

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
admin@michigametownship.com

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

Attendees: Nancy Ferro, Beth Koenig, Gary Koenig, Irene DeRoche, Jerry Roach, Friederike Roach, Virginia Olson, Paul Olson, Joan Carlisle, Marsha McBride, Justin Murawski, Carla Skytta, Brad DeLongchamp, Debbie Kinnunen, Rachel Howe, John Howe, Julia Leake, 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, Trustee Frisk, Supervisor Smith, Clerk Hillis. Quorum present.
- IV. CONSENT AGENDA – Frisk moved to approve the agenda, Hillis supporting. 5 Ayes. Motion carried.
 1. AGENDA
 2. MINUTES – Motion by Hillis to accept minutes with corrections, Frisk supporting. 5 Ayes. Motion carried.
 - a. Approval of Draft Minutes for Regular Meeting December 11, 2023.
 - b. Approval of Draft Minutes for Special Meeting December 15, 2023.
 3. TREASURER’S REPORT – Mattson spoke about how the interest rates on the Primerica investments are finally going up. However, Mattson has spoken to other investment agencies, and they are speculating that the interest rate will be going down. Her recommendation is to put some of the investments into CDs for 2 ½ - 3 years. Mattson will look into the penalties if we take the money out early. Motion by Frisk to accept the Treasurer’s report with DeRoche supporting. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Hillis – Aye, Smith – Aye. Motion carried.
 4. BILLS TO BE PAID – Motion by Frisk, support by Hillis to accept the bills to be paid, except the reimbursement of the \$52.40 for transportation fees. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye, Smith – Aye. Motion carried.
- V. PUBLIC COMMENT – J. Roach, J. Leake, F. Roach, D. Kinnunen, B Koenig.
- VI. BOARD COMMENT – Mattson, DeRoche, Hillis.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

VII. COMMITTEE REPORT:

1. FIRE BOARD – DeRoche said Joe turned in his CIPs. Jay Killoran is sending a letter to Eagle Mine from the Fire Board asking for a donation to cover the rest of the cost for the rescue boat. In the letter it will state what we're doing, why we're trying to get a fire boat, and why we want to get it now.
2. PLANNING COMMISSION – Frisk said there are still two seats open. Currently working on 2023 annual report. There is a PC workshop meeting on January 18. We need more resident involvement. We're just trying to get everything caught up, and up to date.
3. DDA – J. Leake said they elected new officers. The Chair is S. Gravedoni, Vice Chair is Virginia Olson, Secretary is J. Leake, and Treasurer is R. Gravedoni. Currently, they are reconciling their budget, they want to continue hosting the Christmas party – will liaison with the Museum, and they have requested the township board budget some more money in the Children's Activity Fund. They completed their CIPs and budget for the next fiscal year. They will reach out to the Planning Committee to schedule a meeting to go over the Master Plan.

VIII. CONTINUING BUSINESS

1. PARK GRANT UPDATE – Frisk said there wasn't any new information and we're just waiting on the state. Will add Smith to the account.
2. TRAINING UPDATE – D. Kinnunen spoke about how much work it has been to reconcile all the accounts since they have been neglected. Still working on invoicing. Spoke about the WEX accounts and how all receipts need to be turned in. B. DeLongchamp mentioned that when a fuel purchase is made it should be automatically sent to the administrator of the account. We are not receiving this, so we need to set up the account properly. Until this is set up, all cardholders need to turn in receipts. Working on W-2's, 1099's, and federal and state transmittals. She doesn't think we will be complete with all the training by the end of January. Spoke briefly about QuickBooks – board members asked questions about manually inputting items vs. pulling in a file.
3. CAMERAS IN COMMUNITY BUILDING/OFFICE/LIBRARY – Hillis said she doesn't have any update.
4. TOWNSHIP ATTORNEY – There was discussion among the board members about the pros and cons of both law firms. Motion by Frisk to make Fahey Schultz the primary attorney and use Mr. Zappa as the secondary, Hillis supporting. Roll call vote: Mattson – No, DeRoche – No, Frisk – Yes, Hillis – Aye, Smith – Aye. Motion carried. DeRoche clarified that the Supervisor is the legal representative/primary and Hillis is secondary if the lawyer needs to be contacted.
5. GRANT WRITER – Hillis said she doesn't have any update.

IX. NEW BUSINESS

1. OPEN BIDS FOR COMMUNITY BUILDING UPDATES AND REPAIRS – Only one bid was received. Opened bid from A&F Construction out of Marquette. Smith read the bid out loud including the cost of each item that was bid on. The second item – the Dutch door – is the one item out of the seven that was not approved. We will go back to A&F to determine if it would be more cost effective to have a window vs. a door. Smith said she doesn't feel the township is a very secure

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

- place. She also mentioned having keypad locks installed. Motion by Hillis to accept the bid with an addendum to item number two with Frisk supporting. Roll call vote: Mattson – Yes, Frisk – Aye, DeRoche – Aye, Hillis – Aye, Smith – Aye. Motion carried.
2. NEW ASSESSOR SALARY – Hillis introduced the new assessor, Justin Murawski, who spoke about his background. Hillis made the recommendation to pay the assessor a flat rate of \$1,500 a month, Frisk seconded. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 3. REPHRASE AMENDMENT TO TOWNSHIP BOARD RESOLUTION AUTHORIZING ADMINISTRATIVE POWERS – DeRoche read the resolution. DeRoche made the motion to accept the rephrased amendment, Frisk seconded. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 4. LAPTOP, DOCKING STATION, AND ACCESSORIES PURCHASE, FIREWALL PURCHASE, COMPUTER LIFECYCLE IMPLEMENTATION, AND NEW INTERNET PROVIDER – Mattson made the motion to spend money on the laptop and the firewall, Frisk seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried. Hillis and D. Leake will look into another technology company and will be receiving a briefing on December 9, 2004, and if it's a significant increase in cost over what the township currently pays, Hillis will bring it before the board next month.
 5. OFFICE FURNITURE AND FILE CABINET PURCHASES BASED ON OFFICE REORGANIZATION – Hillis spoke about how a township should be filing its documents. Frisk made a motion to purchase furniture and file cabinets as needed for office reorganization, supported by DeRoche. Roll call vote: DeRoche – Aye Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 6. JAMIE'S INJURY/NO CLEANING BEING DONE/NEED OUTSIDE ORGANIZATION (SCI JANITORIAL) TO COME IN AND CLEAN OR HIRE ADDITIONAL CLEANING PERSON – SCI Janitorial will come in and give us a quote on cleaning all the floors. DeRoche mentioned we may need to hire an additional person. DeRoche made the motion to give Hillis the authority to get the building cleaned by SCI, Frisk seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 7. BCN HEALTH INSURANCE PROPOSAL FOR FEBRUARY 2024 AND HSA DEDUCTIBLE – Hillis made the motion to accept Option 1, Frisk seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 8. DPW SUPERVISOR PAY RAISE – J. Howe became certified on the Sewage Treatment Works. DeRoche made the motion to give Howe a \$3 per hour raise that will be retroactive to the date of Howe passing, seconded by Frisk. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 9. QUICKBOOKS RENEWAL NOW VS. WAITING UNTIL MAY 2024 – Township's subscription expires in May 2024. Recommendation to get with the accountant to see if he recommends the online or desktop version. Hillis will gather the info and bring it back to the board next month.
 10. SET BUDGET WORKSHOP DATES – All department budgets need to be submitted by January 31. Workshop dates will be determined at February's board meeting.
 11. SET DUE DATE FOR CAPITAL IMPROVEMENTS FROM DEPARTMENTS – Deadline to submit CIPs is 3 p.m. January 22 and scheduled to score the CIPs beginning at 8 a.m. January 30.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

12. TOWNSHIP RATES FOR COMMUNITY BUILDING, PARK, AND CAMPGROUND RENTALS – Mattson wanted to bring it to the board’s attention that non-residents, specifically Spurr residents, pay significantly more than Michigamme residents if they want to rent a facility. A community member pointed out that the township’s policy already has Spurr residents paying the same amount as Michigamme residents. Mattson will provide documentation of the current rates to board members at next month’s meeting.
 13. SEWER IN THE FUTURE: COMMUNITY MEMBERS INTERESTED IN RESEARCHING TO FIND A GRANT – Mattson said there are community members who would be willing to research possible infrastructure or other grants. At this point, it’s in the fact-finding stage.
 14. MARIJUANA REFERENDUM – DeRoche requested he would like to research to put this topic on the November 2024 ballot. Hillis made the motion that DeRoche should do some fact-finding, Frisk seconded. 5 Ayes. Motion carried.
-
- X. PUBLIC COMMENT – D. Kinnunen, B. Koenig, Irene DeRoche, Friederike Roach.
 - XI. BOARD COMMENT – Deroche, Frisk.
 - XII. ADJOURNMENT – Smith adjourned the meeting at 8:35 p.m.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
admin@michigammetownship.com

Michigamme Township Special Board Meeting
Location: Township Office Board Room
Date & Time: January 17, 2024, At 7:00 P.M.
Minutes

Attendees: Debbie Kinnunen, John Howe

- I. CALL TO ORDER – The meeting was called to order by Supervisor Smith at 7:00 p.m.
- II. PLEDGE OF ALLEGIANCE – Recited
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Supervisor Smith, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda, Hillis seconded the motion. 5 Ayes. Motion carried.
- V. PUBLIC COMMENT – Kinnunen
- VI. BOARD COMMENT – Frisk, Smith, Hillis
- VII. NEW BUSINESS
 1. PURCHASE DPW TRUCK AND PLOW – Hillis spoke about the three quotes for the truck. The board discussed the pros and cons of each of the vehicles. John Howe was asked what his preference was, which his recommendation was to go with the cheapest vehicle, which was from Fox Negaunee. DeRoche made the motion to purchase the Ram Crew Cab for \$54,338, Frisk seconded the motion. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried. The board members discussed getting rid of the Ford Expedition, either by trade-in, scrap, or sell outright. Next Hillis spoke about the three quotes for the plow. The board discussed the pros and cons of each of the quotes. John Howe was asked what his preference was, which he recommended going with Honkala’s Service and the stainless-steel plow, snow foil kit, and light harness-if necessary. DeRoche made the motion to purchase the 9.2-foot stainless-steel plow from Honkala’s Service for \$9,200 and \$300 for snow foil kit, Frisk seconded the motion. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried.
- VIII. PUBLIC COMMENT
- IX. BOARD COMMENT
- X. ADJOURNMENT – Smith adjourned the meeting at 7:21 p.m.

Michigamme Township Board Members

Supervisor – Heather Smith
Clerk – Tami Hillis
Treasurer – Laura Mattson
Trustee – Donald DeRoche
Trustee – Kathleen Frisk

Spurr Township Board Members

Supervisor – Jason Killoran
Clerk – Jessica Omernick
Treasurer – Tammy Marier
Trustee – Dennis Benti
Trustee – Joel LePage

Michigamme/Spurr Township Board Meeting

Location: Spurr Township Hall

Date & Time: January 17, 2024, at 6:00 P.M.

Draft Minutes

Attendee: Paul Peterson

- I. CALL TO ORDER- The meeting was called to order by Supervisor Jason Killoran at 6:00 p.m.
- II. PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.
- III. ROLL CALL
Spurr Township Board Members: Supervisor Jason Killoran, Treasurer Tammy Marier, Trustee Dennis Benti and Trustee Joel LePage. Absent: Clerk Jessica Omernick.

Michigamme Township Board Members: Supervisor Heather Smith, Clerk Tami Hillis, Treasurer Laura Mattson, Trustee Donald DeRoche and Trustee Kathleen Frisk.
Quorum is present.
- IV. AGENDA APPROVAL- Motion made by Trustee DeRoche to approve agenda, seconded by Trustee LePage. 9 Ayes. 0 Nays. Motion carried.
- V. APPROVAL OF MINUTES- October 23, 2023, Joint board Meeting- Motion to approve the minutes with change by Trustee LePage, seconded by Trustee Benti. 9 Ayes. 0 Nays. Motion carried.
- VI. Board Comment- Trustee Frisk: asked Supervisor Smith and the Spurr board members to introduce themselves and give a little background since Supervisor Smith was new.
- VII. New Business
 - a. Fire/EMS Budget, Stipends, and Meeting Attendance Bonus
 - i. Supervisor Killoran explained that during previous joint board meetings the officer stipends, non-officer firefighter bonus, and split of the pay/stipends were previously agree upon. There was some mis-communication and Clerk Hillis had paid the firefighters who attended the June and July meetings \$25. Checks were

either returned or voided. All non-officer firefighters will receive their bonus for attending meetings at the end of the year when the officer firefighters receive their stipends. The firefighter's current budget was approved, and P. Peterson was asked to provide an EMS budget. The board discussed the current status of the rescue boat, and recommendations of raising and getting money to help pay for the boat, motor, and trailer. Treasurer Mattson said currently there was \$9,688 in the account. Trustee DeRoche made the motion to approve the Spurr/Michigamme fire budget as presented for the \$31,000, support by Trustee LePage. Roll Call Vote: Trustee LePage- Aye, Trustee Bentii- Aye, Treasurer Marier- Aye, Supervisor Killoran- Aye, Supervisor Smith- Aye, Trustee Frisk- Aye, Treasurer Mattson- Aye, Trustee DeRoche- Aye, Clerk Hillis- Aye. 9 Ayes. 0 Nays. Motion carried.

b. Set Dates for 2024 Joint Meetings

- i. Wednesday, April 17, 2024, at 6:00 p.m. at Spurr
Wednesday, July 17, 2024, at 6:00 p.m. at Michigamme
Wednesday, October 16, 2024, at 6 p.m. at Spurr
- ii. Trustee Frisk made the motion to accept the dates for the 2024 calendar year, Trustee DeRoche supported. All in Favor: 9 Ayes. 0 Nays. Motion carried.

c. DPW Supervisor Raise

- i. Clerk Hillis stated that John, the DPW Supervisor, became certified on the Sewage Treatment Works, therefore receiving an increase of \$3.00 per hour, beginning November 2, 2023. The impact to Spurr would be if John is working at the cemetery, that his wage would be higher, therefore increasing the amount of the cemetery cost split between Michigamme and Spurr.

VIII. Old Business

a. Tri Media

- i. Trustee Frisk asked Supervisor Killoran if he would give a condensed version of what's going on with the cemetery for newly appointed Supervisor Smith's benefit, so she would understand the project.
- ii. Supervisor Killoran gave an update and explained that Tri-Media now needs the original maps and hard copies from Michigamme Township to make the website better. TriMedia provided a QR code and anyone can look up information of the website. TriMedia will merge the data they've acquired with the hard copy data from Michigamme.

