

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
clerk@michigammetownship.com

Michigamme Township Board Meeting
Location: Community Building
Date & Time: May 13, 2024, At 6:00 P.M.
Minutes

Guests: Jerry Roach, Friederike Roach, Steve Coron, Terry McBride, Rose McBride, Chet Kosin, Marsha McBride, Joan Carlisle, Virginia Olson, Justin Murawski, Don Leake, Debbie Kinnunen.

- 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: Trustee Frisk, Treasurer Mattson, Trustee DeRoche, Supervisor Smith, Clerk Hillis. A quorum is present.
- IV. CONSENT AGENDA
 1. AGENDA – Under new business Hillis requested adding auctions as # 13 and Mattson requested adding summer help as #14. Frisk made the motion to accept the agenda with changes, supported by DeRoche. All in favor, 5 ayes. Motion carried.
 2. APPROVE MINUTES:
 - A. April 8, 2024, Regular Board Meeting – Motion by Frisk to accept the minutes, seconded by Mattson. All in favor, 5 ayes. Motion carried.
 - B. April 17, 2024, Special Board Meeting – Motion by Frisk to accept the minutes, seconded by DeRoche. All in favor, 5 ayes. Motion carried.
 - C. April 22, 2024, Special Board Meeting – Motion by DeRoche to accept the minutes, seconded by Mattson. All in favor, 5 ayes. Motion carried.
 3. TREASURER’S REPORT – Mattson spoke about consolidating the park and sanitation funds’ shares with the general fund shares. 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.
 4. BILLS TO BE PAID – Hillis asked for approval of 3 additional bills that came in that day, which were: 1) reimburse Jenna Zwick for some 4th of July prizes, 2) Harbor Freight bill for DPW tools, and 3) Cook Signs bill for Peshekee Grade fire numbers. Motion by Frisk to accept the bills to be paid with the 3 additions, seconded by DeRoche. Roll call vote: Mattson – Aye, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. Motion carried.

- V. PUBLIC COMMENT – V. Olson (tennis court color), D. Kinnunen (mistake/question on Treasurer’s Report).
- VI. BOARD COMMENT – Hillis (asked DDA to have its treasurer come in on either a Thursday or Friday to sit down with new admin), Frisk (court color).
- VII. COMMITTEE REPORTS
1. FIRE BOARD – DeRoche spoke about the ice rescue on Holli Blue Road and said Coast Guard rep is willing to give training on ice rescue, the April 28 house fire on Railroad Street, the May 3 garage fire at Arfelin Lake, and the rescue boat trailer and motor are in; received \$10,000 grant from Canadian National Railway Company for radios; and mentioned that John Koski has 55 years of service with the department and Ed Olson has 53 years of service – Joe Perry is putting them in for Fireman of the Year.
 2. PLANNING COMMISSION – Frisk said the PC is still short 2 members and are figuring out workshop dates for the Master Plan in May and June.
 3. DDA – Julia Leake reported on the billboard status, all of the bikes have been adopted, the gateway location signage that will be placed on the north side of 41 across from the township’s wastewater treatment system, all coordination and posters for the spring market are complete, LED sign is moving forward – working with Optec Signs and a rep will be here May 21 with his trailer to show how LED signs work and will give a recommendation on the sign specifics-to include placement, angle, lights, electricity, etc.
- VIII. CONTINUING BUSINESS
1. PARK GRANT UPDATE – Frisk said the contract has been signed by all parties, the project end date is August 23, 2024, any change orders must be approved by the DNR, and there might be a potential donor. Mattson asked if the board could re-look at some of the cost-saving items that were brought up by Ultra, DeRoche recommended we stay with what the contract states, so the recommendation was to leave it as is.
 2. AUDITOR – Mattson recommended Jason Clausen for a 3-year contract. Hillis recommended only a 1-year contract since it’s been a while since that company has done the township’s audit. Mattson made the motion to hire Jason Clausen for a full audit for this year, seconded by Frisk. Roll call vote: Mattson – Aye, Frisk – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 3. POLICY/RESOLUTION FOR INCREASING PROPERTY TAX FEE FROM \$1 TO \$5 – Mattson recommended the township change how it receives payments/make payments if a taxpayer sends in the wrong amount for his taxes, which will reduce the amount of paperwork. The board recommendation, by the majority, was to not accept the resolution.
- IX. NEW BUSINESS
1. OPENING/APPROVING BIDS AND QUOTES AND GFL CONTRACT ADDENDUM – a) Addendum to GFL contract – Motion by DeRoche to accept the addendum to extend the contract for an

