

Clerk, Tami Hillis  
Treasurer, Laura Mattson

Supervisor,  
Heather Smith

Trustee, Donald DeRoche  
Trustee, Kathleen Frisk

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

Signed-In Guests: Nancy Ferro, Jerry Roach, Friederike Roach, Joan Carlisle, Paul Olson, Debbie Kinnunen, Jamie Aponte, Irene DeRoche.

- 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 – Hillis asked to add Road Crack Seal as Number 11 under new business. Frisk made the motion to accept the agenda with change, supported by DeRoche. All in favor, 5 ayes. Motion carried.
  2. APPROVE MINUTES:
    - A. MARCH 8, 2024, BUDGET WORKSHOP – Motion by Frisk to accept the minutes, seconded by Hillis. All in favor, 5 ayes. Motion carried.
    - B. MARCH 11, 2024, REGULAR BOARD MEETING – Motion by Frisk to accept the minutes, support by DeRoche. All in favor, 5 ayes. Motion carried.
    - C. MARCH 15, 2024, BUDGET WORKSHOP – Motion by Frisk to accept the minutes, support by DeRoche. All in favor, 5 ayes. Motion carried.
    - D. MARCH 25, 2024, SPECIAL MEETING AND BUDGET HEARING – Motion by DeRoche to accept the minutes, support by Mattson. All in favor, 5 ayes. Motion carried.
  3. TREASURER’S REPORT – Mattson said the Nicolet Bank CD will be broken down by fund monthly on the balance sheet. Previously the UMB balance was one lump sum, so Mattson said she broke it down into the funds where they are supposed to be and will continue this in the future. Hillis made the recommendation to include sanitation and park into the general fund since the two funds have been absorbed into the general fund. DeRoche asked why there was no interest accrued on the CD for the previous month, which Mattson said the investment company put these funds in a non-interest-bearing account. Motion by Hillis to accept the Treasurer’s Report, Smith seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.

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4. BILLS TO BE PAID – Hillis explained with the new network that there were a lot of one-time fees, so those payments were part of the previous year’s budget. Motion by Frisk to accept the bills to be paid, seconded by Mattson. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
- V. PUBLIC COMMENT – D. Kinnunen, F. Roach, J. Leake.
- VI. BOARD COMMENT – Smith.
- VII. COMMITTEE REPORTS
1. FIRE BOARD – DeRoche reported there were three calls in March. A fundraiser at Smarty’s Saloon in Negaunee raised about \$1,200 and other businesses plan to send in additional donations for the fire boat. Currently waiting to hear back from the Canadian National (CN) Railway Company in reference to a \$25,000 grant for new radios, which would cover the total cost. The fire chief is looking into safety days again this summer and one of the topics might be Internet safety, and DeRoche mentioned adding CPR/Heimlich Maneuver. There was also discussion on replacing the EMS vehicle.
  2. PLANNING COMMISSION – Frisk reported that Joleen Dutcher, the ordinance enforcement officer, is doing extensive research ensuring the correct verbiage is in the township’s ordinances, and Dutcher is familiarizing herself on the legalities, including speaking with state, county, and local representatives. That way, if an issue arises in the future, she is doing her due diligence in making sure the township’s procedures are established so it will be done correctly and legally. PC is currently working on the master plan and getting it updated.
  3. DDA – Julia Leake reported that the DDA approved its annual report, which the board will see in May; approved newsletter information; approved a letter going to Browns Bay Properties for a sign easement on US 41; snowflakes for the streetlights have been ordered; and discussed their spring projects.
- VIII. CONTINUING BUSINESS
1. PARK GRANT UPDATE – Frisk said two bids came in for the park grant that will be opened. The board can tentatively accept one, but it must go through the DNR for them to approve prior to the board making a final decision.
  2. STREETLIGHT ON MAIN STREET – The streetlight was damaged two winters ago, it was repaired and worked for a while, but isn’t any more. The quote for a new streetlight is \$3,550 and the DPW will install it so a lift will be rented. DeRoche volunteered to work on this and see of Marquette County Road Commission would consider reimbursing the township for the cost since the county plow hit it. Frisk made the motion to order a new streetlight, supported by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
  3. DETERMINE APPROPRIATE FEE FOR BUILDING RENTAL COORDINATOR – \$25 was recommended for smaller functions, and \$50 for larger events upstairs, and if the event is long, the board will consider paying a larger amount on a case-by-case basis. Nancy Ferro said she is ok with the fees and requested when an event is booked that she is notified right away. Frisk made the motion we pay \$25 for downstairs and \$50 for upstairs events, Smith seconded. Roll call vote: Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
  4. ENGINE HOUSE UPDATE/MATERIALS APPROVAL – K2 will complete the insulation of the Engine House. Charlie Gardner and his crew are finished with what they needed to do prior to getting it insulated. The next step is to purchase the supplies for the front interior. The approximate material cost to finish the front portion is \$7,000. Once it is finished and the final tally of the total costs are determined – minus

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what the township, steamer committee, and museum initially agreed to pay – it will be discussed how the outstanding balance is paid. Smith made the motion to purchase the material, supported by DeRoche. Roll call vote: Smith – Aye, DeRoche – Aye, Mattson – Aye, Frisk – Aye, Hillis – Aye. Motion carried.