IX. Public Comment- 1 comment thanking the boards for the support for the fire department and first responders.

X. Adjournment- Meeting adjourned at 6:29 p.m. by Supervisor Killoran.

The next joint meeting will be Wednesday, April 17th, 2024, at 6:00 p.m. at Spurr Township Hall.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
admin@michigammetownship.com

Michigamme Township Special Board Workshop
Location: Community Building
Date & Time: January 30, 2024, At 8:00 A.M.
Minutes

Attendee: Julia Leake

- I. CALL TO ORDER – The workshop was called to order by Supervisor Smith at 8:00 a.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Trustee and PC Board Representative Frisk, Supervisor Smith, Clerk Hillis, PC Chair Marsha McBride, PC Secretary Irene DeRoche. Quorum present.
- IV. APPROVE AGENDA – Motion to approve agenda by Frisk, support by Hillis. 7 Ayes. Motion carried.
- V. PUBLIC COMMENT – J. Leake.
- VI. BOARD COMMENT – None
- VII. NEW BUSINESS – CIP Scoring – The following CIP requests were scored: Community Building – 1. Replace damaged brick, tuck points, and mortar on upper building and seal upper windows, 2. Kitchen ventilation and plumbing issues, 3. Elevator area water intrusion, 4. Install drain tile to divert water away from north side of the building, 5. Install fire alarm system, 6. Install camera system in building and office. Office – 1. Purchase BS&A software, 2. Purchase office furniture and conference table and chairs. Park, Beach, and campground – 1. Purchase 20 ADA compliant picnic tables, fire pits, and grills 2. Replace boat ramp, 3. West end campground study, 4. Ball field rehab. DPW – 1. 45' manlift, 2. Storage pole barn. Township Property – 1. Dog park, 2. Clean-up east end of RR street. Fire Department – 1. Rescue boat, 2. Air packs, 3. Fire Hall addition. EMS – Radios and pagers, 2. Defibrillator, 3. EMS truck. DDA – 1. US 41 entry sign, 2. Downtown public restrooms, 3. LED sign board.
- VIII. PUBLIC COMMENT – None
- IX. BOARD COMMENT – None
- X. ADJOURNMENT – Smith adjourned workshop at 11:15 a.m.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
admin@michigammetownship.com

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: February 5, 2024, At 6:00 P.M.
Minutes

Attendees: Debbie Kinnunen, Nancy Ferro, Dennis Skytta, Carla Skytta, Joan Carlisle, Virginia Olson, Paul Olson, Lisa Swiedals, Rolf Anderson, Janice Anderson, Marsha McBride, William Seppanen, Irene DeRoche, Jolene Klump

- 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, Trustee Frisk, Supervisor Smith, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Deroche. 5 Ayes. Motion carried.
- V. PUBLIC COMMENT – D. Kinnunen, J. Leake.
- VI. BOARD COMMENT – Frisk, Hillis, Smith, DeRoche, Mattson.
- VII. CONTINUING BUSINESS –
 1. Vote on the A&F bid – Hillis compared the two A&F Construction Co. Bids and stated the original bid dated January 8, 2024, had the second item as a new ½ (Dutch) door for \$11,500 and the January 17, 2024, updated bid for a pass-thru sliding window for \$6,427. DeRoche made the motion to accept the bid of \$6,247 for the window, seconded by Hillis. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried. Frisk pointed out that the A&F Construction Co. bid on January 8, 2024, had the seventh item as double doors at the north end of the gym for \$12,385 and the January 17, 2024, updated bid for \$12,700. Hillis explained the original price was a guess and the actual price was \$315 more. Frisk made the motion to make the adjustment up to \$315 more for the double doors, Smith seconded it. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried.
- VIII. NEW BUSINESS
 1. PAY AN OUTSIDE ORGANIZATION AND/OR PEOPLE TO FINISH FIXING ADMINISTRATIVE AND BUDGET ISSUES AND CONDUCTING TRAINING – Frisk recommended a couple of names out of

LaCrosse & Associates out of Ishpeming, and stated we needed a bookkeeper to finish the reconciliations and then select someone to train the employees, clerk, and treasurer. Frisk said we need to hire someone now. Hillis mentioned she spoke with a retired CPA who has been working with municipalities and schools for the last 50 years. This individual said he would probably be more effective as someone who answered questions and oversaw the corrections vs. being the one to do the work. DeRoche recommended we reach out to the clerk at Humboldt Township and that would be our starting point. DeRoche made the motion that we ask Ms. Etelamaki to come in and help us get started. Julia Leake mentioned Scott Kenney who is a retired CPA and currently the supervisor in Crystal Falls. Frisk made the motion to hire an accountant, CPA, or bookkeeper to finish the reconciliations and get everything updated in QuickBooks, DeRoche supports. Roll call vote: Mattson – Aye, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. 5 Ayes. Motion carried. DeRoche made the motion that we bring Sarah Etelamaki in and see if she can help us, Frisk seconded the motion. Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. 5 Ayes. Motion carried. DeRoche made the motion to pay Etelamaki \$25, Frisk seconded it. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. 5 Ayes. Motion carried.

- IX. PUBLIC COMMENT – D. Kinnunen, J. Leake, J. Anderson, W. Seppanen.
- X. BOARD COMMENT – Hillis, Frisk, Mattson, Smith.
- XI. ADJOURNMENT – Smith adjourned the meeting at 7:21 p.m.

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

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 14th, on the 15th the penalties and interest will start, and on Feb. 29th 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

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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.

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 Budget Workshop
Location: Community Building
Date & Time: March 1, 2024, at 8:00 a.m.
Minutes

- I. CALL TO ORDER – Supervisor Smith called the meeting to order at 8:00 a.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – MEMBERS PRESENT: Treasurer Mattson, Trustee DeRoche, Supervisor Smith, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA – Smith made the motion to approve the agenda, DeRoche supporting. All in favor. 4 Ayes.
- V. PUBLIC COMMENT – None.
- VI. BOARD COMMENT – DeRoche, Hillis, Mattson, Smith.
- VII. NEW BUSINESS: Budget Workshop: The members of the board worked on the updated expenses for the proposed budgets for the Road Fund, Sewer Fund, DDA Fund, Community Building Fund, and Fire & EMS Fund.
- VIII. BOARD COMMENT – DeRoche, Hillis, Mattson, Smith. Next workshop will be at 1 p.m. on March 8, 2024.
- IX. ADJOURN – Smith adjourned the meeting at 11:51.

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 Budget Workshop
Location: Community Building
Date & Time: March 8, 2024, at 1:00 p.m.
Minutes

- I. CALL TO ORDER – Trustee Frisk called the meeting to order at 1:00 p.m. (board selected Frisk).
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – MEMBERS PRESENT: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA – DeRoche made the motion to approve the agenda, Hillis supporting. All in favor. 4 Ayes.
- V. PUBLIC COMMENT – None.
- VI. BOARD COMMENT – Hillis, Frisk, DeRoche, Mattson.
- VII. NEW BUSINESS: Budget Workshop: The members of the board worked on the updated incomes and expenses for the proposed budget for the General Fund.
- VIII. BOARD COMMENT – None.
- IX. ADJOURN – Frisk adjourned the meeting at 4:40 p.m.

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

Michigamme Township Board Meeting
Location: Community Building
Date & Time: March 11, 2024, At 6:00 P.M.
Minutes

Attendees: Mark Hannula, Jerry Roach, Friederike Roach, Debbie Kinnunen, Joan Carlisle, Irene DeRoche, Virginia Olson, Paul Olson, Marsha McBride, Brad DeLongchamp, Charles Gardner, Scott Gravedoni.

- 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 Approve Guidelines Resolution for Poverty Exemption R-2024-03-11-01 as Number 9 under new business. Frisk made the motion to accept the agenda with change, supported by DeRoche. 5 Ayes. Motion carried.
 2. MINUTES:
 - A. FEBRUARY 12, 2024, TOWNSHIP BOARD MEETING – Motion by Frisk to accept the minutes, support by DeRoche. 5 Ayes. Motion carried.
 - B. MARCH 1, 2024, BUDGET WORKSHOP – Motion by DeRoche to accept the minutes, Smith supporting. 5 Ayes. Motion carried.
 3. TREASURER’S REPORT – The severance check arrived and was deposited, and the bank held it for 7 days. After that the funds were disbursed to the appropriate accounts/parties. Mattson said taxes are complete except for the delinquent taxes, which will be reimbursed to the township from the county. Mattson recommended to the board that the CD, which is around \$107,000 and currently with Nicolet Bank, should be re-invested for an additional 6 months, which is the better rate of 4.67%. Motion by DeRoche to go with the 4.67% rate for 6 months, support from Smith. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Hillis – Aye, Smith – Aye. Motion carried. Motion by Hillis to accept the Treasurer’s Report, Frisk seconded. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 4. BILLS TO BE PAID – Frisk questioned why there was a bill from Anderson Tackman for \$504. Hillis informed the board that an itemized bill was not provided by the company and when asked, a breakdown of dates was given, but no names of who contacted the accountant was provided. DeRoche commented on the charge from Crane Engineering in

reference to the cost of a new pump. His recommendation was to try finding a company or someone locally that the township could go through. Motion by Frisk, support by DeRoche to approve paying the bills except for the Anderson Tackman bill until we get an itemized bill. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.

V. PUBLIC COMMENT – S. Gravedoni.

VI. BOARD COMMENT – Frisk informed the board that she reached out to Jay, the Spurr Township Supervisor, to see if Spurr could use its building for the Memorial Day luncheon. Michigamme’s community building may be under construction, so we wanted to provide a safer place to hold the luncheon. Jay said he would bring it to his board on March 18, 2024

VII. COMMITTEE REPORTS

1. FIRE BOARD – DeRoche informed the board that the firefighters had their monthly meeting – 10 members were present – and had the election for their officers and they are the same as last term. Joe Perry is the chief, Brad DeLongchamp is the assistant chief, Anna Loup is the secretary, Ray Suring is chief engineer, Kyle Loup is an engineer, Ed Warren is an engineer, and John Gregg is training. Currently there are 24 firefighters. Six Scott Air-Paks arrived, and the chief inspected them. Four portable radios were ordered to replace the older units. Chief submitted a grant request for \$25,000 to Canadian National, which would cover the 4 new radios. The rescue boat arrived, and they are looking at different entities to help pay for the motor and trailer. The tribal police are changing out their cold-water rescue suits, so they are donating them to the Michigamme/Spurr Fire Department.
2. PLANNING COMMISSION – Frisk said the Planning Commission is still short 2 people, so if anyone is interested, please let the PC know. The PC has been busy working on the master plan and the survey.
3. DDA – Gravedoni said the DDA would like to purchase 3 ½ foot lighted snowflakes, which could be used for a longer timeframe than if holiday themed ones were purchased. The snowflakes would go on the 9 Main Street light poles and the 2 light poles on Max Street. The cost is \$4,070. In the spring, flowers/plants for the flowerpots will be purchased. The DDA requested the township board approve \$1,500 to help the DDA purchase the snowflakes. Also, there are currently some pedal bikes that will go throughout the town that community members can adopt and give their own personal touch. The DDA will be putting up signs soon, to include signs by Marti’s Market and the Cozy Inn.

VIII. CONTINUING BUSINESS

1. PARK GRANT UPDATE – Frisk informed the board that the project is finally approved, has moved on to the bid requesting stage, and bids should be here to open at the April Regular Board Meeting.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

2. BONDS – Mark Hannula informed the board of the status of its bonds and what the holdup was for the board member bonds. Mark recommended the board drop the amount to \$250,000, which would be cheaper and would get the bonds approved in a shorter timeframe. DeRoche made the motion to approve the \$250,000 bonds for the four positions, Frisk seconded. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried. Hannula gave the board members the amount of the Participating Plan’s annual premium for the next coverage period, which is April 1, 2024-March 31, 2025. The premium is \$29,219.40 and will be split between a couple of the township’s accounts. Hannula was informed that the Fire Department recently purchased a boat for approximately \$16,000, so an updated quote will be submitted to ensure coverage of the boat. Frisk made the motion to accept the ParPlan quote, with Smith supporting. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried. Hannula also mentioned the township may qualify for a security grant for cameras through ParPlan.
3. NEW HIRES –
 - A. Hillis said a couple of people have been assisting with the transferring/organizing of the Township’s records.
 - B. The board requested more details about the extent of required supervision for the Michigan Works summer hire and will ask the DPW supervisor for his recommendation. The Michigan Works hire was tabled.
 - C. The board recommended hiring 2 DPW summer hires. Hillis will post the position on Indeed, the township website, and around town. Frisk made the motion to hire 2 DPW summer hires, working up to 28 hours per week, for \$16/hour, Hillis supported the motion. Roll call vote: Mattson – Nay, DeRoche – Aye, Smith – Aye, Frisk – Aye, Hillis – Aye. Motion carried.
 - D. On a need’s basis, the board approved up to 40 hours/week for the current DPW worker, Nathan Brown. Frisk made the motion to allow Nate 40 hours a week, if needed, with approval from the supervisor or clerk, Smith supporting. 5 Ayes. Motion carried.
 - E. The board discussed the hiring of a grant writer. Hillis said the Michigan Township Association has a list of recommended grant writers. The fee ranges from \$40/hr up to \$250. If community members want to write a grant, it was recommended that they get permission prior to starting a grant. who want to find/write a grant should be given permission. Hillis would provide supporting financial documents if needed for the grant, and if the grant has a “fund’s match” stipulation, that will need to be brought before the board. If a community member writes a grant that is awarded to the township, the board would recommend appropriate compensation.
4. APPROVE RENTAL DOCUMENTS AND DETERMINE APPROPRIATE FEE FOR COORDINATOR – Frisk made the motion to accept the rental fees, supported by DeRoche. 5 Ayes. Motion carried. The board will coordinate with Nancy Ferro to determine an appropriate fee and checklist. Tabled until more details are provided.

5. SET BUDGET WORKSHOP DATE – The next budget workshop will be 8 a.m. Friday, March 15, 2024, at the Community Building.
6. UPDATED ENGINE HOUSE BID – Hillis informed the board of the current situation with the Engine House. The deputy clerk is in the process of getting updated quotes for the insulation, which was previously approved by the previous board. The current permit states no restrooms or heat can be in the building; it's considered cold storage only. If heat is wanted, a new permit will be required.

