

Clerk, Tami Hillis
Treasurer, Marsha McBride

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

Michigamme Township
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Michigamme Township Board Meeting
Location: Community Building
Date & Time: December 9, 2024, at 6:00 PM
Minutes ~~(Draft)~~ w/ Corrections

Guests: Debbie Kinnunen, Bill Kinnunen, Beth Koenig, Bill Seppanen, Paul Olson, Kay Frisk, Scott Gravedoni, Carla Skytta, Laura Mattson, Viki DeMars, Donald DeRoche, Irene DeRoche, Charlie Gardner.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:00 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Announcements – Supervisor Leake (introduced new board), (Board of Appeals – no openings), (upcoming events and meetings), (library windows), (CEM grant).
- IV. Roll Call – Present: Trustee Gregg, Treasurer McBride. Supervisor Leake, Trustee Seppanen, Clerk Hillis.
- V. Consent Agenda –
 - 1-Agenda – Gregg made the motion to approve the agenda, seconded by Seppanen. All in favor, 5 Ayes. Motion carried.
 - 2-Approve Minutes from:
 - i. November 11, 2024, Regular Board Meeting – McBride made the motion to approve the minutes with correction, seconded by Gregg. All in favor, 5 Ayes. Motion carried.
 - ii. November 19, 2024, Special Board Meeting – Gregg made the motion to approve the minutes with corrections, seconded by McBride. All in favor, 5 Ayes. Motion carried.
 - iii. November 21, 2024, Special Board Meeting – Gregg made the motion to approve the minutes, seconded by McBride. All in favor, 5 Ayes. Motion carried.
 - 3-Treasurer’s Report – McBride is working on getting access to documents and bank accounts, and there are issues with the tax program, so she has no access to tax bills. Gregg made the motion to approve the Treasurer’s report, seconded by Seppanen. Roll Call Vote – Gregg – Aye, McBride – Aye, Leake – Aye, Seppanen – Aye, Hillis – Aye. Motion carried.
 - 4-Bills to be Paid – Hillis asked for approval to pay 5 bills that came in today; gave additional information about the paving of County Road 607; and recommended paying the Hamel bill, that was tabled at a previous board meeting, because the service has already been done. The board agreed that in the future sewer pumping should be bid out. Gregg made the motion to

approve the bills including the additional 5, seconded by McBride. Roll Call Vote – Gregg – Aye, McBride – Aye, Leake – Aye, Seppanen – Aye, Hillis – Aye. Motion carried.

- VI. Public Comment – D. Kinnunen (transferring money).
- VII. Board Comment – Gregg (appreciated having all the material for the meeting), McBride (thanked Laura Mattson for coming in and helping), Leake (appreciates community input, thanked DPW workers).
- VIII. Correspondence: None.
- IX. Committee Reports
 - A. Fire – No ~~repost~~report. Budget submitted.
 - B. Planning Commission – need someone appointed, master plan needs to be completed by December 31.
 - C. DDA – Christmas party, will accept food or money donations, LED sign will be shipped Thursday, LED sign training of office personnel.
 - D. Michigamme Seniors – November financial report included in packet - Seppanen pointed out a mistake, the quarterly Township donation of \$3,000 isn't reflected in the report, Spurr will be donating money beginning in January.
 - e. DPW Report – no report
- X. Continuing Business
 - a. Employee complaint letter – tabled by previous board, it's a ~~mute-moot~~, done deal, it should have been handled, should have followed the employee handbook policy, moving on from it, it cost the Township legal fees, in the future if there is an issue it will be handled right away according to policy.
 - b. Sewer line force main break – a resolution was approved at previous special board meeting, repairs and parts have been replaced, there is still a pressure problem, looking for a replacement pump. The current cost is \$11,900 - not including DPW wages.
 - c. Park Grant Final Update – received a written statement from Ultra – If there are issues with water getting into bathrooms in the spring due to new construction of tennis court, Ultra construction will address at that time as a warranty item. Final check for \$64,383 was paid to Ultra.
 - d. Receptionist Position – posted and conducted interviews.
- XI. New Business
 - a. Michigamme Spurr 4th of July Council – The Township is currently looking for volunteers to run the Michigamme Spurr 4th of July Council. Previous members have resigned. Dan and Lisa Swiedals, who were the last members of the council, explained what the council is responsible for and volunteered to assist any new volunteer to explain all that needs to be done. Leake said announcements will be posted to ask for volunteers.

