

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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Michigamme Township Board
Michigamme Township Community Building

November 13, 2023 – 6:00 p.m.

Minutes

Attendees: Jolene Klump, Nancy Ferro, Beth Koenig, Gary Koenig, Billy Gierut, Peter Starkey, Irene DeRoche, Marsha McBride, Carla Skytta, Dennis Skytta, Rose McBride, Debbie Kinnunen, Joan Carlisle, Margaret Luke, William Seppanen, Paul Olson, Jerry Roach, Friederike Roach, Paul Peterson, Brad DeLongchamp, Donald Leake, Laura Thompson, Julia Leake, John Gregg

- I. CALL TO ORDER – The meeting was called to order by Clerk Hillis at 6:00 p.m.
- II. PLEDGE OF ALLEGIANCE – recited.
- III. ROLL CALL – MEMBERS PRESENT: Clerk Hillis, Treasurer Mattson, Trustee DeRoche, Trustee Frisk. Quorum present.
- IV. ASSIGN MODERATOR – Motion by Frisk to nominate Mattson to be the moderator of the meeting, Hillis seconded. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Nay, Hillis – Aye, Motion carried.
- V. AGENDA: Frisk moved to approve the agenda with DeRoche supporting. Three additions to the Continuing Business portion of the agenda – Frisk requested adding Park Grant Update as #4, Mattson requested moving Boshears Resignation as #5 vs. it being #2 under New Business, DeRoche requested adding Street Light as #6. Two additions to New Business – DeRoche requested adding Video Equipment for Recording Board Meetings as #10 and Mattson requested adding DPW Employees as #11.
 1. AGENDA
 2. MINUTES – Motion by Frisk, support by DeRoche to approve minutes with corrections. 4 Ayes. All in favor. Motion carried.
 - a. Approval of Draft Minutes Regular Meeting 9 Oct 23
 3. TREASURER’S REPORT – Motion by Frisk to approve Treasurer’s report with DeRoche supporting. 4 Ayes. All in favor. Motion carried.
 4. BILLS TO BE PAID – Motion by Hillis, support by DeRoche to pay bills. Hillis added that a \$200 check be paid to the Friends of the Michigamme Community. All in favor. 4 Ayes.
- VI. PUBLIC COMMENT – W. Seppanen, J. Klump, J. Leake. D Kinnunen requested to reserve time for item #3 under New Business.
- VII. BOARD COMMENT – Mattson.

- VIII. CORRESPONDENCE – Mattson read a letter from a Community Member concerned about the township’s inability to send information to an address other than the correct address, mishandling of personal information, and the overall concern about the state of affairs within the township since the loss of B. Seppanen and D. Kinnunen.
- Mattson read a letter from Michigan Township Concerned Citizens requesting the resignation of DeRoche and Mattson from the Michigan Board due to their documented dereliction of duty, lack of fiduciary responsibility, and violating the Open Meetings Act. Approximately 30 community members signed the document.
- Mattson read a document about the Valuable Qualities of a Township Trustee.
- IX. COMMITTEE REPORTS:
1. FIRE BOARD: Trustee DeRoche – Spoke about the bills that were approved to be paid, Scott Holman donated \$5,000 to the rescue boat fund, called out for a brush fire and an extraction on Hwy 41 near the Spurr Township.
 2. PLANNING COMMISSION: Trustee Frisk – No Quorum present at 1 November 2023 meeting. Frisk read B. Gierut’s resignation letter as the PC Chair.
 3. DDA: J. Leake made comments.
- X. CONTINUING BUSINESS
1. TRAINING UPDATE – D. Kinnunen gave updates on the current progress. She updated the board on the sewer account and all the issues with finance charges and delinquent accounts, next focus will be on ensuring invoicing and payroll are correct, and mentioned ongoing bank account reconciliations being done and inputting the correct 2023-2024 budget into QuickBooks.
 2. CREDIT CARD UPDATE – Hillis updated board on current status of replacing the credit cards used by the township. Application has been submitted to Nicolet Bank, which provides municipality credit cards. Cards should arrive within next week or two.
 3. RECYCLE GRANT FINAL REPORT – F. Roach said everything is finalized with the grant and made a comment about all the extra recycling bins. Hillis also made comments about when all the final reports were submitted along with the township receiving the final funding for the grant.
 4. PARK GRANT UPDATE – Frisk spoke about how initially she thought the grants wouldn’t be able to continue without a supervisor, but said Hillis was able to sign once certain documents were completed.
 5. BOSHEARS RESIGNATION – Mattson and DeRoche both stated that the acceptance of Boshears resignation was not valid due to no vote being conducted. After some discussion, the board agreed to vote on accepting the resignation. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Hillis – Aye, Motion carried.
 6. STREETLIGHT – DeRoche emphasized the need to change the streetlight to a dusk to dawn streetlight vs. a streetlight on a timer. DeRoche volunteered to look into it and get a quote from Clancey Electric. He said this time of year it gets dark a lot earlier, so it is a safety concern. D. Leake said he would replace it for free. Motion by Frisk to have D. Leake replace the light, seconded by DeRoche. All Ayes, motion carried.
- VIII NEW BUSINESS
1. TAKE APPLICATIONS AND NOMINATIONS AND BOARD VOTES TO FILL SUPERVISOR’S POSITION – Hillis read the procedures if the board doesn’t agree on an appointment of a supervisor. If no supervisor is appointed within 45 days of the acceptance of Boshears’ resignation, then there