IX. NEW BUSINESS

1. RECREATION TOPICS: MARQUETTE COUNTY REC-TOURISM NETWORK, AND UPDATE ON ORV ORDINANCE – Sven Gonstead wasn't present. He is expected to be at April's meeting. Julia Leake spoke briefly about having a county-wide ORV regulation, with the support of the townships. Townships would still have their own ordinances/rules on ORVs as far as speed limit, etc. when going through town.
2. APPROVE BOR SECRETARY PAY RATE – The board approved to pay all boards/commissions the same pay rate for the chair, secretary, and members, which are: additional \$50.00 for the chairperson, \$35.00 for the secretary, and members \$20.00 an hour with a 2-hour minimum for all meetings and workshops. This doesn't apply to the Township board members or Fire Board members. Frisk made the motion to keep consistent pay rates throughout all the committees, with Smith supporting. Roll call vote: Frisk – Aye, Smith – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. Motion carried. Effective March 2024.
3. APPROVE ADMINISTRATIVE ASSISTANT – Smith and Hillis will interview 2 applicants March 14, 2024. The new hire will be paid \$21 an hour, 32-hours weekly, with a 90-calendar day probationary period. Frisk made a motion that we accept hiring an administrative assistant after the interview, and begin any time after March 18, with support from Mattson. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
4. CLERK UPDATE –
 - A. The door/window between the office and card room is nearly complete. Community members are asked to enter through the card room and come to the window if assistance is needed.
 - B. The keypad locks for the office/community building will be installed later in the week.
 - C. All 5 board positions are up for election during this year's election. Interested candidates can stop by the office to get a packet. If anyone wants to be on the August ballot, the filing deadline is April 23 before 4:00 p.m. at the County Courthouse. Election information will be posted around the community and on the website.
 - D. The township is upgrading the network service used, so construction, including running lines between the office, DPW building, and Fire Hall is underway. Updated electrical work will be completed, and modems/server will be consolidated in one

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

area. The project will be complete before April 1, 2024. With most upgrades, there are numerous one-time costs due to the outdated equipment, lines, electrical requirements, etc.

- E. Anyone in the community who is hosting a particular event on the township's behalf, for the 4th of July celebration needs to inform the Township receptionist so appropriate documentation/permits are filled out. This encompasses everything from the fireworks to the carnival to the parade to the kid's games to food vendors to entertainment, etc.
5. REQUIRED ANNUAL BIDS/CONTRACTS –
 - A. Previously Associated Constructors was the only company that bid on re-doing the boat launch by the campground/beach. The current bid is \$15,900 and it includes pouring a 20'x12'x8" out of water area and place eight 4' x 12' precast boat launch in the water. Frisk made the motion to accept the bid for \$15,900 from Associated Constructors to fix the boat launch, seconded by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 - B. No bids were received for the Ford Expedition. Hillis made the motion to scrap the vehicle, seconded by Frisk. 5 Ayes. Motion carried.
 - C. Steve from Great American Disposal (GAD) was present and said GAD would appreciate the township's continuing business. He answered questions from the board and community members. The board tabled the discussion until the next meeting and will determine if the contract can be extended and/or if requests for bids are required.
6. APPROVE ADMIN PAY – Frisk wanted to ensure board members knew that Hillis was currently filling in as the admin during the week and doing her Clerk statutory duties after hours and on the weekend. Frisk made the motion to pay Hillis admin pay for 2 weeks in the month of February, Smith supporting. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
7. STREETLIGHTS ON MAIN STREET – DeRoche recommended purchasing a new streetlight for the broken one on Main Street. Hillis will get with the Deputy Clerk and DPW Supervisor to get a cost for the replacement light. Tabled until next board meeting.
8. POLICY FOR RAISING THE DOLLAR AMOUNT ON REFUNDS FROM \$1 TO \$5 – Mattson explained the current procedure for returning excess funds if a taxpayer overpays property taxes. Currently a check is cut for any amount over \$1. Mattson recommends it should be for any amount over \$5 due to the cost of resources and supplies. Tabled until next meeting. Mattson was asked to write a resolution and bring it before the board for a vote at April's regular board meeting.
9. Approve Guidelines Resolution for Poverty Exemption R-2024-03-11-01 – Hillis said the resolution is the same as previous resolution, that the only change was the dates and names on the resolution. Hillis spoke with the assessor prior to the meeting, and his recommendation was to stay with the same guidance set by the federal government. Frisk made the motion to approve the Guidelines Resolution for Poverty Exemption R-2024-03-11-01, supported by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye,

Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried. Smith declared the resolution adopted on March 11, 2024.

- X. PUBLIC COMMENT –Rhonda Gravedoni, F. Roach, M. McBride, Julia Leake, C. Gardner, P. Olson, B. DeLongchamp, D. Kinnunen, S. Gravedoni.
- XI. BOARD COMMENT – Frisk, DeRoche.
- XII. ADJOURNMENT – Smith adjourned the meeting at 8:04 p.m.

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 Budget Workshop
Location: Community Building
Date & Time: March 15, 2024, at 8:00 a.m.
Minutes

- I. CALL TO ORDER – Supervisor Smith called the meeting to order at 8:00 a.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – MEMBERS PRESENT: Treasurer Mattson, Trustee DeRoche, Supervisor Smith, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA – Frisk made the motion to add a vote for the Administrative Assistant position hours since the interviews were complete, DeRoche seconded the motion. 5 Ayes. Motion carried. Frisk made the motion to approve the updated agenda, supported by Mattson. 5 Ayes. Motion carried.
- V. PUBLIC COMMENT – None.
- VI. BOARD COMMENT – Frisk, DeRoche, Smith, Mattson, Hillis.
- VII. NEW BUSINESS:
 - A. Budget Workshop: The members of the board reviewed the recommended changes from the previous budget workshops; updating some of the incomes and expenses for the proposed budgets for the General Fund, Fire & EMS Fund, Community Building Fund, Sewer Fund, Downtown Development Authority Fund, and Road Fund.
 - B. Vote On Administrative Assistant: Smith and Hillis shared the info from the two interviews conducted March 14, 2024. The recommendation was to approve splitting the position's 32 hours per week between Sarah Etelamaki and Shari Mahoski. Mahoski will work 18 hours Mondays to Wednesdays and Etelamaki will work 14 hours Thursdays and Fridays. Frisk made the motion to accept the split hours between Etelamaki and Mahoski, seconded by DeRoche. 5 Ayes. Motion carried.
- VIII. BOARD COMMENT – Hillis, Frisk, DeRoche, Smith, Mattson.
- IX. ADJOURN – Smith adjourned the meeting at 12:03 p.m.

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 Special Board Meeting & Budget Hearing
Location: Community Building
Date & Time: March 25, 2024, At 6:00 P.M.
Minutes

Attendees: Virginia Olson, Paul Olson, Jen Olson, Bill Seppanen, Julia 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: Mattson, Smith, Hillis. A quorum is present.
- IV. APPROVAL OF AGENDA – Mattson asked to add Auditor under New Business. Hillis made the motion to approve the agenda with addition, support by Smith. 3 Ayes. Motion carried.
- V. PUBLIC COMMENT – J. Leake, B. Seppanen, Virginia Olson, Paul Olson.
- VI. BOARD COMMENT – Hillis.
- VII. NEW BUSINESS
 1. APPROVE 2024-2025 BUDGET – Board members and community members discussed different aspects of the budget and Command Improvements Plans (CIPs). Mattson made the motion to approve the 2024-2025 budget with discussed changes for all the funds presented, seconded by Smith. Roll Call Vote: Mattson – Aye, Smith – Aye, Hillis – Aye. Motion Carried.
 2. VOTE ON ENGINE HOUSE INSULATION – Hillis went over the different options of insulation for finishing the front portion of the Engine House. Hillis made the motion to approve K2 Insulation, seconded by Mattson. Roll Call Vote: Mattson – Aye, Smith – Aye, Hillis – Aye. Motion Carried.
 3. DPW JANITORIAL POSITION – Hillis informed board members that Jamie, the cleaning person, was cleared to return to work the previous Tuesday after being on Workman’s Compensation. However, she failed to return to work until Thursday afternoon, which was a violation of a Township policy. Hillis informed Jamie to return to the office on Monday morning. However, due to the quality of work that the temporary cleaner, Michelle, was doing and the violation of the Township policy, Hillis made the motion to accept Jamie’s voluntary termination, hire Michelle

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

- to fill the position, or post the vacant position, seconded by Mattson. Roll Call Vote: Mattson – Aye, Smith – Aye, Hillis – Aye. Motion Carried.
4. APPROVE MANPOWER PLACEMENT FEE AND INVOICE – A placement fee must be paid to Manpower due to hiring Shari part time for the admin position. Hillis made the motion to pay the one-time placement fee of \$2,037.60, seconded by Smith. Roll Call Vote: Smith – Aye, Mattson – Aye, Hillis – Aye. Motion Carried.
 5. AUDITOR – Cannot add to agenda due to not having a full board.
- VIII. BOARD COMMENT – Mattson.
- IX. ADJOURNMENT – Smith adjourned the meeting at 7:42 p.m.

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: 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.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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. Motin 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.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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.
- 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.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
clerk@michigammetownship.com

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: April 17, 2024, At 5:00 P.M.
Minutes

- I. CALL TO ORDER – The meeting was called to order by Clerk Hillis at 5:00 p.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Clerk Hillis. Quorum present. Not present: Supervisor Smith.
- IV. ASSIGN MODERATOR – Motion by Hillis to nominate Frisk to be the moderator of the meeting, Mattson seconded. All in favor, 4 Ayes. Motion carried.
- V. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Deroche. All in favor, Ayes. Motion carried.
- VI. PUBLIC COMMENT – None.
- VII. BOARD COMMENT – None.
- VIII. NEW BUSINESS
 1. PARK GRANT: RECOMMENDATION TO EITHER ACCEPT, REDESIGN, REBID, OR A SCOPE AMENDMENT – Frisk stated that the whole grant process was drawn out, and the cost of supplies, materials, and labor have all gone up. Originally the grant application was for \$366,742, with a 50/50 split of \$183,371. The lowest bid that came in was from Ultra Construction Services at \$511,770.80, which is a difference of \$145,028.80. The State DNR will not increase the amount originally agreed to, so if the township wants to move forward, it will have to cover the difference. In this year's budget, \$30,000 was set aside in case the bid came in higher, there was a park capital improvement plan (CIP), from 2020 for \$26,343.32 that was never applied toward any project that is currently in a Nicolet Bank CD. Also, per the treasurer's last report, there are shares in one of the other investments (UMB) currently for the amounts of \$5,737.99 for the park fund and \$45,187.58 for the sanitation fund, which are now part of the general fund, totaling \$107,268.89. If the previously mentioned funds were re-allocated, the difference that would need to be taken from this year's general fund would be \$37,759.91. The board recommended going back to the engineering company/lowest bidder, to see if anything could be cut-out or construction material downgraded. The board agreed to a resolution

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

transferring these funds totaling \$77,268.89 and a resolution taking the rest out of the general fund totaling \$67,759.91. Frisk made the motion to transfer the amount discussed of \$145,028.80 to cover the bid overage cost, Hillis seconded. Roll Call Vote: Mattson – Aye, Deroche – Aye, Frisk – Aye, Hillis – Aye. 4 Ayes. Motion Carried.

- IX. PUBLIC COMMENT – None.
- X. BOARD COMMENT –Mattson.
- XI. ADJOURNMENT – Frisk adjourned the meeting at 5:32 p.m.

Michigamme/Spurr Township Board Meeting
Spurr Township Hall
29257 US HWY 41
Michigamme, MI 49861



April 17, 2024

- I. CALL TO ORDER- The meeting was called to order by Supervisor, Jason Killoran at 6:01 p.m.
- II. PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.
- III. ROLL CALL
Spurr Township Board Members: Supervisor, Jason Killoran, Clerk, Jessica Omernick, Treasurer, Tammy Marier and Trustee, Dennis Benti, Trustee, Joel LePage

Michigamme Township Board Members: Treasurer, Laura Mattson, Trustee, Donald DeRoche, Clerk, Tami Hillis, Trustee, Kathleen Frisk. Absent: Supervisor, Heather Smith
Quorum is present.
- IV. AGENDA APPROVAL- Add under New Business. “b. First Responder Vehicle”. Motion made by Trustee, Frisk to approve amended agenda, seconded by Clerk, Omernick 9 Ayes. 0 Nays. Motion carried.
- V. APPROVAL OF MINUTES- Correct the word fire to be spelled correctly under New Business section a, section. Motion made by Clerk, Omernick to approve the minutes from January 17, 2024, joint meeting with the one spelling correction made and seconded by Trustee, Frisk. 9 Ayes. 0 Nays. Motion carried.
- VI. New Business
 - a. Memorial Day Gathering Location
 - i. The Michigamme Township board asked the Spurr Township board if the annual Memorial Day gathering after the services at the cemetery could possibly be held at Spurr Township. This is due to construction possibly starting right before Memorial Day at the Michigamme community center building. The construction would be a disruption, a liability and could cause someone to get hurt. The construction bids are due on 5/13 and a decision on a construction start date won't be made until then. Motion made by Supervisor, Killoran to offer up Spurr Township's multi-purpose building, if needed, for the Memorial Day gathering, and seconded by Trustee, Benti. 9 Ayes. 0 Nays. Motion carried.
 - ii. A speaker is needed for the Memorial Day services at Lakeview Cemetery. The speaker does not need to be a resident of

Michigamme/Spurr but is recommended to be a veteran or an active member of the military.

- b. First Responder Vehicle
 - i. The Michigamme-Spurr fire department is starting to research and look for a new first responder vehicle since the current one is over 20 years old and is rusting out.
- VII. Old Business
- a. Tri Media Cemetery Update
 - i. Tri Media is pretty much done with scanning the old cemetery maps and putting them into the database and is done doing the drone scanning. Tri Media made a copy of the old cemetery map at Michigamme so we could have a record of that map before it fell apart.
- VIII. Public Comment- 0 Comments
- IX. Adjournment- Meeting adjourned at 6:43pm by Supervisor, Killoran.

Respectfully Submitted,

Jessica Omernick, Clerk

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
clerk@michigammetownship.com

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: April 22, 2024, At 8:00 A.M.
Minutes

- I. CALL TO ORDER – The meeting was called to order by Supervisor Smith at 8:00 a.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee Frisk, Supervisor Smith, Clerk Hillis. Quorum present. Not present: Trustee DeRoche.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Hillis. All in favor, 4 Ayes. Motion carried.
- V. PUBLIC COMMENT – None.
- VI. BOARD COMMENT – None.
- VII. NEW BUSINESS
 1. COMPUTERS PURCHASE AND LAPTOP REPURPOSING – Hillis explained the justification for needing to purchase 6 new desktop computers and repurposing 4 of the current laptops so they can be used by township employees, committees, commissions, and board members if they are unable to be in the office for a period. The cost for the 6 laptops, monitors, accessories, labor to migrate the programs and data from the laptops to the new computers, and repurposing 4 laptops is \$13,100. Mattson made the motion to accept the bid for the computers and the service, seconded by Smith. Roll Call Vote: Mattson – Aye, Supervisor Smith – Aye, Frisk – Aye, Hillis – Aye. 4 Ayes. Motion carried.
- VIII. PUBLIC COMMENT – None.
- IX. BOARD COMMENT – Smith announced she will have Johnnie Hillis be her deputy.
- X. ADJOURNMENT – Smith adjourned the meeting at 8:28 a.m.

