

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: January 13, 2024, at 6:00 PM
Minutes

Guests: Laura Mattson, Beth Koenig, Carla Skytta, Debbie Kinnunen, Bill Seppanen, Kathi Hanson, Brad DeLongchamp, Joan Carlisle, Paul Olson, Virginia Olson, Irene DeRoche, Donald DeRoche, Scott Gravedoni.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:03 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Gregg, Treasurer McBride. Supervisor Leake, Trustee Seppanen, Clerk Hillis.
- IV. Approval of Agenda -- Gregg made the motion to approve the agenda, seconded by Seppanen. All in favor, 5 Ayes. Motion carried.
- V. Approval Of Minutes from December 9, 2024 – Motion by McBride to approve the minutes with typo corrections, seconded by Gregg. All in favor, 5 Ayes. Motion carried.
- VI. Treasurer’s Report – McBride said she has been meeting with banks and investment companies to help determine where the best place is for the Township’s money and what accounts can be condensed. Hillis made the motion to approve the Treasurer’s report, seconded by Seppanen. Roll Call Vote – Seppanen – Aye, Gregg – Aye, McBride – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VII. Bills To Be Paid – Hillis asked to add 2 bills – 1 from OPG and 1 for Gregg’s MTA training mileage. Gregg made the motion to approve all the bills, seconded by Leake. Roll Call Vote – Gregg – Aye, McBride – Aye, Leake – Aye, Seppanen – Aye, Hillis – Aye. Motion carried. Motion by Hillis to approve the payroll item detail bills to be paid to the general fund (and DDA wages be covered by the general account), seconded by McBride. Roll Call Vote – Gregg – Aye, McBride – Aye, Leake – Aye, Seppanen – Aye, Hillis – Aye. Motion carried. Motion made by Gregg to amend the budgets of the General Fund, Sewer Fund, and Fire and EMS Fund as presented in Resolution 2025-01-13 #1,

seconded by McBride. Roll Call Vote – Gregg – Aye, McBride – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.

- VIII. Guest Speaker – Accessor Justin Murawski spoke about what he’s currently working on, his completed projects, and training opportunities/requirements for him and Board of Review members. He also answered board and community members’ questions.
- IX. Public Comment – Two community members.
- X. Board Comment – Leake and Gregg
- XI. Correspondence – Three correspondences.
- XII. Committee Reports
1-Fire Board – Seppanen said there were no fire runs in December and the new fire truck should be here in May.
2-Planning Commission – Gregg gave an update on the master plan approval process and what they are working on.
3-DDA – S. Gravedoni said they worked on their budget at the January meeting, the LED sign is working, and the car show and artisan market are set for June 22.
4-DPW – No report.
5-Michigamme Area Seniors – No report.
- XIII. Old Business
1-Business Accounts Security – Motion by Gregg to accept the business account security pay services, seconded by Hillis. Roll Call Vote – Gregg – Aye, McBride – Aye, Leake – Aye, Seppanen – Aye, Hillis – Aye. Motion carried.
2-Auditors Report and Recommendation – Board gave consent to Leake to research and find an accountant.
3- Fourth of July Activities – The fireworks cost will be the same amount (\$12,100) as last year. McBride made the motion for the Township to fund the fireworks, seconded by Hillis. Roll Call Vote – Seppanen – Aye, Gregg – Aye, McBride – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- XIV. New Business
1-Board of Review Appointments – Received 5 applications. 1 applicant is willing to drop out. Remaining applicants are: Irene DeRoche, Alan Dausman, Elizabeth Koenig, and Carol Watts. Leake made the motion for the board to accept the 4 applicants, Hillis seconded. All in favor, 5 Ayes. Motion carried.
2-Planning Commission Appointments – Received 3 applications. Currently, Irene DeRoche and John Gregg are members of the PC. The 3 applicants are: Kay Frisk, Laura Mattson, and William Seppanen. Julia made the motion for the board to accept the 3 applicants, Gregg seconded. All in favor, 5 Ayes. Motion carried.

