUILDING, PARK, AND CAMPGROUND RENTALS – Mattson wanted to bring it to the board’s attention that non-residents, specifically Spurr residents, pay significantly more than Michigamme residents if they want to rent a facility. A community member pointed out that the township’s policy already has Spurr residents paying the same amount as Michigamme residents. Mattson will provide documentation of the current rates to board members at next month’s meeting.
 13. SEWER IN THE FUTURE: COMMUNITY MEMBERS INTERESTED IN RESEARCHING TO FIND A GRANT – Mattson said there are community members who would be willing to research possible infrastructure or other grants. At this point, it’s in the fact-finding stage.
 14. MARIJUANA REFERENDUM – DeRoche requested he would like to research to put this topic on the November 2024 ballot. Hillis made the motion that DeRoche should do some fact-finding, Frisk seconded. 5 Ayes. Motion carried.
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- X. PUBLIC COMMENT – D. Kinnunen, B. Koenig, Irene DeRoche, Friederike Roach.
 - XI. BOARD COMMENT – Deroche, Frisk.
 - XII. ADJOURNMENT – Smith adjourned the meeting at 8:35 p.m.