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.

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: June 10, 2024, At 6:00 P.M.
Minutes

Guests: Whitney Saunders, Gary Koenig, Beth Koenig, Nancy Ferro, Rose McBride, Terry McBride, Bill Seppanen, Debbie Kinnunen, Paul Olson, Brad DeLongchamp.

- 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, Trustee Frisk, Supervisor Smith, Clerk Hillis. A quorum is present.
- IV. CONSENT AGENDA
 1. Agenda – Under new business Hillis requested adding annual garage sale as #9. Frisk made the motion to accept the agenda with the change, supported by DeRoche. All in favor, 5 ayes. Motion carried.
 2. Approve Minutes:
 - A. May 13, 2024, Regular Board Meeting – Motion by Frisk to approve the minutes with change, seconded by Smith. All in favor, 5 ayes. Motion carried.
 3. Treasurer’s Report – Mattson stated that not much had changed since the previous board meeting. Motion by Smith to accept the Treasurer’s Report, Mattson seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 4. Bills to be Paid – Hillis asked to add 2 bills, which were: PFN for \$235 and OPG for \$221.50. Motion by Frisk to accept the bills to be paid with the 2 additions, seconded by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
- V. PUBLIC COMMENT – N. Ferro (freezers), B. Seppanen (library), D. Kinnunen (treasurer report and next board of review date, which is July 16, 2024).
- VI. BOARD COMMENT – Mattson (things are going better).

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

VII. CORRESPONDENCE – Ishpeming Senior Center requesting a donation of \$1,000. Motion by DeRoche to donate \$1,000 to the Ishpeming Senior Center, seconded by Frisk. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.

VIII. COMMITTEE REPORTS

1. Fire Board – DeRoche said \$3,000 was received from the Ben Lauren Foundation, received \$1,000 donation from Don Kreski, \$1,000 donation from the Bessy Fund, and other donations, which will go toward outfitting the rescue boat; FD personnel will participate in the July 3rd and 4th events; boat dedication July 6 at 4 p.m. at the park; Aug. 6 at 5 p.m. is National Night Out at the firehall; finalized required paperwork for the \$10,000 grant from Canadian National Railway Company for radios; fire chief is looking into a grant from Wisconsin Electric; responded to 3 fires in May; ordered new tires for brush truck; and prebuild meeting for the new fire truck will be June 13.
2. Planning Commission – Frisk said they are still looking for 2 new members; set up master plan work schedules on June 19 @ 9 a.m. and July 15 @ 5 p.m.
3. DDA – No DDA meeting was held due to no quorum. Julia Leake thanked R. McBride for writing a request and getting \$1,000 donation for picnic tables; Virginia Olson for writing a grant and getting a \$2,000 donation for senior meals; Jenna Zwick for updating the DDA website; Karen Johnson with the LMPO for assisting with the court color survey; and DPW for putting up the streetlight banners.

IX. CONTINUING BUSINESS

1. Park Grant Update/Court Color (Frisk) Park project is going well. Looking at changing the court color due to requests from community members and she asked the board to vote. Hillis made the motion to make the court blue/green, seconded by Smith. All in favor, 5 ayes. Motion carried.
2. Compensation for Meetings (Mattson) Reached out to Republic Township and their board members are paid \$40 plus mileage for attending non-township meetings and Humboldt Township pays their board members \$50 plus mileage. Michigan Township Association (MTA) recommends giving a per diem rate and mileage reimbursement for meetings outside one's statutory duties. Hillis recommended a new township policy that identifies what meetings should be included. Frisk made the motion to create a meeting compensation policy for non-township meetings, support by DeRoche. All in favor, 5 ayes. Motion carried.
3. Website (Hillis) Will reach out to other townships to see who they use for website creation/hosting. Recommendation is to create a new website that is more "user-friendly." Frisk made the motion to research other websites to come up with a new design, support from DeRoche. All in favor, 5 ayes. Motion carried.
4. CEM Grant (J. Leake) Updated on status of the grant. Recommends an energy audit be conducted.
5. Clerk Update (Hillis) Nothing to add.

- X. NEW BUSINESS
1. Opening/Approving of Bids/Quotes (Smith/Hillis) No bids or quotes to approve.
 2. Ordinance Enforcement Officer Resignation (Smith) Supervisor received resignation via email. Smith asked to add 8 hours to the admin (Shari) and said her deputy could both assist with writing/updating the policies, procedures, and ordinances. Mattson made the motion to accept the resignation and put a posting up for an ordinance enforcement officer, seconded by DeRoche. Roll call vote: Mattson – Aye, Deroche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried. Frisk made the motion to up Shari’s hours by 8 and add 3 hours as needed to Johnnie’s (deputy supervisor), support by DeRoche. Roll call vote: Mattson – Aye, Deroche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 3. Deputy Supervisor Hours (Smith) Discussed in #2.
 4. Purchase Automatic Locks for Library (Hillis) Community members expressed concern about leaving the library open 24/7. Recommendation to go back to the library being open from 10 a.m. to 7 p.m. Mondays through Saturdays.
 5. Purchase Freezer for Community Building (Hillis) Recommended to get additional quotes. Tabled.
 6. Purchase Computer for Community Building (Hillis) Current computer bought in 2013. A computer has been purchased for under \$500.
 7. Sewer Update (DeRoche) – Jasper Engineering is coming on Friday (June 14) and will work with DPW to get the flow-meter fixed.
 8. Chimney Cap or Demo/Re-lay the Brick (Hillis) – Chimney will be capped.
 9. Annual Garage Sale – N. Ferro asked to hold a rummage sale to raise money for a Lakeview Cemetery memorial monument for the 97 people buried who have no headstones. She would like the rummage sale in August upstairs in the community building. If nobody has the building reserved and no construction is going on, the board agreed to allow the rummage sale. Frisk made the motion to allow Nancy to have the rummage sale in August if the previously mentioned criteria is met, seconded by Mattson. All in favor, 5 ayes. Motion carried.
- XI. PUBLIC COMMENT – B. Seppanen (library and other outside meetings), D. Kinnunen (recommend deputy supervisor attend outside meetings and be the BOR secretary), R. McBride (ordinance enforcement officer resignation), J. Leake (employee contracts, ordinance enforcement officer, signs in park/near courts, DDA board representative should not be paid, Pink Road gravel).
- XII. BOARD COMMENT – Frisk (ordinance enforcement officer, court color solicitation), Mattson (ordinance enforcement officer), Smith (Pink Road), Hillis (shower signage).
- XIII. ADJOURNMENT – Smith adjourned the meeting at 7:43 pm.

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 (Condensed)
Location: Michigamme Fire Hall
Date & Time: July 8, 2024, At 6:00 P.M.
Meeting

Guests: Nancy Ferro, Debbie Kinnunen, Bill Seppanen, Paul Olson, Joe Perry, Marsha McBride, Virginia Olson, Joan Carlisle, Jerry Roach, Frederika Roach, Laura Thompson, Chet Kosin, Debbie Oxley, Rose McBride, Terry McBride, Brad DeLongchamp, James Saunders, Whitney Saunders, Julia Leake, Michael Jakobi, Anke Jakobi.

- 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, Trustee Frisk, Supervisor Smith, Clerk Hillis. A quorum is present.
- IV. CONSENT AGENDA
 1. Frisk made the motion to approve the agenda as written, support by DeRoche. All in favor, 5 ayes. Motion carried.
 2. Approve Minutes – June 10, 2024, Regular Board Meeting – Motion by DeRoche to approve the minutes with change, seconded by Frisk. All in favor, 5 ayes. Motion carried.
 3. Treasurer’s Report – Mattson said the Primerica accounts were all positive amounts this month, but these accounts are going to be under review. She is looking at switching the money over to Michigan Class because it is a yield of 5.5%. Motion by DeRoche to accept the Treasurer’s Report, Smith seconded. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 4. Bills to be Paid – Hillis asked to add 2 bills, which were: Ultra Construction for \$179,298.00 and OK Rental for \$5.15. Motion by Frisk to accept the bills to be paid with the 2 additions, seconded by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Smith – Aye, Hillis – Aye. Motion carried.
- V. NEW BUSINESS
 1. Opening/Approving of Bids/Quotes (Smith/Hillis) Only bids were for the water intrusion and water diversion. This is a 3-part fix – 2 on the outside and 1 on the inside. Northland Basement Systems sent a bid of \$9,254.90 for the inside work. For the outside bids, A&F submitted a bid of

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

\$8,968 and Hamel's bid of \$13,000. Smith made the motion to contact those who submitted bids to see if they are still interested, and if so, accept the bids and move forward, support by DeRoche. Roll call vote: Smith – Aye, Deroche – Aye, Mattson – Aye, Frisk – Aye, Smith – Aye, Hillis – Aye. Motion carried.

2. Hiring Ordinance Enforcement Officer (Smith) Supervisor stated either her or her deputy would respond to issues if something was brought to her attention. This will save the township money. Smith made the motion to not hire, seconded by Frisk. Roll call vote: Smith – Aye, Frisk – Aye, Deroche – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
 3. New Planning Commission Member (Smith) John Gregg submitted an application to join the planning commission. Hillis made the motion to have John Gregg join the planning commission, seconded by Frisk. All in favor, 5 ayes. Motion carried.
 4. Administrative Asst Position Pay & Benefits (Hillis) DeRoche made the motion to approve the \$1 raise for both admins after their 90 days, seconded by Frisk. Roll call vote: Frisk – Aye, Mattson – Aye, Deroche – Aye, Smith – Aye, Hillis – Aye. Motion carried. Frisk made the motion to give her (Shari) the 30 hours a week and benefits, seconded by Hillis. Roll call vote: Frisk – Aye, Mattson – Aye, Deroche – Aye, Smith – Aye, Hillis – Aye. Motion carried.
 5. Township Propane Provider (Frisk) At the December 11, 2023, meeting the board was made aware that on Dec. 3 the community building ran out of fuel, which is the second time in the past year. It has become a repetitive problem with UP Propane, and they had promised we would never run out if we stayed with them. Frisk made the motion to switch to Lacourt for propane, Mattson seconded. DeRoche said we need to put out bids. Roll call vote: Frisk – Aye, Mattson – Aye, Deroche – Nay, Smith – Aye, Hillis – Aye. Motion carried. Smith/Hillis will look into the requirement to put out bids.
 6. Private Roads, Undocumented Easements, Upkeep and Maintenance (Smith) Previously, this has not been done or paid for by the township. If it is done for one road then we will have to do it for other roads. Smith made the motion that the township will not pay for any graveling or road maintenance on private roads or undocumented easements within the township for any reason, Frisk seconded. Roll call vote: Smith – Aye, Frisk – Aye, Deroche – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
 7. Building Construction Update and Closure (Hillis) Updated board members on current construction and issues that have been brought forward about the building's condition. Currently waiting on quotes about the collapsed chimney/venting fumes properly. Hillis will look into when the next construction project will begin so then the supervisor can decide if the building can be open in the interim. Smith reached out to the insurance company again and was advised if there was active construction going on then the recommendation was to stay closed.
- VI. PUBLIC COMMENT – J. Roach (election), M. McBride (PC/ordinance officer and responsibilities, building preventative maintenance, graveling private roads), W. Saunders (agenda format, garbage bins), J. Leake (garbage bins, elections, energy management plan, grant, senior meals), F. Roach (extra recycle bins), V. Olson (support of children's carnival, park construction/blocked off stairways/4th of July fireworks), B. Seppanen (garbage/recycle), J. Perry (appreciation of 4th of July

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

volunteers, no personal fireworks), D. Kinnunen (garbage bins, agenda, bid process, building closure – people losing money-Nancy and Linda because they are paid by senior meals).

- VII. BOARD COMMENT – Smith (suggestions on preventing bldg. closure), Hillis (agenda, bids, GFL, backhoe grant received, deputy resigned, cluster box keys, Talon Metals Corp), Mattson (thanked attendees for being respectful, tax season, Frisk (thanked fire department/1st responders, 4th of July volunteers, garbage cans, ordinance enforcement officer), DeRoche (ordinance enforcement officer, garbage containers/GFL, Eagle Mine severance tax, master plan, Olson property, agenda).
- VIII. ADJOURNMENT – Smith adjourned the meeting at 7:13 pm.

Clerk, Tami Hillis
Treasure, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
treas@michigammetownship.gov

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: August 19, 2024, 3:00 PM
Minutes

Guests: William Seppanen, Carla Skytta, Paul Olson, Irene DeRoche, Julia Leake, James Asikainen, Brad DeLongchamp, Rose McBride, Marsha MCBride.

- I. CALL TO ORDER -The meeting was called to order by Supervisor Smith at 3:00 PM.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Supervisor Smith, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Mattson. All in favor, 4 Ayes. Motion carried.
- V. Correspondence- Two employee letters were read concerning the actions of D. Kinnunen on August 13, 2024. Three letters were read involving resignations of Clerk Tami Hillis, Deputy Treasurer Laura Thompson, and Deputy Supervisor Johnny Hillis. Tami Hillis left the meeting after reading her resignation letter stating it was effective immediately.
- VI. PUBLIC COMMENT – Bill Seppanen- Road Crack & Seal. Sewer. J. Anderson-Leake
- VII. BOARD COMMENT – Mattson explained why the payroll and bills can't be signed by only one person. When there are no Clerk the MTA red book states and as was confirmed by lawyer Roger Zappa expressed in a previous meeting stated the checks can be printed but not signed by one person

Frisk commented about resignations and labor laws.
- VIII. CONTINUING BUSINESS
 1. Road Crack and Seal- Discussion was presented. Motion by DeRoche to approve the additional administration fee, seconded by Mattson. Roll Call Vote: DeRoche – Aye, Mattson-Aye, Smith – Nay, Frisk – Nay. 2 Ayes, 2 Nays Motion made did not pass.
 2. Sewer Rates- Discussion was presented. Motion by Mattson to keep the same fee of \$55.00. Lack of support Motion by Frisk to table till September 9, 2024, board meeting. Seconded by Smith, No Vote taken to approve or disapprove.

3. Garbage on CR 607- Deroche discussed and showed photos of the garbage bins. They are full. A discussion was presented to purchase signs and cameras. Also to find the locks and cables that were in place with the recycling program last year.

IX. PUBLIC COMMENT - Rose McBride-Sewer, J. Anderson Leake- Communication, Lack of Dissemination, Concern board procedures past and present and Profit & Loss Statements.

BOARD COMMENT –Smith verbally announced she will be resigning as of September 1, 2024.