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3-DDA Appointment – Received 1 applicant. Leake made the motion for the board to accept Laura Mattson to the DDA, Gregg seconded. All in favor, 5 Ayes. Motion carried.

4-Recommendation for Hiring Receptionist with Wages and Hours – Leake made the recommendation to hire Keesha Perry, with a starting wage of \$17 an hour, and work an extra hour—winter hours (16 hours) would be 9:45 to 1:45 and summer hours (24 hours) would be 9:45 to 3:45. Seppanen made the motion to accept Keesha Perry, seconded by Hillis. Roll Call Vote – Seppanen – Aye, McBride – Aye, Gregg – Aye, Leake – Aye, Hillis – Aye. Motion carried.

5-Bensinger, Cotant & Menkes, P.C. Requested Rate Increase – Received a letter requesting a rate change from \$125 to \$135. Gregg made the motion to accept the rate change, seconded by Leake. Roll Call Vote – Gregg – Aye, Leake – Aye, McBride – Aye, Seppanen – Aye, Hillis – Aye. Motion carried.

6-Employment Benefit Language Change – Motion by Hillis to change the PTO language on the employee benefits sheet, seconded by Gregg. All in favor, 5 Ayes. Motion carried.

7-Legal Update decision – Motion by Gregg to use Zoom for the court case, seconded by Seppanen. All in favor, 5 Ayes. Motion carried.

8-CIP Scoring dates for February – February 17 at 9 a.m. is first choice and February 12 at 9 a.m. is second choice.

9-Training – All members of the board and the deputy treasurer all attended MTA training, which was very informative and gave an overview of board members' statutory duties. The main MTA conference is April 1-3 in Grand Rapids.

10-Statutory Duties of Board Members – We need to go back to when the board members were responsible for their own statutory duties. It doesn't mean they can't be delegated down to the administrative assistant and/or receptionist. We are in the process of identifying who is supposed to be doing the different duties/tasks.

11-Employee Office Duties – There was back and forth discussion between board members in which they gave their opinion/view on some of the administrative duties and who should be doing them.

XV. Public Comment – Seven community members.

XVI. Board Comment – Leake, McBride, Gregg, Hillis.

XVII. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 5 Ayes. Motion carried. Meeting adjourned at 8:40 pm.

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



January 15, 2025

- I. CALL TO ORDER- Supervisor Jason Killoran called the meeting to order at 6:00 PM.
- II. PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.
- III. ROLL CALL
Spurr Township Board Members:
 - Jason Killoran, Supervisor
 - Jessica Omernick, Clerk
 - Barb Wilson, Treasurer
 - Dennis Benti, Trustee
 - Joel LePage, Trustee**Michigamme Township Board Members:**
 - Julia Leake, Supervisor
 - Tami Hillis, Clerk
 - Marsha McBride, Treasurer
 - Trudy Seppanen, Trustee
 - John Gregg, Trustee

A quorum was present.
- IV. AGENDA APPROVAL- Motion by Trustee LePage, second by Trustee Gregg, to approve the agenda as presented.
Motion carried unanimously (10 Ayes, 0 Nays).
- V. APPROVAL OF MINUTES- Motion by Trustee LePage, second by Trustee Gregg, to approve the minutes as presented.
Motion carried unanimously (10 Ayes, 0 Nays).
- VI. Public Comment (Three Minutes)- One comment regarding the 4th of July festivities.
- VII. Board Comment- Each board member briefly introduced themselves.
- VIII. New Business
 - a. Fire Board Bylaws- Supervisor Killoran discussed the need to revise the outdated bylaws due to errors and concerns about member attendance. A detailed review will take place at the April joint meeting.

- b. CIP- Spurr budgeted for one fire department radio. Additional radios were purchased through Michigamme's CIP and a CN grant. Spurr will contribute only \$2,500 as originally budgeted.
- c. Fire and EMS 2025 Budget- The fire department submitted its proposed 2025 budget. EMS had not submitted theirs at the time of the meeting.