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

- additional 3 years, seconded by Mattson. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried, **b**) Gravel & topsoil – Hamel Excavating came in the lowest with \$4,025 for gravel and \$2,000 for topsoil, and ATP was \$4,105 for gravel. ATT the township is unwilling to pay for gravel on Pink Road, which can be discussed later, but the rest of the areas were approved. DeRoche made the motion to accept the Hamel quote for the gravel and topsoil, seconded by Frisk. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried, **c**) A&F change request for outside steps on north side of community building – the landing on the east side stairs was damaged during the winter. Frisk made the motion to accept the additional cost of \$3,486 to replace the landing, seconded by Mattson. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried, **d**) Community building brick/mortar work – the only quote received was from Closner Construction. Due to the specialized work, the board accepted that only one quote was needed, which was \$32,461.80. Frisk made the motion to accept the Closner Construction quote, support from DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried, **e**) K2 Insulation in Engine House – Originally the quote was for \$11,724 plus an additional \$1,124 for the interior partition wall, the updated quote included the partition wall for a total of \$11,944. Smith made the motion to accept the updated quote, seconded by Frisk. Roll call vote: Smith – Aye, Frisk – Aye, Mattson – Aye, DeRoche – Aye, Hillis – Aye. Motion carried, **f**) Park bathrooms and library programable locks – Superior Lock and Security quote was \$2,957. The board has decided to leave the bathroom and library doors open 24/7 from Memorial Day weekend through Labor Day weekend. If vandalism occurs, locks will be installed. Frisk made the motion to approve the three locks, if needed, seconded by Smith. Roll call vote: Frisk – Aye, Smith – Aye, Mattson – Aye, DeRoche – Aye, Hillis – Aye. Motion carried, **g**) DPW cabinets – The cost of the cabinets was originally put in the budget. Received 3 quotes. Home Depot was lowest at \$6,072.33. Frisk made the motion to accept the Home Depot cabinets quote, Mattson seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried, **h**) Park picnic tables – Approved originally in the budget. For 20 tables it is \$25,668 and 10 tables are \$12,834. Motion by Mattson to approve purchasing 20 tables, firepits, and grills, seconded by Frisk. Roll call vote: Mattson – Aye, Frisk – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried, **i**) Cooling/heating unit for supervisor’s office – quote from Bianco Plumbing and Heating was \$4,995. Frisk made the motion to accept Bianco’s quote, Mattson seconded the motion. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
2. ASSESSOR UPDATE – Justin said the March board of review went well and was approved by the state, he will start more field work so he’ll be inspecting approximately 20% of the properties this year, all new property sales will be inspected, he took pictures of the house fire property since it was a substantial structure loss, next year a Public Act 660 Assessment Roll Audit will be done. Recommends sending him an email (assessormichigamme@gmail.com) if possible, vs. calling (906-396-5429), but he will respond to either.
 3. REPURPOSED LAPTOP TO FD FOR I AM RESPONDING – Fire Department needs a laptop for its I am Responding program. Due to the Township Office getting new computers, one of the old

laptops can be re-purposed for \$130. Mattson made the motion to accept giving the fire department the laptop and them paying \$130 labor fee, seconded by Frisk. Roll call vote: Mattson – Aye, Frisk – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.