Resignation approvals:

BOARD NEVER RECEIVED COPIES OF RESIGNATIONS

1.Motion by Frisk to accept Clerk-Tami Hillis resignation. Seconded by Mattson. Roll call vote: Frisk-Aye, Mattson-Aye, Deroche-Aye, Smith-Aye. Motion carried.

a.) Once the board accepts the clerk's Tami Hillis 'resignation, the deputy clerk (Shari Mahoski) is released from deputy clerks' duties. Bank requires statement to release Shari from checking accounts.

2.Motion by Frisk to accept Deputy Treasurer Laura Thompson's resignation. Seconded by Mattson. Roll call vote: Frisk-Aye, Mattson-Aye, DeRoche-Aye, Smith-Aye. Motion carried.

3.Motion by Frisk to accept Deputy Supervisor Johnny Hillis' resignation., Seconded by DeRoche. Roll call vote: Frisk-Aye, Deroche- Aye, Mattson- Aye, Smith Aye. Motion carried.

4.Motion by Frisk to accept Smith resignation. Seconded by Deroche. Roll call vote: Frisk-Aye, Deroche-Aye, Mattson-Aye, Smith-Aye Motion carried.

X. ADJOURNMENT – Smith adjourned the meeting at 4:30 PM.

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: August 12, 2024, At 6:00 P.M.
Minutes

Guests: Nancy Ferro, Jerry Roach, Frederika Roach, Paul Olson, Rose McBride, Terry McBride, Joan Carlisle, William Seppanen, Scott Gravedoni, Rhonda Gravedoni, Debbie Kinnunen, Brad DeLongchamp, Julia Leake, Carla Skytta.

- 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: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Clerk Hillis. A quorum is present. Absent: Supervisor Smith.
- IV. Consent Agenda
 1. Hillis made the motion to approve the agenda as written, support by Frisk. All in favor, 4 ayes. Motion carried.
 2. Approve Minutes – July 8, 2024, Regular Board Meeting – Motion by Frisk to approve the minutes, seconded by DeRoche. All in favor, 4 ayes. Motion carried.
 3. Treasurer’s Report – Motion by DeRoche to accept the Treasurer’s Report, Frisk seconded. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
 4. Bills to be Paid – Motion by Hillis to approve the bills, seconded by Frisk. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Aye, Hillis – Aye. Motion carried.
- V. Public Comment – J. Roach (picnic tables to pocket park), W. Seppanen (no senior meals report), F. Roach (bills, quarterly report), P. Olson (park, 4th of July, liability, fence), J. Leake (audit), D. Kinnunen (reserve 3 minutes for community building in next public comment, minutes correction, remove museum from the Treasurer report, 4th of July, and Sesquicentennial). R. McBride (sanitation under UMB misspelled).
- VI. Board Comment – DeRoche (deputy supervisor has the authority to act, the only thing he can’t do is vote, he can respond as ordinance enforcement officer), Hillis (assessor update, Northland

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Basement appt is November 7 for inside the bldg. on the north wall, audit), Frisk (National Night Out success).

- VII. Correspondence – Frisk read letter from members of the Michigamme Seniors, a response from the supervisor in reference to the seniors’ letter, and we received a notification this afternoon that Tammy Lynn Schultz is suing the Township of Michigamme for \$22,631,500.
- VIII. Committee Reports
1. Fire Board – No meeting due to National Night Out. The fire department has been awarded a \$24,000 side-by-side by Can-Am
 2. Planning Commission – Frisk said they held their meeting, looking at having a workshop August 22 at 5 pm to work on the master plan.
 3. DDA – S. Gravedoni said they had their meeting August 5, have a couple quotes for putting the poles in for the billboards, have bids on the LED sign, and working on finishing the town plan.
 4. Michigamme Area Senior Meal – No report given. Board members informed committee that no quarterly reports have been received by the Township since before Neil left.
- IX. Continuing Business
1. Park Grant Update/Survey (Frisk) everything moving on, informed P. Olson that he can get a copy of the topographic map, recommended putting up a snow fence between the Olson property and the park prior to next year’s 4th of July events. *(Board Meeting disrupted when P. Roncaglione brought in a sealed envelope and handed it to Frisk to read after public comment and then said to destroy it.)*
 2. Compensation for Meetings (Mattson) asked to get paid for DDA meetings and other meetings that aren’t part of board members statutory duties. Mattson was asked to write a policy and then bring it before the board.
 3. CEM Grant (J. Leake) currently under review.
- X. New Business
1. Bids/Quotes for Propane, Boiler Ventilation, Security Cameras, and Picnic Tables: 1) Propane – ad in paper and letters sent to 5 companies asking for quotes for the 2024-2025 season, basing quotes on purchase of 11,860 gallons last year. Bids received: Krist LP Gas– pre-purchase rate \$1.489 or rate of \$1,589; LaCourt Bottled Gas – first fill at \$1.20, cap of \$1.60. If accept a 3-year contract, \$1.70 for second/third year; U.P. Propane – rate of \$1.387. Letter stated Michigamme Township reserves the right to reject any and all propane price quotes with or without just cause. DeRoche made the motion to accept UP Propane’s bid of \$1.387, no second. Frisk made the motion to go with Lacourt Bottled Gas with their bid of \$1.20 per gallon for the first fill, capped at a \$1.60 for the first year and capped at \$1.70 for the remaining 2 years, Mattson seconded. Due to community members questioning the specs and everything bidding the same, Frisk made the motion that we go with 1 year with LaCourt for reliability, seconded by Mattson. Roll call vote: Frisk – Aye, Mattson – Aye, DeRoche – Nay, Hillis – Aye. Motion carried. 2) Boiler

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Ventilation – Proposal from Bianco and Estimate from Swick. Motion was made but not seconded due to being different descriptions, topic is tabled. 3) Security Cameras – Hillis wrote a \$5,000 grant through Par Plan, needs to be submitted by Sept 15, 2024. Superiorland Electronics has \$3,139 extra that the Township paid but never received a refund or equipment from a 2021-2022 quote/project. Received 2 quotes: Superior Lock & Security, Inc. \$11,514 for 24 cameras, 32-channel NVR, monitor, 2 wireless bridge kits, wire and connectors, and labor. Superiorland Electronics \$7,103 broke down \$4,803 for 11 cameras, recorder, monitor, battery backup and \$2,300 for wire mold/raceway (recommended), not included was the return of \$3,139. Hillis made the motion to go with Security Lock & Security, Inc. for \$11,514, Mattson seconded. Roll call vote: Hillis – Aye, Frisk – Aye, Mattson – Aye, DeRoche – Aye. Motioned carried. Resolution of Support R-2024-03-11-01 read by Frisk and she declared the motion adopted. 4) Picnic Tables – no bids received. Recommendation to put back out on bids.

2. Sewer Rates (Mattson) provided profit & loss YTD comparison for the past 3 years. Board members didn't receive it until just prior. Table agenda item.
 3. Community Building Rental/Providing Insurance if You're Making Money (Frisk) table agenda item until next month.
 4. Sell Street Signs (Frisk) money to go back into road fund. Recommendation to put out for bids. Open at next month meeting.
 5. National Forest Grant (Hillis) guidance from Sarah Etelamaki, admin, was money was incorrectly kept in general fund for past couple of years. DeRoche made the motion that we transfer the \$14,548.18 from the general fund to the road fund, Frisk seconded. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Hillis – Aye. Motion carried.
 6. Road Crack and Seal (DeRoche) this quote was for the year 2024, which was due to the road commission last fall and discussed by the board then. DeRoche made the motion to go ahead and accept the bid of \$15,776.49, seconded by Mattson. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Hillis – Aye. Motion carried.
- XI. Public Comment – F. Roach (sidewalk, park), W. Seppanen (seniors' contributions, sewer rates, garbage), P. Olson (park pumphouse roof), J. Leake (park parking, dogs on leash, ordinance enforcement officer), R. Gravedoni (security cameras, concern on the amount of money being spent, selling of street signs), B. DeLongchamp (garbage issues), D. Kinnunen (sewer rates-go with audit, propane bills), R. McBride (propane bids), J. Hillis (propane bids), S. Gravedoni (propane bids, fireworks – boats not allowed to come in earlier in the night, picnic tables at pocket park).
- XII. Board Comment – Frisk (Read P. Roncaglione letter about retracting her statement made during the July 12, 2021, board meeting, bring issues to us earlier), Mattson (grants), Hillis (ordinance officer)
- XIII. Adjournment – Frisk adjourned the meeting at 8:08 pm.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
treas@michigammetownship.gov

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: August 19, 2024, 3:00 PM
Minutes

Guests: William Seppanen, Carla Skytta, Paul Olson, Irene DeRoche, Julia Leake, James Asikainen, Brad DeLongchamp, Rose McBride, Marsha MCBride.

- I. CALL TO ORDER -The meeting was called to order by Supervisor Smith at 3:00 PM.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Supervisor Smith, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Mattson. All in favor, 4 Ayes. Motion carried.
- V. Correspondence- Two employee letters were read concerning the actions of D. Kinnunen on August 13, 2024. Three letters were read involving resignations of Clerk Tami Hillis, Deputy Treasurer Laura Thompson, and Deputy Supervisor Johnny Hillis. Tami Hillis left the meeting after reading her resignation letter stating it was effective immediately.
- VI. PUBLIC COMMENT – Bill Seppanen- Road Crack & Seal. Sewer. J. Anderson-Leake
- VII. BOARD COMMENT – Mattson explained why the payroll and bills can't be signed by only one person. When there are no Clerk the MTA red book states and as was confirmed by lawyer Roger Zappa expressed in a previous meeting stated the checks can be printed but not signed by one person

Frisk commented about resignations and labor laws.
- VIII. CONTINUING BUSINESS
 1. Road Crack and Seal- Discussion was presented. Motion by DeRoche to approve the additional administration fee, seconded by Mattson. Roll Call Vote: DeRoche – Aye, Mattson-Aye, Smith – Nay, Frisk – Nay. 2 Ayes, 2 Nays Motion made did not pass.
 2. Sewer Rates- Discussion was presented. Motion by Mattson to keep the same fee of \$55.00. Lack of support Motion by Frisk to table till September 9, 2024, board meeting. Seconded by Smith, No Vote taken to approve or disapprove.

3. Garbage on CR 607- Deroche discussed and showed photos of the garbage bins. They are full. A discussion was presented to purchase signs and cameras. Also to find the locks and cables that were in place with the recycling program last year.

IX. PUBLIC COMMENT - Rose McBride-Sewer, J. Anderson Leake- Communication, Lack of Dissemination, Concern board procedures past and present and Profit & Loss Statements.

BOARD COMMENT –Smith verbally announced she will be resigning as of September 1, 2024.

Resignation approvals:

BOARD NEVER RECEIVED COPIES OF RESIGNATIONS

1.Motion by Frisk to accept Clerk-Tami Hillis resignation. Seconded by Mattson. Roll call vote: Frisk-Aye, Mattson-Aye, Deroche-Aye, Smith-Aye. Motion carried.

a.) Once the board accepts the clerk’s Tami Hillis ’resignation, the deputy clerk (Shari Mahoski) is released from deputy clerks’ duties. Bank requires statement to release Shari from checking accounts.

2.Motion by Frisk to accept Deputy Treasurer Laura Thompson’s resignation. Seconded by Mattson. Roll call vote: Frisk-Aye, Mattson-Aye, DeRoche-Aye, Smith-Aye. Motion carried.

3.Motion by Frisk to accept Deputy Supervisor Johnny Hillis’ resignation., Seconded by DeRoche. Roll call vote: Frisk-Aye, Deroche- Aye, Mattson- Aye, Smith Aye. Motion carried.

4.Motion by Frisk to accept Smith resignation. Seconded by Deroche. Roll call vote: Frisk-Aye, Deroche-Aye, Mattson-Aye, Smith-Aye Motion carried.

X. ADJOURNMENT – Smith adjourned the meeting at 4:30 PM.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Supervisor,
Heather Smith

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
PO Box 220, 202 W Main Street
Michigamme, Mi 49861
Phone: 906-323-6608
Fax: 906-323-6344
treas@michigammetownship.gov

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: August 19, 2024, 3:00 PM
Minutes

Guests: William Seppanen, Carla Skytta, Paul Olson, Irene DeRoche, Julia Leake, James Asikainen, Brad DeLongchamp, Rose McBride, Marsha MCBride.

- I. CALL TO ORDER -The meeting was called to order by Supervisor Smith at 3:00 PM.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – Members Present: Treasurer Mattson, Trustee DeRoche, Supervisor Smith, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. APPROVAL OF AGENDA: Frisk made the motion to approve the agenda as written, supported by Mattson. All in favor, 4 Ayes. Motion carried.
- V. Correspondence- Two employee letters were read concerning the actions of D. Kinnunen on August 13, 2024. Three letters were read involving resignations of Clerk Tami Hillis, Deputy Treasurer Laura Thompson, and Deputy Supervisor Johnny Hillis. Tami Hillis left the meeting after reading her resignation letter stating it was effective immediately.
- VI. PUBLIC COMMENT – Bill Seppanen- Road Crack & Seal. Sewer. J. Anderson-Leake
- VII. BOARD COMMENT – Mattson explained why the payroll and bills can't be signed by only one person. When there are no Clerk the MTA red book states and as was confirmed by lawyer Roger Zappa expressed in a previous meeting stated the checks can be printed but not signed by one person

Frisk commented about resignations and labor laws.
- VIII. CONTINUING BUSINESS
 1. Road Crack and Seal- Discussion was presented. Motion by DeRoche to approve the additional administration fee, seconded by Mattson. Roll Call Vote: DeRoche – Aye, Mattson-Aye, Smith – Nay, Frisk – Nay. 2 Ayes, 2 Nays Motion made did not pass.
 2. Sewer Rates- Discussion was presented. Motion by Mattson to keep the same fee of \$55.00. Lack of support Motion by Frisk to table till September 9, 2024, board meeting. Seconded by Smith, No Vote taken to approve or disapprove.

3. Garbage on CR 607- Deroche discussed and showed photos of the garbage bins. They are full. A discussion was presented to purchase signs and cameras. Also to find the locks and cables that were in place with the recycling program last year.

IX. PUBLIC COMMENT - Rose McBride-Sewer, J. Anderson Leake- Communication, Lack of Dissemination, Concern board procedures past and present and Profit & Loss Statements.

BOARD COMMENT –Smith verbally announced she will be resigning as of September 1, 2024.

Resignation approvals:

BOARD NEVER RECEIVED COPIES OF RESIGNATIONS

1.Motion by Frisk to accept Clerk-Tami Hillis resignation. Seconded by Mattson. Roll call vote: Frisk-Aye, Mattson-Aye, Deroche-Aye, Smith-Aye. Motion carried.

a.) Once the board accepts the clerk’s Tami Hillis ’resignation, the deputy clerk (Shari Mahoski) is released from deputy clerks’ duties. Bank requires statement to release Shari from checking accounts.