Roll Call Vote:

- Killoran – Aye
- Omernick – Aye
- Wilson – Aye
- Benti – Aye
- LePage – Aye
- Leake – Aye
- Hillis – Aye
- McBride – Aye
- Gregg – Aye
- Seppanen – Aye

Budget approved unanimously.

- d. Fire and EMS bills approved at monthly fire board meetings- Fire board bills must be approved at fire board meetings before payment, ensuring Michigamme sends accurate billing to Spurr for their 50% cost-sharing.
 - e. Quarterly Meeting Schedule- The 2025 quarterly meeting schedule was decided upon by both townships.
 - **July 16, 2025**, 6:00 PM at Spurr
 - **October 15, 2025**, 6:00 PM at Michigamme
2026 first joint meeting:
 - **January 21, 2026**, 6:00 PM at Spurr
- IX. 4th of July- The volunteer committee has disbanded, freezing its funds. Since the volunteer committee is a 501c there is no access to their funds. Fireworks cost \$12,000; Michigamme has paid the full amount and is requesting Spurr contribute \$6,000. Spurr will vote on the donation at their January 20, 2025, board meeting.
- X. Old Business
- XI. Tri-Media Contract- An outstanding invoice of \$12,805.36 remains. Once paid, the contract will be complete. Clerk Hillis will obtain software pricing from Tri-Media to be discussed at the April meeting.
- XII. Public Comment (Three Minutes)- No additional comments
- XIII. Board Comment- Comments from Supervisor Leake and Trustee Gregg.
- XIV. Adjournment- Supervisor Killoran adjourned the meeting at 7:20 PM.

Respectfully Submitted,
Jessica Omernick, Clerk

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Treasurer, Marsha McBride

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

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Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: January 28, 2025, at 6:00 PM
Minutes

Guests: Carla Skytta, Bill Seppanen, Brad DeLongchamp.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:06 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Members Present: Trustee Gregg, Supervisor Leake, Trustee Seppanen, Clerk Hillis.
Absent: Treasurer McBride.
- IV. Approval of Agenda – Gregg made the motion to approve the agenda, support by Seppanen. All in favor, 4 ayes. Motion carried.
- V. Public Comment – None
- VI. Board Comment – None
- VII. New Business
 1. Board Approval to hire CPA Scott Kenney – Pay rate is \$180/hour. Motion by Gregg to approve hiring Scott Kenney, seconded by Seppanen. Roll call vote: Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VIII. Adjournment – Hillis made the motion to adjourn the meeting, seconded by Leake. Meeting adjourned at 6:11 pm.

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Michigamme Township Board Meeting
Location: Community Building
Date & Time: February 10, 2025, at 6:00 PM
Minutes

Guests: Debbie Kinnunen, Bill Seppanen, Brad DeLongchamp, Kathi Hanson, Laura Mattson, Paul Olson, Carla Skytta.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:00 pm.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Treasurer McBride, Trustee Seppanen, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – McBride asked to add under Old Business – #3 CIP review dates. Gregg made the motion to approve the agenda with the one addition, seconded by Seppanen. All in favor, 5 Ayes. Motion carried.
- V. Approval of Minutes – January 13, 2025 – Motion by Gregg to approve the minutes with typo corrections, seconded by McBride. All in favor, 5 ayes. Motion carried. January 28, 2025 – Motion by Gregg to approve the minutes, seconded by Leake. All in favor, 5 ayes. Motion carried.
- VI. Treasurer’s Report – Hillis made the motion to approve the Treasurer’s report, seconded by Gregg. Roll Call Vote – McBride – Aye, Seppanen – Aye, Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.
- VII. Bills To Be Paid – Hillis asked to add 1 bill from MTA for \$124.10. Gregg made the motion to approve all the bills except for the DNR bill, seconded by McBride. Roll Call Vote – Gregg – Aye, McBride – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VIII. Public Comment – B. Seppanen, D. Kinnunen, K. Hanson.
- IX. Board Comment – McBride, Leake, Hillis, and Gregg

