

Clerk, Tami Hillis  
Treasurer, Laura Mattson

Supervisor,  
Heather Smith

Trustee, Donald DeRoche  
Trustee, Kathleen Frisk

**Michigamme Township**  
**PO Box 220, 202 W Main**  
**Michigamme, MI 49861**  
**Phone: 906-323-6608**  
**Fax: 906-323-6344**  
[admin@michigammetownship.com](mailto:admin@michigammetownship.com)

**Michigamme Township Board Meeting**  
**Location: Community Building**  
**Date & Time: February 12, 2024, At 6:00 P.M.**  
**Minutes**

Attendees: Debbie Kinnunen, Jerry Roach, Friederike Roach, Nancy Ferro, Irene DeRoche, Marsha McBride, Brad DeLongchamp, Kathi Hanson, 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, Supervisor Smith, Trustee Frisk, Clerk Hillis. A quorum is present.
- IV. CONSENT AGENDA:
  1. AGENDA – Frisk made the motion to accept the agenda with change, support by DeRoche. 5 Ayes. Motion carried.
  2. MINUTES:
    - A. JANUARY 8, 2024, TOWNSHIP BOARD MEETING – Motion by Frisk to approve the minutes, support by DeRoche. 5 Ayes. Motion carried.
    - B. JANUARY 17, 2024, SPECIAL TOWNSHIP BOARD MEETING – Motion by DeRoche to accept the minutes, Frisk supporting. 5 Ayes. Motion carried.
    - C. JANUARY 30, 2024, CIP SCORING WORKSHOP – Motion by Frisk to accept the minutes, Mattson supporting. 5 Ayes. Motion carried.
    - D. FEBRUARY 5, 2024, SPECIAL TOWNSHIP BOARD MEETING – Motion by Frisk to accept minutes with change, DeRoche supporting. 5 Ayes. Motion carried.
  3. TREASURER’S REPORT – Mattson said we’re still getting some good interest on the ICSs. Taxes are due by the 14<sup>th</sup>, on the 15<sup>th</sup> the penalties and interest will start, and on Feb. 29<sup>th</sup> Mattson will be in the office between 8 a.m. – 5 p.m. Motion by Frisk to accept the Treasurer’s report with Hillis supporting. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye, Smith – Aye. Motion carried.
  4. BILLS TO BE PAID – Motion by Hillis, support by Frisk to approve the bills, including the two previously mentioned. Roll call vote: Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
- V. PUBLIC COMMENT – F. Roach, D Kinnunen, J. Leake.

VI. BOARD COMMENT – Mattson, Hillis.

VII. COMMITTEE REPORTS:

1. FIRE BOARD (DEROCHE) – Cory Frisk resigned, due to accepting a fire chief position in L’Anse. The firefighters continue to look for fund raising ideas for the rescue boat. A new fireman has joined the department. Nomination of officers took place, and elections will be held at the end of the month. There were two runs in January, a structure fire in Champion and a car accident fatality near Van Riper. The new air packs have been delivered. The rescue boat has been ordered and a partial payment of half was sent to the company.
2. PLANNING COMMISSION (FRISK) – Currently the PC is working on their annual report. They also have been going through the planning commission files to organize them to see what’s all in them. The committee is also working on the township’s master plan, and the committee is still two members short.
3. DDA – No meeting/report.

VIII. CONTINUING BUSINESS:

1. PARK GRANT UPDATE – Frisk said we are currently number two in the queue. We should be notified in the next couple of weeks if there are any comments or questions. If there are, IDI Engineering will make the modifications, get it all put together, and get it out for bids.
2. GRANT WRITER – Hillis provided a document with grant writer duties and responsibilities as well as recommended skills and qualifications. She asked board members to review the document and make recommendations. One of the outstanding questions was what/how we pay for a grant writer, is it a percentage of the grant or an hourly wage? The topic was tabled until the next meeting.
3. TOWNSHIP RATES FOR COMMUNITY BUILDING, PARK, AND CAMPGROUND – Recommendation to include Spurr Township residents and taxpayers be included in “resident” rental fee rate and waive the rental fee for high school graduating seniors, school functions, boy scouts, and girl scouts. Recommendation to change the small gathering rental fee for residents to \$35 and the deposit fee to \$100. Rental fees for the gym and kitchen upstairs will flipflop the rental/deposit rates. Recommendation was made there should be someone responsible for signing people in/out to ensure everything is there and no damage. Smith made the motion to approve all the recommended changes and Frisk seconded the motion. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
4. SET BUDGET HEARING AND WORKSHOP DATES – Supervisor and either the Clerk or Treasurer will meet at 8 a.m. Feb. 23, workshops are scheduled for 8 a.m. March 1 and March 8, and if additional workshops are needed, they will be announced. The budget hearing is set for March 25 at 6 p.m. Frisk made the motion to accept the discussed dates and times, with support from DeRoche. 5 Ayes. Motion carried.
5. DPW TRUCK AND PLOW PURCHASE – Hillis stated the township purchased a 2024 Ram Crew Cab for \$54,338 and a 9.2-foot plow for \$9,200.