2.Motion by Frisk to accept Deputy Treasurer Laura Thompson’s resignation. Seconded by Mattson. Roll call vote: Frisk-Aye, Mattson-Aye, DeRoche-Aye, Smith-Aye. Motion carried.

3.Motion by Frisk to accept Deputy Supervisor Johnny Hillis’ resignation., Seconded by DeRoche. Roll call vote: Frisk-Aye, Deroche- Aye, Mattson- Aye, Smith Aye. Motion carried.

4.Motion by Frisk to accept Smith resignation. Seconded by Deroche. Roll call vote: Frisk-Aye, Deroche-Aye, Mattson-Aye, Smith-Aye Motion carried.

X. ADJOURNMENT – Smith adjourned the meeting at 4:30 PM.

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

Michigamme Township Special Board Meeting

Location: Community Building

Date & Time: September 3, 2024, at 8:00 AM

Minutes

Attendance: Kathi Hanson, Debbie Kinnunen, Friederike and Jerry Roach, Julia Leake

- I. Call To Order: Meeting called to order By DeRoche at 8:00 a.m.
- II. Pledge Of Allegiance: Recited by all in attendance.
- III. Roll Call: Roll called by DeRoche: DeRoche present, Frisk present, Smith present, Mattson present. Quorum present.
- IV. Approval of Agenda: Board and Public comment deleted from agenda. Motion to approve the amended agenda by Frisk. Second by DeRoche. Voice vote. Four Ayes. Zero Nays. Motion passed.
- V. Correspondence: Moved to item #1 continuing business.
- VI. Public Comment: Kathi Hanson, Debbie Kinnunen, Frederika Roache.
- VII. Board Comment: Mattson, Frisk, DeRoche, Smith all spoke.
- VIII. Continuing Business
 1. Fill Clerk's Position: Frisk read both applicants correspondence to the board. Applicants were Marsha McBride and Kathi Hanson. Discussion followed. DeRoche made the motion to appoint Kathi Hanson for the position of township clerk. Second by Mattson. Roll called. Mattson Aye, DeRoche Aye, Frisk Aye, Smith Aye. Four Ayes. Zero Nays. Motion passed. Hanson was sworn in at 8:34 a.m by notary Debbie Kinnunen.
 2. Supervisor's Resignation: Heather Smith read her resignation. Motion made by Mattson to accept Heather Smith resignation. Second by DeRoche. Roll called. DeRoche Aye, Mattson Aye, Smith Aye, Frisk Nay. Three Ayes. One Nay. Resignation accepted.
- IX. Public Comment: Struck from agenda.
- X. Board Comment: Heather Smith, DeRoche.
- XI. Adjournment: Meeting adjourned at 8:45 a.m.

Clerk, Kathi Hanson
Trustee, Donald DeRoche

Supervisor

Treasurer, Laura Mattson
Trustee, Kathleen Frisk

MICHIGAMME TOWNSHIP
PO BOX 220, 202 W. Main Street
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344

Michigamme Township Board Meeting
Location: Community Building
Date & Time: September 9th, 2024, at 6:00 PM
DRAFT Minutes

Guests: Debbie Kinnunen, Marsha McBride, Nancy Ferro, Carla Skytta, William Seppanen, Rose McBride, Marge Luke, Julia Leake, Scott Gravedoni, Rhonda Gravedoni, Brad Longchamp, Joe Perry, Laura Thompson, Craig Thompson, John Gregg.

- I. Call To Order by Clerk Hanson at 6:00P.M.
- II. Pledge Of Allegiance recited by all in attendance.
- III. Roll Call by Hanson. Members present: Treasurer Mattson, Trustee Frisk, Trustee DeRoche, Clerk Hanson. All present. Hanson asked DeRoche to chair the meeting (after the agenda is approved). All in agreement.
- IV. Consent Agenda- Frisk added to new Business #6 Audit, #7 Building access, #8 Sidewalk; Hanson added #9 Fill receptionist position.
 - 1: Agenda – Motion to approve the agenda with additions by Frisk. Second by DeRoche. All in favor, four ayes. Motion carried. Hanson turned the meeting over to DeRoche after approval.
 - 2: Approve Minutes
 - A: August 12, 2024, Regular Board Meeting: Motion to approve the August 12th minutes with changes by DeRoche. Second by Frisk. All in favor, four ayes. Motion carried.
 - B: August 19, 2024, Special Board Meeting: Motion to approve the August 19th special meeting minutes with changes by DeRoche. Second by Frisk. All in favor, four ayes. Motion carried.
 - C: September 3, 2024, Special Board Meeting: Motion to accept the minutes by DeRoche. Second by Frisk. All in favor, four ayes. Motion carried.
 - 3: Treasurer's Report- Motion to accept the Treasurer's report as written by Frisk. Second by DeRoche. All in favor, four ayes. Motion carried.
 - 4: Bills to be Paid- Motion to approve the bills to be paid by Frisk. Second by Mattson. Roll call vote. Frisk Aye, Hanson Aye, DeRoche Aye, Mattson Aye. Four ayes, motion carried.

4: Main Boiler Vent (John)- We checked, and the Bianco quote was accurate. John recommends we use Bianco for the job. Motion to accept the Bianco bid to fix the chimney by Frisk. Second by Mattson. Roll call vote: Mattson Aye, Frisk Aye, Hanson Aye, DeRoche Aye. Four Ayes. Motion carried.

5: DPW update (John)- The old park picnic benches are up for bid. The highest bid wins the first choice of bench, then the second highest bid, and so on. Benches will be up for bid until the October Board meeting. Contact John/DPW to place a bid. DPW in high gear prep for winter, and pump maintenance to begin. Frisk commented we should consider keeping our summer help on into the fall due to John's shoulder still healing. We will address during our October meeting.

6: Extend Rummage Sale through 9-15-24 (Mattson)- Motion to extend the Rummage Sale through September 15th, 2024, by Hanson. Second by Frisk. All in favor, four ayes. Motion carried.

7: Sewer Rates (Mattson)- Motion to raise the bond/readiness rate to \$24.00 and the user fee to \$34.00 by Frisk. Second by DeRoche. Roll Call vote: DeRoche Aye, Mattson Aye, Frisk Aye, Hanson Aye. Four Ayes. Motion carried. Note: Rates were not raised last year. This year's increase is 5.45% (a \$3.00 increase from current rates)

8: Deputy Treasurer (Frisk)- Frisk spoke of the urgency to fill the deputy treasurer position. Mattson announced she has a deputy treasurer now (Irene Deroche), she has already been sworn in and gone to the bank to update signatures.

9: Tammy Schultz Lawsuit (Kathi) Hanson reported she noticed a large envelope addressed to the Supervisor in her mailbox. She was informed it was dropped off by Tammy Schultz and has not been opened yet. Hanson will contact the lawyer and send him all this information.

X. New Business

1: John Gregg to represent Planning Commission on Zoning Board of Appeals (Frisk)- Motion by Frisk to have John Gregg represent the Planning Commission on Zoning Board of Appeals. Second by DeRoche. All in favor, four ayes. Motion carried.

2: Liaison /work with MCRC about preventive maintenance for Township Roads (DeRoche)- DeRoche made the motion that he be the liaison to work with MCRC about preventive maintenance for Township Roads. Second by Hanson. All in favor, four ayes. Motion passed.

3: USDA Township Loan (Mattson)- Mattson tabled this topic until the October meeting.

4: DDA/ permission to erect the Stone Gateway Sign on Township property and do site rep. Scott Gravedoni reported the property they wanted to use to put the stone sign on is not available, so the next viable option is property on the North side of U.S. 41 (across from the sewer drain fields) that the township owns. They would also like to inquire if the DPW could use our new backhoe to prep/level/clear the ground area on the new site before the cement is poured. If not, would the Township help pay for site prep from an outside source? Much discussion followed and it was decided the first step needed to move forward is to get the board's permission to put the sign on this new location if it is feasible. Once permission is

- V. Public Comment- Clerk Hanson read Paula Roncaglione retraction statement (per her lawyer's instruction), Marge Luke (residents property upkeep, cemetery upkeep outstanding); Marsha McBride (overgrown weeds in sidewalks, alleys, and empty lots that are a hazard to residents walking); Julia Leake (we should readdress getting a zoning enforcement officer to enforce our ordinances); Joe Perry (addressed why certain areas at the park are closed to the public during the July 4th festivities due to State Laws regarding safety. Also stated there are many cracks in the ramps at the Fire Station and EMS building that need to get filled).
- VI. Board Comment- Hanson (introduction/updates/thank you to Laura Thompson, John, Don Leake, and residents for supporting her as the new clerk). DeRoche thanked Hanson for taking the position.
- VII. Correspondence: Hanson read Laura Thompson's resignation letter to the board followed by a letter from Rudy Gouts.
- VIII. Committee Reports
- 1: Fire- Liaison DeRoche reported there was no meeting held due to illness and lack of quorum. Joe Perry updated that August was a busy month (9 calls); clarified our boat was paid for by donations; updated our new Firetruck will start to be built in January 2025; and The Hunt & Fish Shop in Curtis (where we went for our trailer, updates on our boat, etc.) advised us to submit to BRP/Bombardier Recreational Products who once a year picks one volunteer organization per state and awards them a side by side worth \$27,000.00. We applied, we were picked for the State of Michigan, and it will be delivered sometime this month.
- 2: Planning Commission- Frisk reported they had their meeting September 4th, all were present, many items were discussed, and there is a workshop scheduled on September 11 at 5 pm in the card room to work on the Master Plan.
- 3: DDA- Scott Gravedoni reported the DDA had their meeting September 2nd; they received their final bid for the LED Sign (\$17,999.00), we need to pay them 50% down to order the sign, and it will take 8-12 weeks delivery time. Next items slated to be completed this fall are digging the holes for the two new billboards, and if time, the new signs up at the Museum and by Michigamme Market.
- 4: Michigamme Area Senior Meals- Bill Seppanen reported the seniors are happy to be back in the building and we are currently serving about 65 meals per week (more in person than take out).
- IX. **Continuing Business**
- 1: Superior Lock & Key Camera Security System update (John)- Work began today on the installation.
- 2: Drain Tile on North End of Building: update (John)- This project coincides with Northland Basements. The drain tiles need to be completed first, and because DPW will not be able to do the drain tile right away, John will contact Hammel (whose bid was already approved to do the job) tomorrow for a start date.
- 3: Northland Basements update (John)- The start date for this project is November 7th, 2024.
- A: Reconsider Hamel quote and hire? (John) N/A (quote already approved).

granted, they will move forward gathering additional facts to bring to the board. DeRoche made the motion to allow the DDA to use Township property for their sign if feasible. Second by Mattson.

5: August 15th incident (Kathi)- Nothing to report.

6: Audit (Frisk)- Frisk is requesting an audit be done since hearing \$5.00 monies are missing from a payment and the lockbox. An audit motion was made in a previous meeting, the previous clerk was planning to initiate it. Since she is gone, the current Treasurer and new Clerk will move forward on it.

7: Access to the keypad doors (Frisk)- Motion made by Frisk for a DDA member to have an access code so they can hold their meetings. Second by Hanson. All in favor, four ayes. Motion passed.

8: Sidewalks (Frisk)- Some property owners are not maintaining grass and weed growth and/or tree limbs that are encroaching on our sidewalks making it hard for some residents to walk on them. The clerk will discuss with John and see how to proceed.

9: Fill the receptionist position (Kathi)- Clerk to post receptionist job opening details locally and on Indeed. Deadline to apply is September 24th.

X.I Public Comment: Marsha McBride (money missing, building access, sidewalks are property owners responsibilities), Bill Seppanen (board voted on crack & seal and didn't follow through; they need to think about costs to taxpayers down the road), Marge Luke (unhappy with how the meeting was run, thanked Laura Thompson), Julia Leake (thanked Laura Thompson, residents should have access to the building, agreed with Treasurer for not signing checks with only one signature), Joe Perry (thanked Laura Thompson from the Fire Dept, EMS and Township), Rose McBride (sorry to see Laura go), Debbie Kinnunen (sorry to see Laura leave), Rhonda Gravedoni (thanked board for supporting DDA), Scott Gravedoni (thanked board for access to the building, sidewalks, and hoped the property next to him will eventually be kept clean and neat).

XII. Board Comment: Mattson (addressed missing monies and her frustrations regarding her work environment), Frisk (thanked everyone for being at the meeting, thanked Laura Thompson), Hanson (Rumors are dangerous, please get the facts and don't automatically think the worst of a situation. She also thanked Laura Thompson for all her help and wished she had had more time to work with her.), DeRoche (Thanked Laura Thompson, building access, board members should be able to ask residents into their offices, we need to follow the rules/guidelines during a meeting, thank you for coming).

XIII. Adjournment: meeting adjourned at 8:11 p.m.

Clerk, Kathi Hanson
Trustee, Donald DeRoche

Supervisor

Treasurer, Laura Mattson
Trustee, Kathleen Frisk

MICHIGAMME TOWNSHIP
PO BOX 220, 202 W. Main Street
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344

October 14, 2024, Board Meeting

~~Draft~~ Minutes With Corrections

Guests: Nancy Ferro, Trudy Seppanen, Jerry Roach, Frederika Roach, Marsha McBride, Margaret Luke, Virginia Olson, William Seppanen, Joann Carlisle, Brad DeLongchamp, Paul Olson, Debbie Kinnunen, Beth Koenig, Paul Peterson, Julia Leake.

- I. Call To Order by Hanson at 6:01 p.m.
- II. Pledge Of Allegiance recited by all in attendance.
- III. Roll Call by Hanson: Frisk Aye, Hanson Aye, DeRoche Aye, Mattson Aye. All present; quorum met.
- IV. Consent Agenda Additions: Continuing Business: #4 Lawsuit update. New Business: #7 Short Term Rental Fee, #8 Election Grant, #9 EMS Radio Bill.

1: Agenda: Motion to approve the agenda with additions by DeRoche. Second by Frisk. Voice vote: 4 Ayes. 0 Nays. Motion carried.

Motion made by Frisk for Hanson to run the meeting. Second by DeRoche. Voice vote. 4 Ayes. 0 Nays. Motion carried.

2: Approve Minutes:

A: September 9th, 2024, board minutes: Motion to approve minutes with revision by Frisk. Second by DeRoche. Voice vote. 4 Ayes. 0 Nays. Motion carried.

B: 8/30/2024 ~~no quorum because supervisor was not notified of the meeting~~
~~meeting~~: No action needed, already approved at last meeting.

3: Treasurer's Report: Motion to approve the Treasurer's report by DeRoche. Second by Hanson. Voice vote. 4 Ayes. 0 Nays. Motion carried.