- X. Correspondence – None
- XI. Justin Murawski, Assessor – Poverty Tax Exemption Information – The Resolution 2025-02-10 #2 – Poverty Exemption – is adopted by the Township of Michigamme Board on the 10th day of February 2025. The foregoing resolution was offered by Board Member McBride and supported by Board Member Seppanen. All in favor, 5 ayes. Motion carried.
- XII. Committee Reports
- 1-Fire Board – Seppanen gave report.
 - 2-Planning Commission – Gregg gave report.
 - 3-DDA – Leake gave report.
 - 4-DPW – Leake gave report.
 - 5-Michigamme Area Seniors – Bill Seppanen gave report.
- XIII. Old Business
- 1-Fourth of July activities – Virginia Olson and Jennifer Zwick will hold the carnival, and the Fire Department will line up the parade, pick the parade theme, and run the races in the park. Kathi Hanson volunteered to be the chair the Michigamme Spurr 4th of July Council and Bill Seppanen said he would volunteer to work. Volunteers are still needed to assist with the event.
 - 2-Scott Kenney, accountant update – Board members received a report in their board packet.
 - 3-CIP dates – Reviewed the Capital Improvement Program (CIP) scoring dates and approved February 17 at 9 am to score the CIPs.
- XIV. New Business
- 1-Administrative Assistant, Shari Mahoski, resignation – Seppanen made the motion to accept the resignation of Shari Mahoski, seconded by Hillis. All in favor, 5 ayes. Motion carried.
 - 2-Board approval or denial for remaining PTO for Shari Mahoski – McBride made the motion to approve paying Shari Mahoski her remaining PTO, seconded by Gregg. Roll Call Vote – McBride – Aye, Seppanen – Aye, Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.
 - 3-U.P.S.E.T. Funding request for 2025/2026 budget cycle – Motion by McBride to approve funding of \$1,500 toward U.P.S.E.T. after April 1, seconded by Leake. Roll Call Vote – Gregg – Aye, Leake – Aye, Seppanen – Aye, McBride – Aye, Hillis – Aye. Motion carried.
 - 4-Greater Ishpeming Commission on Aging funding request for 2025/2026 budget cycle – Seppanen made the motion to approve funding of \$2,000 toward the Greater Ishpeming Commission on Aging after April 1, seconded by Hillis. Roll Call Vote – McBride – Aye, Seppanen – Aye, Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.
 - 5-Review Administrative Assistant and Receptionist job descriptions – information only.
 - 6-Receptionist and Administrative Assistant work hours – Gregg made the motion to offer Keesha additional hours as administrative assistant at \$21 for no more than 17 hours per week and evaluate after 90-days, seconded by McBride. Roll Call Vote – McBride – Aye, Seppanen – Aye, Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.

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7-Approval of Poverty Exemption Language for fiscal year 2025/26 – discussed/voted during XI above.

8-Election Administrator – Tabled.

9-BS&A Payment System – Tabled.

10-Board Member Training Reimbursement for Township Board, BOR, PC, BOA and Fire Board – Tabled. Policy needed.

XV. Public Comment – D. Kinnunen, John Kimple, K. Hanson, B. Seppanen.

XVI. Board Comment – Leake and McBride.

XVII. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Leake. All in favor, 5 ayes. Motion carried. Meeting adjourned at 8:22 pm.

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Michigamme Township & Planning Commission Boards CIP Scoring Session
Location: Community Building
Date & Time: February 13, 2025, at 9:00 AM
Minutes

Guests: None

- I. Call To Order – The meeting was called to order by Supervisor Leake at 9:00 am.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: PC Member Bill Seppanen, Supervisor Leake, Trustee Seppanen, Treasurer McBride, PC Secretary Irene DeRoche, PC Chair Kay Frisk, Clerk Hillis. Absent: Trustee Gregg and PC Member Laura Mattson.
- IV. Approval of Agenda – Motion by B. Seppanen to approve the agenda, support from Frisk. All in favor, 7 ayes. Motion carried.
- V. Public Comment – N/A
- VI. Board Comment – None
- VII. New Business: Capital Improvement Plan (CIP) Scoring – CIPs were submitted for the fire department, EMS, DPW, DDA, and Community Building. CIPs were scored by each member in attendance, and then Leake collected all scored CIP sheets.
- VIII. Board Comment – Leake, McBride, Frisk.
- IX. Adjournment – DeRoche made the motion to adjourn the meeting, seconded by Frisk. All in favor, 7 ayes. Motion carried. Meeting adjourned at 10:40 am.