4. COMPENSATION FOR MEETINGS – Mattson explained how Humboldt Township pays its board members a set amount plus mileage to attend any meeting other than its regular monthly board meeting. Frisk asked for documentation on this topic. The topic is tabled until supporting documentation is provided for review.
5. BOAT LAUNCH – DREDGING – Mattson said some community members have approached her and asked if the boat launch by the beach area deeper, i.e. so larger boats could use it. Frisk pointed out that there are other boat launches that are deeper, and DeRoche added that the current boat launch by the beach was designed for the current grade of the lake on that end. The recommendation was to table the discussion until Mattson could provide additional information.
6. DDA ANNUAL REPORT – Motion by Hillis to approve the 2023 Michigamme Township DDA Financial Report, seconded by Smith. Roll call vote: Smith – Aye, DeRoche – Aye, Mattson – Aye, Frisk – Aye, Hillis – Aye. Motion carried.
7. DDA REQUEST TO SPLIT COST OF STREET LIGHT DECORATIONS – Mattson read a letter from the DDA requesting a “...cost share on our Christmas lights street decoration project. All members of the DDA found it prudent to purchase long-lasting, quality outdoor winter decorations rather than to continuously replace items meant for home use. At the time of this decision, the estimated cost of this project was close to \$3,000. However, due to everything getting more expensive, the final cost for 11 snowflakes is \$4,217, which includes the brackets. On March 11, 2024, during committee reports, chairperson Scott Gravedoni requested that the township partner with the DDA to cover the cost of this beautification project. The township board gave no response nor showed any reaction. We would appreciate if the board could revisit our request for cost-sharing of this project.” Frisk brought up the township’s cost of paying the two DPW employees who are responsible for putting up and taking down the decorations each year. Motion by Mattson to pay half of the \$4,217. No second. Frisk made the motion to cover the \$1,217, seconded by Mattson. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
8. WEBSITE REDESIGN – Hillis explained the township’s current website needs to be redesigned, removing unnecessary information, and creating a user-friendly website. Hillis mentioned she has done the documentation to become a .gov vs. a .com for email and recommended the website goes to a .gov also. That process will take a minimum of 30 days before it comes back approved. A proposal for a new website was discussed along with the potential cost. Getting away from the current website manager would allow the township the capability to maintain and control its own website. Tabled.
9. SIGNS FOR BALLFIELD/PARK – Frisk explained that the current ballfield has a lot of dog feces. Frisk made the motion to get 6 signs and put them at the ballfield entrance and around the ballfield saying, “No dogs allowed,” support by DeRoche. All in favor, 5 ayes. Motion carried.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

10. CEM GRANT – Hillis explained that the township does not have to match this energy grant. Julia Leake has done most of the work on this grant, including getting quotes for all the work that will be done. The township will be responsible for initially putting the money down on the windows and insulation, but will be reimbursed for everything, including employee labor. In addition, Leake got a quote for replacing all the lights in the library and community building. Leake gave the board a brief description of all the areas that the grant will cover, and she explained that all the products must be made in the United States.
11. RESOLUTION FOR NEW INVESTMENT COMPANY – MICHIGAN CLASS – Mattson explained that no new resolution was needed. She wanted the board to be aware that she plans to move the money from Primerica to Michigan Class, since that is a guaranteed interest.
12. CLERK UPDATE – 1) Cluster box (locked box so committee members can get their paperwork after hours) for outside is enroute and will be delivered by mid-May, 2) Clarification on having alcohol if community member (must have it on homeowner's insurance) rents the community building or pavilion, and 3) Update on grants.
13. AUCTIONS – Hillis said there are numerous items, i.e. refrigerators, pianos, etc., that should be put up for auction. Recommendation is to compile a list of items, post it, and require sealed bids. Anything left will be disposed of.
14. SUMMER HELP – Mattson recommended the board go back to voting on all employee hires. Mattson said the previous year's hires should have been hired back since they were laid off. Frisk corrected her and said the employees were seasonal, therefore didn't fall under being laid off. DeRoche said according to the MTA, all decisions must be made by the board. The board previously gave the supervisor the authority to make these types of decisions, including hiring and firing. Currently there is no township policy on the hiring and firing of employees, which is something the board said needs to be investigated.
- X. PUBLIC COMMENT – J. Leake (dredging, dog feces on township properties, DNR-grants, public opinion survey), Marsha McBride (ballfield, cold weather training for EMS/Fire, maybe incorporate energy plan into master plan), Deb (auditor).
- XI. BOARD COMMENT – Mattson (bringing the citizens questions/ideas forward), Frisk (clarification on LED sign), DeRoche (fire chief looking into cold weather training, dog feces).
- XII. ADJOURNMENT – Smith adjourned the meeting at 8:28 pm.