- 4: Bills to be Paid: Motion by Mattson to approve the last Park grant payment (\$64,383.00) but hold off paying it until we get some resolution regarding the drainage issue. Second by Hanson. Roll call by Hanson. Frisk Aye, Hanson Aye, DeRoche Aye, Mattson Aye. Motion carried. Motion to pay all remaining submitted bills by Frisk. Second by DeRoche. Roll call by Hanson. Mattson Aye, Hanson Aye, DeRoche Aye, Frisk Aye. 4 Ayes. 0 Nays. Motion carried.
- V. Public Comment: Frederika Roach (would like the public to have access to bills). Debbie Kinnunen (stated the clerk can make bills available for public viewing). Margaret Luke (talked about elections coming up and recent board turnovers the last two years). ~~Scott Gravedoni~~ Julia Leake (would like to use \$300.00 of our Kids Budget for the Dec. 14th Christmas Party).
- VI. Board Comment: Mattson (thanked Margaret Luke for her comment, thanked Debbie Kinnunen for all her help with sewer coupons, and assisting Sarah (admin assist) when needed, and thanked Sarah and Dee Dee DeRoche for working as a team with her to get sewer delinquent bills sent out. Hanson shared several last-minute announcements (notices have been posted for them and they can also be viewed on our Township website). New Library and Office hours, Surveillance cameras installed, Bids for picnic tables are closed/ pick up and pay for your tables next week, Halloween Party, Trick or Trunk, Oct 30th Eagle Mine Quorum at noon (lunch provided and open to the public), Foot Care Clinic (contact Bill Seppanen for an appointment).
- VII. Correspondence: None.
- VIII. Committee Reports
- 1: Fire: DeRoche reported there was a meeting 10/1/2024. In August they had 8 runs, 8 fires. September there was an accident, and a deck fire. Work is progressing on the new firetruck, and they have two new openings in Fire/EMS but are always looking for additional volunteers as well. Brad Delongchamp added the side-by-side we won arrived today and TV-6 came out to cover its arrival. The machine is beautiful but currently only has the basics, they will budget next year to add more to it (FYI: The Hunt & Fish Shop already graciously donated the windshield and side mirrors).
- 2: Planning Commission: Frisk reported there was a meeting on 10/2/2024, a workshop was scheduled for 10/9/2024 but due to people sick, quorum was not met, so another meeting is scheduled ~~ton on~~ 10/20/2024 to work on Master Plan. Frisk also stated they are accepting photo's (historic and current) of Michigamme to review that they can add to the Master Plan
- 3: DDA: Julia Leake reported DDA met on 10/7/2024. Bikes and pots have been put in storage and the fall display is out. The stakes have been placed for the new sign. The electrical permit has been secured for the new electronic sign. The posts for the new sign will be put in soon. The initial two-hour training session (to learn how to program the sign) will be done by Jen Zwick. After elections, a new board member will also take the training, so we always have two people who know how to do it. The \$9,000.00 half payment down for the sign has been paid. The DDA is having a Christmas party again this year on December 14th from 2-4 p.m. They are requesting \$300.00 from the Kids Fund budget to cover misc. expenses over the amount of monetary donations they hope to receive. They are also

looking into getting a website design with a dropdown where you can view all business cards of local businesses.

4: Michigamme Area Senior Meals: Virginia Olson gave quarterly reports (income verses expenses, plus meal counts (eat in verses take out). Due to rising costs, there have been months where they are in the red. Hanson added she will make these reports available in the office for the public.

5: DPW Report: Hanson reported for John. Equipment has been serviced and ready for cold weather; all summer equipment now in storage; they are in the process of changing out sewer pumps.

IX. Continuing Business

1: Receptionist applications (Kathi): The board discussed and agreed to hold off hiring until the new board is in place.

2: USDA Loan (Laura): Discussion only. No action taken.

3: Cameras installed (Kathi): Hanson informed the board and audience that our cameras have been installed and surveillance notices have been posted throughout the buildings.

4: Lawsuit update: Hanson shared updates from our lawyers that at present, the case is on hold, but they are ready to proceed if needed.

X. New Business

1: Board of Review (Kay): Current board members would like to continue as the future board members and take the upcoming education program. Tabled until November to allow time to research the term limits of current members as well allow them and others to apply for these positions (if any member has termed out). If needed, Hanson will put notices up and post on our website position openings as well as application forms.

2: Amended Budget (Kathi): Motion to approve the amended budget by Frisk. Second by DeRoche. Roll call by Hanson. Mattson Aye, Hanson Aye, Frisk Aye, DeRoche Aye. 4 Ayes. 0 Nays. Motion carried.

3: Sewer- Daniel Mattson and Rick Wedin (Laura): Discussion, no action taken.

4: EMS Conference (Kathi): No motion needed; conference costs already allocated for in the budget. Two attendees are attending the training conference. Total costs for registration/mileage/housing for two is \$659.00. A third person may attend pending he can get out of a previous commitment.

5: End of year W-2 Forms (Laura): W-2 forms can wait to be addressed until after the new board convenes however, there are October deadlines we need help with (941 and unemployment). Motion made by Mattson to allow Debbie Kinnunen to come in as an advisor with no pay to assist when needed. Second by Hanson. Voice vote: Mattson Aye, DeRoche Aye, Frisk Nay, Hanson Aye. 3 Ayes. 1 Nay. Motion carried.

6: Investments report given by Mattson.

7: Short term rentals (Laura): Current yearly licensing fee is \$40.00; Mattson would like to raise the fee. Motion made by Mattson to raise the short-term rental fee to 100.00. Second by DeRoche. Roll call by Hanson: Frisk Nay, Hanson Nay, DeRoche Aye, Mattson Aye. 2 Ayes. 2 Nays. Motion failed. Hanson made the motion to ~~rise-raise~~ the short-term rental fee to \$75.00. Second by DeRoche. Roll call by Hanson. Mattson Aye, Hanson Aye, DeRoche Aye,

Frisk Nay. 3 Ayes. 1 Nay. Motion passed. Next board will need to research and make sure all residents offering these services have indeed paid the yearly fee.

8: Election grant (Kathi): Hanson reported the clerk/deputy clerk secured an election grant for \$3,000.00 dollars for supplies and a rolling enclosed cabinet for all election equipment and records. She requested the board allow them to purchase said supplies so they can turn in the receipts to be reimbursed by the grant. Motion made by Frisk to approve the \$3,000.00 to spend for grant approved equipment. Second by DeRoche. Roll call by Hanson: DeRoche Aye, Frisk Aye, Mattson Aye, Hanson Aye. 4 Ayes. 0 Nays. Motion carried.

9: EMS Radio Bill: EMS has four new radios that we need to pay a \$250.00 each, one time, activation fee for (The State of Michigan programs all radios). Motion made by Hanson to pay the \$1,000.00 activation fee (total amount for all four radios) to the State of Michigan to get our radios working properly. Second by DeRoche. Roll call by Hanson: Frisk Aye, Hanson Aye, Mattson Aye, DeRoche Aye. 4 Ayes. 0 Nays. Motion passed.

X.I Public Comment: Jerry Roach (Appreciates Halloween events are held in town but hopes the children also trick or treat at homes). Marsha McBride (Hopes we reach out to all applicants to let them know we are holding off hiring for now. Frustrated on lack of follow through on many past meetings conversations/ordinances/etc. and questions people's qualifications). Debbie Kinnunen (Impressed Hanson remembered (by coming in with Neil) certain deadlines and met them; re-iterated she has helped in the past and is willing to assist office employees if they need assistance now). Bill Seppanen (tired of hearing bad press about our town and hopes the township will heal with a new board. Eagle mine was inadvertently charged a rental fee so when we tried to send it back, they wouldn't accept it, instead they donated the \$135.00 to the Seniors). Beth Koenig (thanked the EMS, also stated she felt persons with concerns should come in person and not have a board member speak in their behalf and asked if all helpers coming into the office are bonded). Julia Leake (stated she felt all board members are doing the best they can and thanked all the residents that put the time in to host town events. Added it bothers her the audit hasn't been done yet; it needs to be addressed as soon as possible.). Margaret Luke (Hopes kindness and thoughtfulness are the future norm and whoever is elected will be open minded and remember how to speak to people.)

XII. Board Comment: Hanson reported the office is running smoothly; all clerk related duties and required government reports are filed and current; then addressed some comments made by the public. Mattson (addressed why she spoke for both Dan and Rick regarding their sewer concerns). Frisk: (The ribbon cutting for the park/ tennis courts will be 2:00 on Wednesday down by the Pavilion. A speaker is coming from the DNR and TV-6 is coming. She also thanked everyone for taking the time to come to meetings and events).

XIII. Adjournment: Hanson adjourned the meeting at 8:45 p.m.

Michigamme/Spurr Township Board Meeting
Spurr Township Hall
29257 US HWY 41
Michigamme, MI 49861



October 23, 2023

- I. CALL TO ORDER- The meeting was called to order by Supervisor, Jason Killoran at 6:00 p.m.
- II. PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.
- III. ROLL CALL
Spurr Township Board Members: Supervisor, Jason Killoran, Clerk, Jessica Omernick, Treasurer, Tammy Marier and Trustee, Dennis Benti, Trustee, Joel LePage

Michigamme Township Board Members: Treasurer, Laura Mattson, Trustee, Donald Deroche, Clerk, Tami Hillis, Trustee, Kathleen Frisk.
Quorum is present.
- IV. AGENDA APPROVAL- Motion made by Trustee, Frisk to approve agenda, seconded by Trustee, LePage. 8 Ayes. 0 Nays. Motion carried.
- V. APPROVAL OF MINUTES- July 11, 2023, Joint board meeting- Motion to approve the minutes by Trustee, Frisk and seconded by Trustee, Deroche. 8 Ayes. 0 Nays. Motion carried.
- VI. New Business
 - a. Billing Update
 - i. Michigamme is submitting bills to be paid by Spurr Township in a timely manner now. Both boards discussed Spurr's fiscal year and how it is different from Michigamme's fiscal year. Bills to be paid by Spurr to Michigamme must be submitted within that fiscal year.
 - b. I Am Responding
 - i. Supervisor, Killoran notified the boards that the Fire Department's I Am Responding's trial period ends 10/27/2023. Both boards reviewed the I Am Responding subscription agreement. Motion made by Trustee, Deroche and seconded by Treasurer, Marier to sign the agreement for a one-time fee of \$1,500 for a 5-year subscription. 8 Ayes. 0 Nays. Motion carried. Clerk, Hillis to submit the paperwork and payment to I am Responding and bill Spurr Township 50% of the bill.

VII. Old Business

a. Tri Media

- i. The cemetery closed for the season on 10/22/2023.
- ii. Supervisor, Killoran gave an update on the next steps with Tri Media. Tri Media will be coming this week to do a drone survey. The next step is to merge the old cemetery data Michigamme has with the new data Tri Media collects.

VIII. Public Comment- 1 comment regarding the free smoke detectors being installed by the fire department.

IX. Adjournment- Meeting adjourned at 6:21pm by Supervisor, Killoran.

The next joint meeting will be Wednesday, January 17th, 2024, at 6:00pm at Michigamme Community Building.

Respectfully Submitted,

Jessica Omernick, Clerk

Clerk, Kathi Hanson
Trustee, Donald DeRoche

Supervisor

Treasurer, Laura Mattson
Trustee, Kathleen Frisk

Michigamme Township
Po Box 220, 202 W Main
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
clerk@michigammetownship.gov

Michigamme Township Board Meeting
Location: Community Building
Date & Time: November 11, 2024, at 6:00 PM
Minutes

Guests: Debbie Kinnunen, Nancy Ferro, Trudy Seppanen, Irene DeRoche, Margaret Luke, Paul Olson, Carla Skytta, William Seppanen, Rose McBride, John McBride, Brad Delongchamp, Marsha McBride, Chris Roose, Julia Leake, John Gregg.

- I. Call To Order – The meeting was called to order by Trustee DeRoche at 6:00 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Assign Moderator – Motion by Frisk to nominate DeRoche to be the moderator of the meeting, support by Mattson. All in favor, 3 Ayes. Motion carried.
- IV. Roll Call – Members Present: Trustee Frisk, Trustee DeRoche, Treasurer Mattson. Not present: Clerk Hanson. Quorum present.
- V. Consent Agenda – Frisk requested adding number 5 – park grant update under continuing business.
 - a. Agenda – Frisk made the motion to approve the agenda with the add-on, support from DeRoche. All in favor, 3 Ayes. Motion carried.
 - b. Approve 10-14-2024 Minutes – Frisk made the motion to approve the minutes with the revisions, Mattson seconded. All in favor, 3 Ayes. Motion carried.
 - c. Treasurer’s Report – Frisk made the motion to approve the treasurer’s report as read, support from DeRoche. All in favor, 3 Ayes. Motion carried.
 - d. Bills to be Paid – questioned Hamel bill for pumping – should have been bid-out, need more information. Mattson made the motion to table the discussion, DeRoche seconded. All in favor: DeRoche – Aye, Mattson – Aye, Frisk – Nay. Motion carried. Frisk made the motion to pay the bills, (except for Hammel DeRoche stated), support by DeRoche. Roll call: DeRoche – Aye, Frisk – Nay, Mattson – Aye. 2 Ayes, 1 Nay. Motion carried.
- VI. PUBLIC COMMENT – M. McBride (planning commission, master plan - unable to get a township computer to update, minutes), M. Luke (office turnover over the past year, community issues, new

board, Hamel bill tabled), P. Olson (Mt. Shasta sewer), D. Kinnunen (Hamel pumping), R. McBride (save time for second public comment).

- VII. BOARD COMMENT – DeRoche (congratulations to new board, work as a team, good luck), Mattson (good luck to new board).
- VIII. Correspondence: Letter from K. Hanson, DeRoche said he refuses to read the letter from an employee.
- IX. Committee Reports
 - A. Fire – received delivery of side-by-side; 3 fire/EMS callouts; tv struck by lightning-will need to budget for a new one; December there will be training at the sheriff's office.
 - B. Planning Commission – working on master plan; been trying to get computer access for months.
 - C. DDA – electrical at the new LED sign is done; Christmas party donation was received; snowflakes are up; market was a success.
 - d. DPW Report – no report
- X. Continuing Business
 - a. Seniors – received quarterly report. Frisk made the motion to raise the quarterly payment up \$900, no second. DeRoche will reach out to Spurr to see if they will donate money.
 - b. Sewers – has been resolved.
 - c. Covid – has been resolved.
 - d. Policies & Procedures – No action required.
 - e. Park Grant Update – ensure the most recent check images are updated in the MiGrants platform, the final check is being held until the Township receives in writing that Ultra will return in the spring if there are any issues.
- XI. New Business
 - a. 1: Training Update – Debbie Kinnunen – document was provided to board members, which stated what areas need to be corrected or updated.
- XII. Public Comment – J. Gregg (thanked current board, honored to be elected), B. Delongchamp (contractor payment), J. Leake (contractor payment, thanked current board), R. McBride (hopes new board works together).
- XIII. Board Comment – Frisk (share information with new board), Deroche (sewer pumping, bids, thanked Nancy, speak with Jay/Spurr).
- XIV. Adjournment – DeRoche adjourned the meeting at 7:48 pm.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

MICHIGAMME TOWNSHIP
PO BOX 220

Michigamme, MI 49861

Phone: 906-323-6608

Fax: 906-323-6344

admin@michigammetownship.com

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 Michiganamme 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

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

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.