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Michigamme Township Board Budget Meeting
Location: Community Building
Date & Time: February 27, 2025, at 5:00 PM
Minutes

Guests: Bill Seppanen

- I. Call to Order – The meeting was called to order by Supervisor Leake at 5:00 p.m.
- II. Pledge of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Treasurer McBride. Supervisor Leake, Clerk Hillis. Absent: Trustee Gregg.
- IV. Approval of Agenda – Leake made the motion to approve the agenda, seconded by McBride. All in favor, 4 ayes. Motion carried.
- V. Public Comment – Bill Seppanen
- VI. Board Comment – Leake
- VII. New Business – Budget Workshops:
 1. Community Building Budget Work – The members of the board worked on updating the income and expenses for the proposed budget.
 2. DDA Budget Work – The members of the board worked on updating the income and expenses for the proposed budget.
 3. Sewer Budget Work – The members of the board worked on updating the income and expenses for the proposed budget.
 4. Road Budget Work – The members of the board worked on updating the income and expenses for the proposed budget.
 5. Fire/EMS Budget Work – The members of the board worked on updating the income and expenses for the proposed budget. McBride left the meeting during this portion.
- VIII. Adjournment – Hillis made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 3 ayes. Motion carried. Meeting adjourned at 7:53 pm.

Clerk, Tami Hillis
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Supervisor,
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Trustee, Trudy Seppanen
Trustee, John Gregg

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Michigamme Township Board Meeting
Location: Community Building
Date & Time: March 10, 2025, at 6:00 PM
Minutes

Guests: Virginia Olson, Carla Skytta, Debbie Kinnunen, Kathi Hanson, Brad Delongchamp, Joan Carlisle, Paul Olson, Don Leake, Bill Seppanen, Viki DeMars.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:00 pm.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Treasurer Nurkala, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Under New Business, Leake requested to add #7 Marquette County Road Commission Dust Control and Hillis requested to add #8 Resolution to Approve Budget Amendment for FY 2024-2025. Under Old Business, Nurkala requested to add #3 BS&A Payment System. Gregg made the motion to approve the agenda with the three additions, seconded by Seppanen. All in favor, 5 ayes. Motion passed.
- V. Approval of Minutes – February 10, 2025 – Motion by Gregg to approve the minutes, seconded by Hillis. All in favor, 5 ayes. February 13, 2025 – Motion by Leake to approve the minutes, seconded by Seppanen. All in favor, 5 ayes. February 27, 2025 – Motion by Seppanen to approve the minutes, seconded by Nurkala. All in favor, 5 ayes. Motions carried.
- VI. Treasurer’s Report – Gregg made the motion to approve the Treasurer’s report, seconded by Seppanen. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VII. Bills To Be Paid – Hillis requested to add 4 bills: lawyer (Fahey Schultz), PFN, notary bond (Hannula), and cabinets (Home Depot). Nurkala made the motion to approve the bills to be paid and checks issued, seconded by Gregg. Roll Call Vote – Nurkala – Aye, Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.