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was a possibility that the township would have to pay for a special election. J. Leake submitted an application. Hillis made the motion to nominate Leake, no one seconded the motion. No action taken.

2. BOSHEARS RESIGNATION (moved to #5 under Continuing Business)
 3. ADMINISTRATIVE ASSISTANT UPDATE – Approximately 15 applications have been submitted. Out of those Hillis stated there was three she would recommend to be interviewed. However, due to lack of equipment and with the ongoing clean-up/training by Kinnunen, Hillis recommended they not hire someone at this time. That technically a lot of the work being done by the administrative assistant was actually the work the clerk should be doing. Hillis made the motion to wait until Kinnunen has trained her and the receptionist to see if an administrative assistant was even needed, Frisk seconded the motion. Four Ayes. Motion carried.
 4. RAISES – Hillis said she would rather see the deputies get a raise instead of her. The deputies have not gotten a raise in more than 2 years. She recommended to wait with her raise until next year's budget. Hillis made the motion to change the deputy hourly rate from \$13 to \$15. All Ayes, motion carried
 5. 2024 ELECTION RESOLUTIONS, UPDATE, AND ELECTION ADMINISTRATOR FOR 2024 ELECTIONS – Two resolutions (Establishing Early Voting Location and Establishing Election Inspector Wages) were approved. The location for the 2024 Election 9-day early voting will be at Tilden Township. The inspector wages will be set by the County of Marquette and the State of Michigan.
 6. OFFICE, EQUIPMENT, AND SECURITY UPDATE – Looking for options to make the Township Office more functional, secure, and updating the aging office electronic equipment. Hillis made the motion to look into these issues and make recommendations at the next boards meeting, Frisk seconded. All Ayes. Motion carried.
 7. PC CHAIR RESIGNATION – Looking for community members who would like to be either the Planning Commission Chair or a PC member.
 8. ORDNANCE ENFORCEMENT OFFICER HOURS AND RECOMMENDATIONS – Confirmed the current Ordinance Enforcement Officer is authorized 20 hours a month. Will attempt to find the contract.
 9. CLANCEY ELECTRIC BILL QUESTIONS IN REGARD TO BUILDING PERMIT – Mattson stated she wanted the company who did the original work on the Engine House to pay for the extra electrical fees the township had to pay due to a failed inspection. Mattson had a bill from Clancey, but didn't have any other supporting documents.
 10. VIDEO EQUIPMENT – DeRoche would like to have the board meetings recorded so Community Members could watch them. He wanted board approval to look into options of what type of equipment would be needed.
 11. DPW EMPLOYEES: Mattson stated the DPW employees have cost the township more than \$15,000 in overtime. She stated it has gotten better but she wanted to bring it to everyone's attention. No motion was made so no action was taken.
- XI. PUBLIC COMMENT: M. McBride, M. Luke, J. Leake, J. Gregg, D. Kinnunen, B. DeLongchamp, R. McBride, P. Olson, W. Seppanen, B. Konig, G. Koenig, P. Peterson.
- XII. BOARD COMMENT: Hillis, Mattson, Frisk
- IX ADJOURNMENT Mattson adjourned meeting at 8:40 p.m.