Clerk, Kathi Hanson
Trustee, Donald DeRoche

Supervisor

Treasurer, Laura Mattson
Trustee, Kathleen Frisk

Michigamme Township
Po Box 220, 202 W Main
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
clerk@michigammetownship.gov

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: November 19, 2024, at 10:00 AM
Minutes

Guests: Debbie Kinnunen, Rose McBride, J.T. McBride, Irene DeRoche, William Seppanen, Joan Carlisle, Paul Olson, Beth Koenig, Susan Alexander.

- I. Call To Order – The meeting was called to order by Clerk Hanson at 10:00 a.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Members Present: Trustee Frisk, Clerk Hanson, Trustee DeRoche, Treasurer Mattson. Quorum present.
- IV. Assign Moderator – Motion by Frisk to nominate Hanson to be the moderator of the meeting, support by DeRoche.
- V. Approval of Agenda – DeRoche made the motion to approve the agenda with changes, seconded by Frisk. All in favor, 4 ayes. Motion carried.
- VI. Public Comment – S. Mahoski (workplace issues and retaliation).
- VII. Board Comment – None.
- VIII. New Business
 1. Debbie Kinnunen Training Report Review – Board members were given an opportunity to ask questions of previously submitted training update from the November 11, 2024, board meeting.
 2. Work Environment Letter – Letter read by S. Mahoski. Rebuttal comments and input from Hanson, Frisk, Mattson. Motion by DeRoche to table the discussion to the new board, seconded by Mattson. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Hanson – Aye.
- IX. Public Comment – D. Kinnunen (tax money appropriations, HSA, training, PTO), J. Leake (letter, office environment).

- X. Board Comment – Frisk (tax money appropriations, benefits, snapshot of office environment), DeRoche (new board left with issue), Hanson (comments for the new board), Mattson (wish the new board well).

- XI. Adjournment – Hanson adjourned the meeting at approximately 11:30 am.

Clerk, Tami Hillis
Treasurer, Marsha McBride

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

Michigamme Township
Po Box 220, 202 W Main
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
clerk@michigammetownship.gov

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: November 21, 2024, at 6:00 PM
Minutes

Guests: Carla Skytta, Rose McBride, John McBride, Bill Seppanen, Debbie Kinnunen, Margret Luke.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:00 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Members Present: Trustee Gregg, Treasurer McBride, Supervisor Leake, Trustee Seppanen, Clerk Hillis.
- IV. Approval of Agenda – Gregg made the motion to approve the agenda as written, support by McBride. All in favor, 5 ayes. Motion carried.
- V. Public Comment – W. Seppanen (congratulated/welcome new board), M. Luke (Mt. Shasta sewer repair), D. Kinnunen (emergency plan).
- VI. Board Comment – Hillis (emergency policy), Leake (streetlights, thanked DPW workers)
- VII. New Business
 1. Mt. Shasta Force Main Line Repairs – Leake read/adopted the Resolution for Mt. Shasta Force Main Line Repairs R-2024-11-21-#06. Motion by Hillis to approve the resolution, seconded by McBride. Roll call vote: Gregg – Aye, Seppanen – Aye, McBride – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VIII. Adjournment – Leake adjourned the meeting at 6:23 pm.

Clerk, Tami Hillis
Treasurer, Marsha McBride

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

Michigamme Township
PO Box 220, 202 W Main
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
clerk@michigammetownship.gov

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

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. 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 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 conducting 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.

Clerk, Tami Hillis
Treasurer, Marsha McBride

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

- 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.

Draft

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

Michigamme Township
202 W Main Street, PO Box 220
Michigamme, MI 49861
Phone: 906-323-6608
Fax: 906-323-6344
admin@michigammetownship.com

Michigamme Township Board Meeting
Location: Community Building
Date & Time: December 11, 2023 At 6:00 P.M.
Minutes

Attendees: Beth Koenig, Gary Koenig, Paul Peterson, Bill Seppanen, Donald Leake, Julia Leake, Debbie Kinnunen, Paul Olson, Lisa Rogers, Michael Webster, Joan Carlisle, Laura Thompson, Irene DeRoche, Rhonda Gravedoni, Scott Gravedoni, Kathi Hanson, Brad DeLongchamp, Nancy Ferro, Jim Belpedio

- I. CALL TO ORDER – The meeting was called to order by Clerk Hillis at 6:01 p.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – MEMBERS PRESENT: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. ASSIGN MODERATOR – Motion by Hillis to nominate Frisk to be the moderator of the meeting, DeRoche seconded. Voice vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
- V. CONSENT AGENDA – DeRoche moved to approve the agenda, Hillis supporting. 4 Ayes. Motion carried. Two additions to New Business – Frisk requested adding #9 Admin pay for Hillis the week of 27-30 December. The secretary was out sick that week. Frisk requested adding #10 UP Propane.
 1. AGENDA
 2. MINUTES – Motion by Mattson to approve minutes, DeRoche supporting. 4 Ayes. All in favor. Motion carried.
 - a. Approval of Draft Minutes for Regular Meeting November 13, 2023.
 3. TREASURER’S REPORT – Mattson spoke about the different investment options, the interest gained based on the type of investment, and the current online payment option. Motion by DeRoch to approve Treasurer’s report with Hillis supporting. 4 Ayes. All in favor. Motion carried.
 4. BILLS TO BE PAID – Motion by Hillis, support by Frisk to pay bills. 4 Ayes. All in favor. Motion carried. Roll call vote: DeRoche – Aye, Mattson – Aye, Frisk – Aye, Hillis – Aye, Motion carried.
- VI. PUBLIC COMMENT – J. Leake, D. Kinnunen responded to J. Leake’s question.
- VII. BOARD COMMENT – Frisk.

VIII. COMMITTEE REPORT:

1. FIRE BOARD – DeRoche spoke about the grant and getting the \$10,000, no runs, Christmas party will be held at the Spurr Firehall at 6 p.m. December 23, 2023.
2. PLANNING COMMISSION – Frisk spoke about Marsha McBride being the PC Chair for now. There are still two positions open. The Ordinance Enforcement Officer attended and said she is currently reviewing the township’s ordinances.
3. DDA – S. Gravedoni spoke about getting Christmas lights for the street light poles, maybe purchasing stars next year to put on top of the poles and hosting a Christmas Party from 2-4 p.m. December 16, 2023, at the Community Building. Mentioned receiving a donation from Menards general manager and stated if anyone wanted to donate, it would be appreciated.

IX. CONTINUING BUSINESS

1. Supervisor appointment – first round of voting:
 - A. Kathi Hanson – motion from Frisk to do a roll call vote on Kathi Hanson, seconded by Hillis. Roll call vote: Mattson – Aye, Frisk – Nay, DeRoche – Aye, Hillis – Nay. No action taken.
 - B. Julia Leake – Motion from Frisk to do a roll call vote, Seconded by Hillis. Roll call vote: Frisk – Nay, Mattson – Nay, DeRoche – Nay, Hillis – Aye. No action taken.
 - C. Lisa Rodgers – Motion from Hillis to do a roll call vote, seconded by DeRoche. Roll call vote: DeRoche – Aye, Frisk – Nay, Mattson – Aye, Hillis – Nay. No action taken.
 - D. Heather Smith – Motion from Frisk to do a roll call vote, Seconded by Mattson. Roll call vote: DeRoche – Nay, Frisk – Aye, Mattson – Nay, Hillis – Aye. No action taken.Supervisor appointment – Second round of voting:

DeRoche made a motion to accept Lisa Rogers, Mattson seconded. Roll call vote: Mattson – Aye, Frisk – Nay, DeRoche – Aye, Hillis – Nay. No action taken.

Frisk made a motion to accept Heather Smith, Hillis seconded. Roll call Vote: Frisk – Aye, DeRoche – Nay, Mattson – Nay, Hillis – Aye. No action taken.
2. PARK GRANT UPDATE – Hillis is now certified in MI-Grants and has the admin rights to ensure the grant keeps moving forward. Now we wait for the state of Michigan to determine what needs to be done next.

TRAINING UPDATE – D. Kinnunen gave updates on her current progress and the completion of the sewer fund. Currently she is working on bank reconciliations and next she will focus on payroll to ensure it is correct before W2s have to go out.
3. CREDIT CARD UPDATE – the new credit cards are here and were distributed. After the first of the year the old credit card accounts will be closed
4. OFFICE REORGANIZATION UPDATE: HILLIS gave updates on the ongoing project. D. Leake also briefed the board on the different areas that need to be fixed or updated.

X. NEW BUSINESS

1. Dylan’s resignation/hiring new assessor – Frisk read Dylan Jurasin’s resignation letter, and his effective date is December 31, 2023. Motion made by Hillis to accept the applicant Justin Murawski as the new township assessor, support by DeRoche. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Hillis – Aye. Motion carries and Hillis will contact Murawski.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

2. Cameras in community building/office/library – Hillis stated the company that was supposed to install cameras in the office, fire hall and the park never actually installed any cameras in the office area. However, the township paid the full amount. The township currently has a quote from a different company to install cameras in the office and throughout the community building and at the library. Options from the original company are: get a refund of \$3,139.00 from the original company, have the original company install the office cameras, or go with a different company. Hillis will gather additional info prior to the next board meeting.
 3. Community building repairs and upgrades – D. Leake referenced an informational packet that was in each board member's board packet. Currently gathering quotes from different entities.
 4. Rescind amendment to township board resolution authorizing administrative powers – motion made by DeRoche to rescind the Amendment for R2021-10-11-#11, seconded by Mattson. 4 Ayes. All in favor. Motion carried. Frisk made a motion to give the clerk the administrative powers, support by DeRoche. Roll call vote: Frisk – Aye, DeRoche – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
 5. Township attorney – DeRoche made motion to make Hillis the legal agent for the township, seconded by Frisk. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Aye, Hillis – Aye. Motion carried. Frisk made a motion that we keep Fahey Schultz Burzych Rhodes PLC as our attorney of record and we give a letter of resignation to Roger Zappa, Hillis seconded. Roll call vote: DeRoche – Nay, Mattson – Nay, Frisk – Aye, Hillis – Aye. No action taken.
 6. Adjusting Jamie's hours/day for cleaning – motion made by Frisk to up Jamie's hours to 12 hours a week, seconded by DeRoche. Voice vote. All Ayes. Motion carried.
 7. Sewer in the future: committee – Mattson tabled it to a later date.
 8. Grant writer – Hillis will research and get additional information prior to the next meeting. DeRoche made the motion to have Hillis go on a fact-finding mission, Frisk seconded. Voice vote. All Ayes. Motion carried.
 9. Frisk made the motion to pay the clerk the administrative assistant pay for the week of 27-30 December. The secretary was out sick that week. Support by DeRoche. Voice vote. All Ayes. Motion carried.
 10. Up Propane – the community building ran out of propane the week of December 3, and the township is on a keep fill. There is a pattern with UP Propane because this happened a couple of times last year. Frisk wanted to ensure everyone on the board and those in attendance were aware of the issue. Recommendation was to put it out for bids next year due to it being too late this year to act.
- XI. PUBLIC COMMENT – D. Kinnunen, P. Olson, J. Leake, R. Gravedoni, G. Koenig, B. Koenig, B. Seppanen, S, Gravedoni, K. Hanson
- XII. BOARD COMMENT – Deroche, Hillis, Frisk
- XIII. ADJOURNMENT – Frisk adjourned the meeting at 7:51 p.m.

Clerk, Tami Hillis
Treasurer, Laura Mattson

Trustee, Donald DeRoche
Trustee, Kathleen Frisk

MICHIGAMME TOWNSHIP
PO BOX 220

Michigamme, MI 49861

Phone: 906-323-6608

Fax: 906-323-6344

admin@michigammetownship.com

Location: Community Building

Date: December 15, 2023

Time: 5:00 P.M.

Michigamme Township Board

Special Meeting Minutes

Attendees: Beth Koenig, Gary Koenig, Bill Seppanen, Carla Skytta, Irene DeRoche, Kathi Hanson, Marsha McBride

- I. CALL TO ORDER – The meeting was called to order by Clerk Hillis at 5:00 p.m.
- II. PLEDGE OF ALLEGIANCE – Recited.
- III. ROLL CALL – MEMBERS PRESENT: Treasurer Mattson, Trustee DeRoche, Trustee Frisk, Clerk Hillis. Quorum present.
- IV. ASSIGN MODERATOR – Motion by Hillis to nominate Frisk to be the moderator of the meeting, DeRoche seconded. Voice vote: DeRoche – Aye, Frisk – Aye, Mattson – Aye, Hillis – Aye. Motion carried.
- V. APPROVAL OF THE AGENDA – Frisk made the motion to approve the agenda, support from DeRoche. 4 Ayes. Motion carried.
- VI. PUBLIC COMMENT – B. Seppanen, G. Koenig
- VII. BOARD COMMENT – DeRoche, Hillis, Frisk
- VIII. CONTINUING BUSINESS
 1. APPOINT TOWNSHIP SUPERVISOR – DeRoche made a recommendation to put all four applicants' names in a hat and draw randomly the order in which to discuss and vote on an applicant.
 - A. Julia Leake: All board members made comments. Hillis made the motion to nominate Julia Leake as supervisor. No second motion. No action taken.
 - B. Kathi Hanson: Frisk, Hillis and DeRoche made comments. DeRoche made the motion to nominate Kathi Hansen as supervisor. Mattson seconded the motion. Roll call vote: Mattson – Aye, DeRoche – Aye, Frisk – Nay, Hillis – Nay. No action taken.

C: Lisa Rogers: All board members made comments. Mattson made the motion to nominate Lisa Rogers as supervisor. DeRoche seconded the motion. Roll call vote: Frisk – Nay, Mattson – Aye, DeRoche – Aye, Hillis – Nay. No action taken.

D: Heather Smith: Frisk, Hillis, DeRoche made comments. Frisk made the motion to nominate Heather Smith as supervisor. Hillis seconded the motion. Roll call vote: DeRoche – Aye, Frisk – Aye, Mattson – Nay, Hillis – Aye. Motion carried.

E: Heather Smith was voted in as the new Township Supervisor.

- IX. PUBLIC COMMENT – B. Seppanen, G. Koenig, I. DeRoche
- X. BOARD COMMENT – Hillis, Deroche, Mattson, Frisk
- XI. ADJOURNMENT – Frisk adjourned the meeting at 5:40 p.m.