- VIII. Public Comment – B. Seppanen, D. Kinnunen.
- IX. Board Comment – Leake, Hillis, Nurkala.
- X. Correspondence –
1. Internet at the Museum
- XI. Committee Reports –
1-Fire Board – Seppanen gave report.
2-Planning Commission – Gregg gave report.
3-DDA – Leake gave report.
4-DPW – No report.
5-Michigamme Area Seniors – Virginia gave report.
- XII. Old Business –
1-Fourth of July activities – K. Hanson gave update. Requesting more volunteers.
2-Scott Kenney, accountant update – Board members received a report in their board packet.
3-BS&A Payment System –Nurkala made the motion to add the integrated payment into the BS&A package to replace GOVPRO once BS&A goes active, seconded by Gregg. Roll Call Vote – Nurkala – Aye, Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- XIII. New Business –
1-Final Review and Approval of Receptionist and Administrative Assistant Job Descriptions – Receptionist job description dated March 7, 2025: Nurkala requested adding the ability to take incoming tax payments and print off tax receipts and bills in BS&A. Administrative Assistant job description dated February 7, 2025: Leake requested removal of negotiates utility cost annually. Nurkala made the motion to accept the administrative assistant job description with the removal of #11, seconded by Seppanen. All in favor, 5 ayes. Motion passed. Nurkala made the motion to accept the receptionist job description with the addition of #29, seconded by Hillis. All in favor, 5 ayes. Motion passed.
2-MTA Online Subscription Renewal Choice – Gregg made the motion to approve the Plus Package, seconded by Nurkala. Roll Call Vote – Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
3-Upgrading Phone System Options – Gregg made the motion to accept the proposal prepared by Guide Star, seconded by Seppanen. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.
4-Review and Update of Township Policies – No motion required, information only.
5-Posting For Summer Worker(s) – Gregg made the motion for permission to post for hiring summer workers, seconded by Leake. All in favor, 5 ayes. Motion passed.

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6-Available Township Lots – No motion required, information only.

7-Marquette County Road Commission Dust Control – Motion by Gregg to approve the dust control agreement, seconded by Nurkala. Roll Call Vote – Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.

8-Resolution to Approve Budget Amendment for FY 2025-2025—Motion made by Gregg to amend the FY2024-2025 budget to the amount of legal expenditures and revenues, seconded by Hillis. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Supervisor Leake declared the motion passed on the 10th day of March 2025.

XIV. Public Comment – B. Seppanen, V. DeMars, D. Kinnunen.

XV. Board Comment – Gregg, Hillis, Nurkala, Leake.

XVI. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Nurkala. All in favor, 5 ayes. Motion carried. Meeting adjourned at 7:44 pm.

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Michigamme Township Board Budget Meeting
Location: Community Building
Date & Time: March 12, 2025, at 5:00 PM
Minutes

Guests: Debbie Kinnunen

- I. Call to Order – The meeting was called to order by Supervisor Leake at 5:01 p.m.
- II. Pledge of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Supervisor Leake, Trustee Gregg, Clerk Hillis. Absent: Treasurer Nurkala (arrived at 5:04 p.m. and departed at 6:10 p.m.)
- IV. Public Comment – Debbie Kinnunen
- V. Board Comment – Leake
- VI. New Business – Budget Workshops:
 1. General Fund Budget Work – The members of the board worked on updating the income and expenses for the proposed budget.
- VII. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Hillis. All in favor, 4 ayes. Motion carried. Meeting adjourned at 7:52 pm.

Clerk, Tami Hillis
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Supervisor,
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Trustee, Trudy Seppanen
Trustee, John Gregg

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Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: March 20, 2025, at 6:00 PM
Minutes

Guests: Carla Skytta

- 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 – Present: Trustee Seppanen, Treasurer Nurkala, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Seppanen made the motion to approve the agenda, seconded by Gregg. All in favor, 5 ayes. Motion passed.
- V. Public Comment – None.
- VI. Board Comment – Leake.
- VII. New Business –
 1. Approval of Insurance (Par Plan) Quote of \$31,834, – Gregg made the motion to approve the Par Plan insurance policy, seconded by Nurkala. Roll Call Vote – Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 2. Approval of Accident and Disability Policy Quote of \$23,603 – Gregg made the motion to accept the accident and disability policy, seconded by Seppanen. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 3. Budget Funds Final Review by Board – The members of the board reviewed and updated expenditures and revenues of the six funds for the proposed FY 2025-26 budget in preparation for the budget hearing.
- VIII. Public Comment – None.
- IX. Board Comment – Leake.
- X. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 5 ayes. Motion carried. Meeting adjourned at 7:20 pm.