IX. NEW BUSINESS:

1. OPEN BIDS FOR ENGINE HOUSE AND CONTRACT REQUIREMENT – Only one bid was received, which was from A&F Construction out of Marquette. Smith read the bid out loud, including the cost of each item that was bid on. The cost of Part 1 was \$56,196: demolition, new exterior wall framing with insulated 10’ x 10’ overhead door; new interior wall framing with insulated 10’ x 12’ overhead door; hollow metal man door with threshold and weather stripping; exterior concrete apron; insulate walls and ceiling per plans; permits per Marquette County Building

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Codes. The cost of Part 2 was \$27,866: 3 gas Modine heaters (no electric work). The cost of Part 3 was \$5962: two door operators for existing DPW garage doors (no electric work). The topic was tabled until more information is provided from committees (steamer and museum).

2. STARLINK AND GUIDE STAR, INC. – Recommendation to change from Pasty Net to Cable America. Recommendation to switch from 906 to Guide Star. The service will include the township building, DPW garage, and fire hall. Both previous companies will be sent a notice cancelling the contracts. Frisk made the motion to cancel 906 and Pasty Net, Hillis seconded the motion. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried. Frisk made the motion to accept Cable America as the Internet provider, supported by DeRoche. 5 Ayes. Motion carried. DeRoche made the motion to appropriate the \$15,071.74 to Guide Star, Frisk seconded. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
  3. BS&A ONLINE – REPLACING QUICKBOOKS – Hillis spoke about the pros of transferring to BS&A. The township might not receive the program until 12-18 months. To get on the list, the township will pay approximately a quarter of the cost. DeRoche made the motion to approve the cost of transferring to BS&A and the 25% to get on the list, seconded by Hillis. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
  4. MI IMPACT GRANT THROUGH THE MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY – Smith explained the process of how residents can participate in the Superior Watershed Partnership for sewer payments. Smith asked those in attendance to spread the word and if they know someone who could benefit from this program, to let them know.
  5. AUTHORIZATION FOR NEW HIRES, PAY, AND EXTRA HOURS – FILE REORGANIZATION ASSISTANTS, DEPUTY SUPERVISOR, MICHIGAN WORKS SUMMER HIRE (WE DON'T PAY), DPW SUMMER HIRES, ADMIN, DPW WORKER (APPROVE 8 MORE HOURS, IF NEEDED) – Hillis spoke about some of the upcoming positions the township may need to hire. She explained the background behind the listed positions and why they were needed. Hillis made the motion to hire file reorganization assistants at \$15 an hour, supported by Smith. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried. Hillis made the motion to approve a deputy supervisor to work 10 hours a week at \$15 an hour, Frisk seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
  6. MICHIGAMME TOWNSHIP PLANNING COMMISSION 2023 ANNUAL REPORT APPROVAL – Informational only.
  7. KEYPAD LOCKS FOR ENTRANCE DOORS AND TIMED LOCKS FOR PARK BATHROOMS – Smith recommended changing from key locks to keypad locks for the 2 doors into the office and community building. Hillis spoke about the timed locks for the park restrooms, and it was recommended to look at this for the library also. Quotes will be sought, and the topic will be readdressed at the next meeting.
  8. BONDS – DeRoche explained that the positions are bonded once someone takes the oath, (elected or appointed). Hannula recommended \$250,000 vs. \$500,000. The topic was tabled.
  9. FORD EXPEDITION BIDS – The township is selling the Ford Expedition and will take bids, with a \$500 minimum. If no bids are received, the vehicle will be scrapped for metal.
- X. PUBLIC COMMENT – N. Ferro, M. McBride, J. Leake, K. Hanson, D. Kinnunen.
- XI. BOARD COMMENT – Frisk.
- VIII. ADJOURNMENT – Smith adjourned the meeting at 8:35 p.m.