5. RECREATION TOPICS: MARQUETTE COUNTY REC-TOURISM NETWORK, AND UPDATE ON ORV ORDINANCE – Marquette County is requesting townships/communities review the ordinance. The board decided to move forward and if there are any questions or changes with the ordinance the planning commission will take the lead.

IX. NEW BUSINESS

1. OPENING/APPROVING BIDS – Two bids were received. Moyle Trucking and Excavating’s bid was \$525,300. Ultra Construction Services’ bid was \$511,770.80. The paperwork/bids will be sent to Andrew at IDI Architecture Engineering Consulting to ensure everything is included. Then it will be sent to Merrie at the DNR for approval. Tabled until DNR gives approval.
2. UPDATE ON CR 607 – Only two bids were received, and the lowest bid came from Bacco Construction Company out of Iron Mountain and was accepted by the Marquette County Road Commission. The township’s portion is \$316,018.55. Smith and Hillis signed the Construction Agreement, and it will be sent back for the MCRC representatives’ signatures.
3. MEETING ATTENDANCE REPRESENTATIVES – Board discussed what outside meetings should be attended by a township official. DeRoche said he would attend the meetings for the Marquette County Road Commission and Marquette County Solid Waste Management Authority. Hillis and/or Smith said they would attend the Marquette County Townships Association meeting. Smith clarified the meetings she is required to attend and appointed Mattson to attend the DDA meeting.
4. AUDITOR – Mattson provided a contract example from Jason Clausman, she also contacted other auditors to see who might be available to complete the township’s audit, and contacted surrounding townships to see who they use for their audits. Tabled until board members can review the packet.
5. CAMPGROUND WAIVER – Boy Scout Troop 346 requested to use the campground the first weekend of May. Mattson made the motion to waive the campground fee, seconded by Smith. All in favor, 5 ayes. Motion carried.
6. RAISES FOR BOARD MEMBERS - SUPERVISOR, TREASURER, TRUSTEES— (3%) AND CLERK – (13%) –  
Resolution # 2024-04-08-01 – DeRoche made the motion to give the supervisor a 3% raise, Frisk seconded. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.  
Resolution # 2024-04-08-02 – Smith made the motion to give the clerk a 13% raise, Frisk seconded. Roll call vote: Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Abstained. Motion carried.  
Resolution # 2024-04-08-03 – DeRoche made the motion to give the treasurer a 3% raise, Frisk seconded. Roll call vote: Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Abstained, Hillis – Aye. Motion carried.  
Resolution # 2024-04-08-04 – Mattson made the motion to give the trustee 2 a 3% raise, Smith seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. Motion carried.  
Resolution # 2024-04-08-05 – DeRoche made the motion to give trustee 1 a 3% raise, Mattson seconded. Roll call vote: DeRoche – Aye, Mattson – Aye, Smith – Aye, Frisk – Abstained, Hillis – Aye. Motion carried.

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7. JASPER ENGINEERING – Received quotes for sewer replacement parts. Mattson made the motion to approve the quotes for parts and labor for Jasper Engineering, Smith seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. Motion carried.
  8. APPROVAL OF COMMUNITY MEMBERS APPLYING FOR GRANTS – Mattson encouraged community members to seek out grants that will better the community. Prior to applying for a grant, approval needs to be given from the township board. Hillis made the motion to approve this process, Smith seconded. All in favor, 5 ayes. Motion carried.
  9. U.P.S.E.T DONATION – Mattson made the motion to donate \$1,500, Frisk seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. Motion carried.
  10. CLERK UPDATE – Hillis Informed the board that DPW garage door openers will be installed; no personal bounce houses or trampolines are authorized on township property; getting quotes for installing automatic locks for the park bathrooms and the library; newsletter deadline for this year’s input is April 10; one week prior to board meetings, anyone who wants to speak about a particular topic or if a board vote is required, all supporting documents need to be provided to the clerk; prior earned PTO was paid to Mattson (receptionist) and Hillis (admin); MCTA spring banquet is in May, provide department attendee numbers to clerk NLT April 25; five training sessions are available to anyone interested in or needs precinct inspector training prior to this year’s next elections; additional personnel to assist with clerk files is complete; Lakeview Cemetery has a QR code and a website to assist in locating burial plots; firefighter grant money should be received by the end of April; next joint meeting is April 17 at Spurr; community building keys can be turned in if you have a door code; adjusting DPW worker start time; summer hire hours (28 hours) and wages (\$16 per hour).
  11. ROAD CRACK SEAL – DeRoche recommended that crack sealing should be done on the roads. When Marquette County Road Commission comes back with a quote, the township can opt-out if the cost is too high.
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- X. PUBLIC COMMENT – J. Leake, P. Olson, D. Kinnunen, F. Roach, J. Aponte.
  - XI. BOARD COMMENT – Frisk, Mattson, DeRoche.
  - XII. ADJOURNMENT – Smith adjourned the meeting at 7:47 p.m.