Clerk, Tami Hillis
Treasurer, Marsha Nurkala

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

**Michigamme Township
202 W Main, PO Box 220
Michigamme, MI 49861**

Phone: 906-323-6608, Fax: 906-323-6344
clerk@michigammetownship.gov

**Michigamme Township Budget Hearing
Location: Community Building
Date & Time: March 24, 2025, at 6:00 PM
Minutes**

Guests: Bill Seppanen, Carla Skytta, Debbie Kinnunen.

- 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 – Present: Trustee Seppanen, Supervisor Leake, Trustee Gregg, Clerk Hillis. Absent: Treasurer Nurkala.
- IV. Approval of Agenda – Gregg made the motion to approve the agenda, seconded by Seppanen. All in favor, 4 ayes. Motion passed.
- V. Public Comment – None.
- VI. Board Comment – Leake.
- VII. New Business – FY 2025/2026 Budget Hearing.
Supervisor Leake gave copies of a rough draft of the proposed budget to board members, and 2 copies were given to the residents attending the hearing. The board went over each fund (DDA, Road, Community Building, Fire & EMS, General). Throughout the hearing, Leake highlighted either the revenues or expenditures and the board discussed what the recommended amount should be. Community members attending the hearing asked questions and/or gave input throughout the budget hearing.
- VIII. Public Comment – None.
- IX. Board Comment – Gregg, Leake.
- X. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 4 ayes. Motion carried. Meeting adjourned at 7:26 pm.

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Trustee, John Gregg

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Michigamme Township Budget Hearing
Location: Community Building
Date & Time: March 27, 2025, at 6:00 PM
Minutes

Guests: Debbie Kinnunen.

- 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 – Present: Trustee Gregg, Trustee Seppanen, Supervisor Leake, Clerk Hillis. Absent: Treasurer Nurkala.
- IV. Approval of Agenda – Gregg made the motion to approve the agenda, seconded by Seppanen. All in favor, 4 ayes. Motion passed.
- V. Public Comment – None.
- VI. Board Comment – Gregg, Leake.
- VII. New Business –
 - 1-Approval of FY 2025-2026 Budget – Motion by Gregg to approve the budget for the 2025-2026 fiscal year, seconded by Seppanen. Roll Call Vote –Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - 2-Section 19 Road Project Proposed Bid Approval – Motion by Leake to accept the Bacco Construction Company bid for the Section 19 road project, seconded by Gregg. Roll Call Vote – Leake – Aye, Gregg – Aye, Seppanen – Aye, Hillis – Aye. Motion carried.
- VIII. Public Comment – D. Kinnunen.
- IX. Board Comment – Hillis, Leake.
- X. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 4 ayes. Motion carried. Meeting adjourned at 6:45 pm.

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Supervisor,
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Trustee, John Gregg

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Michigamme Township Board Meeting
Location: Community Building
Date & Time: April 14, 2025, at 6:00 PM
Minutes

Guests: Peter Starkey, Virginia Olson, Kathi Hanson, Debbie Kinnunen, Joan Carlisle, Paul Olson, Carla Skytta, Brad Delongchamp, Bill Seppanen.