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- b. Board Training Opportunities – McBride explained the upcoming training opportunity for new board members. Hillis asked board members to fill out the registration form and return it to her so she can register those who want to attend.
 - c. 2025 Employee Benefits Package – No changes from previous year. Motion by McBride to accept employee benefits for 2025, seconded by Gregg. Roll Call Vote – Seppanen – Aye, Gregg – Aye, McBride – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - d. Employee Health Insurance – Rates went up 16.68%. The company used is Buursma. Leake explained the different options and cost of each option. McBride made the motion to accept Option 1, but give the employees the option of Option 3, however we will only pay the Option 1 deductibles of \$2,500/\$5,000 toward their HSA, seconded by Gregg. Roll Call Vote – McBride – Aye, Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - e. Supervisors Fire Board and Planning Commission recommended appointees – Leake made the motion to appoint Seppanen to the Fire Board, seconded by Hillis. All in favor, 5 Ayes. Motion carried. Leake made the motion to appoint Gregg to the Planning Commission, seconded by Seppanen. All in favor, 5 Ayes. Motion carried.
 - f. Assessor, Justin Murawski’s, 2025 contract – Hillis made the recommendation to change the signature line from her to Leake. Gregg made the motion to accept the Assessor, Justin Murawski, contract with the correction, seconded by Hillis. Roll Call Vote – Gregg – Aye, McBride – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - g. Openings for application – all will be posted.
 - Board of Appeals – no openings.
 - Planning Commission – 2 openings lasting 3 years. Leake made the motion to make an interim appointment of Kay Frisk to the Planning Commission from December 9, 2024, to January 13, 2025, at which time applications will be reviewed and new members appointed, seconded by Gregg. All in favor, 5 Ayes. Motion carried.
 - DDA has 1 opening ending in 2026 – applications are available at the office and online.
 - BOR has 4 openings lasting for 2 years – applications are available at the office and online.
 - h. Business Account Security – McBride explained that currently the Township has no fraud protection on any of the accounts at Range Bank. The cost would be \$5 an account, \$70 a month. Seppanen made the motion to table the topic until we get more information, seconded by Leake. All in favor, 5 Ayes. Motion carried.
 - i. Audit Update – Send QuickBooks reports and balance sheets so the auditor can review and give recommendations on what the Township should do. Based on that we can readdress at the next meeting. Gregg made the motion to send the reports to the auditor, seconded by Seppanen. All in favor, 5 Ayes. Motion carried.
- XII. Public Comment – V. DeMars (announcements not getting out to all community members, work with different associations to get info out), R. Gravedoni (follow Township policies, fireworks, fraud protection, audit), I. DeRoche (fraud protection), K. Frisk (quarterly newsletter, audit), D. Kinnunen (newsletter/calendar), D. DeRoche (sub-committees, snowflakes on streetlight poles, grants), S. Gravedoni (snowflakes on streetlight poles, fraud protection), B. Seppanen (training).

- XIII. Board Comment – Gregg (quarterly newsletter), McBride (Township policies and handbook, office staff, delegating statutory duties, training), Leake (quarterly newsletter, email lists for mailings, talented community members), Hillis (bond paperwork, delegating/performing statutory duties).

- XIV. Adjournment – Gregg made the motion to adjourn the meeting, seconded by McBride. All in favor, 5 Ayes. Motion carried. Meeting adjourned at 8:20 pm.