- 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 – Present: Trustee Seppanen, Treasurer Nurkala, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Under New Business, Leake requested to change #5 to Library Stained-Glass Window, add #8 FY 2024-2025 Auditor, and add #9 Ordinance Enforcement Officer. Gregg made the motion to approve the agenda with the 3 additions, seconded by Hillis. All in favor, 5 ayes. Motion carried.
- V. Approval of Minutes – March 10, 2025 – Motion by Gregg to approve the minutes with after changing the month from February to March, seconded by Seppanen. All in favor, 5 ayes. March 12, 2025 – Motion by Gregg to approve the minutes, seconded by Leake. All in favor, 5 ayes. March 20, 2025 – Motion by Gregg to approve the minutes, seconded by Seppanen. All in favor, 5 ayes. March 24, 2025 – Motion by Gregg to approve the minutes, seconded by Nurkala. All in favor, 5 ayes. March 27, 2025 – Motion by Leake to approve the minutes, seconded by Gregg. All in favor, 5 ayes. All motions carried.
- VI. Treasurer’s Report – Gregg made the motion to accept the Treasurer’s report as presented, seconded by Seppanen. Roll Call Vote – Seppanen – Aye, Nurkala – Aye, Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.
- VII. Bills To Be Paid – Hillis requested to add 4 bills: Pomasl, Fish & Hunt Shop, and 2 reimbursements to Jennifer Zwick. Gregg made the motion to approve financials as presented,

seconded by Nurkala. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.

VIII. Public Comment – P. Starkey.

IX. Board Comment – Hillis, Leake.

X. Correspondence –

1. Department of Treasury - audit of assessor roles
2. Update from Scott Kenney- budget audit

XI. Committee Reports –

- 1-Fire Board – Seppanen gave report.
- 2-Planning Commission – Gregg gave report.
- 3-DDA – V. Olson gave report.
- 4-DPW – Leake gave update.
- 5-Michigamme Area Seniors – V. Olson gave report.
- 6-Fourth of July – K. Hanson gave report. Volunteers and donations are greatly appreciated.

XII. New Business –

- 1-Hiring of Summer Workers – Leake made the motion to hire Ernie (Smet) and Martin (Suring) starting mid-May, and Theo Matuszak replacing Martin in mid-August, seconded by Gregg. Roll Call Vote – Gregg – Aye, Leake – Aye, Nurkala – Aye, Seppanen – Aye, Hillis – Aye. Gregg made the motion to pay the summer hires \$16 per hour, seconded by Seppanen. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motions carried.
- 2-Utility Billing Frequency and Formats – Tabled. Need a quote with bar code on sewer coupon.
- 3-Auditor Location Decision – Nurkala made the motion to have the Supervisor contact Clausen and Associates to come local for an audit, seconded by Gregg. All in favor, 5 ayes. Motion carried.
- 4-Fire and EMS Training Pay – Tabled. Need more information.
- 5-Library Stained-Glass Window – Nurkala made the motion to approve the estimate to repair the stained-glass window, seconded by Seppanen. Roll Call Vote – Nurkala – Aye, Seppanen – Aye, Gregg – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- 6-Website Design – tabled. Figure hosting cost.
- 7-Community Building Access – Board discussed putting up proper signage, i.e. office entrance, public entrance. Gregg recommended that we figure out the constraints that we are going to announce in the newsletter and have somebody speak with the people that seem to be requiring the conditions to be made. Recommended verbiage – Showers are available for residents, with pre-approval, for emergency conditions, such as for example – frozen pipes, or medical limitations, will be considered; Gymnasium and exercise rooms are available during

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posted times. For safety, signing in and signing out are required for showers, gymnasium, and exercise room.

8 – FY2024-2025 Auditor – Motion by Nurkala to give Julia permission to search for a local auditor for the 2024-2025 fiscal year, seconded by Gregg. All in favor, 5 ayes. Motion carried.

9 – Ordinance Enforcement Officer – Tabled. Julia will reach out to other Townships on the west end to see if they want to share the position.

XIII. Public Comment – D. Kinnunen, B. Seppanen, P. Olson, K. Hanson.

XIV. Board Comment – Nurkala, Leake, Gregg, Hillis.

XV. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 5 ayes. Motion carried. Meeting adjourned at 8:10 p.m.

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Michigamme Township Board Meeting
Location: Community Building
Date & Time: May 12, 2025, at 6:00 PM
Minutes

Guests: Terry McBride, Rose McBride, Brad Delongchamp, Scott Gravedoni, Bill Seppanen, Rhonda Gravedoni, Viki DeMars, Carla Skytta, Paul Peterson, Debbie Kinnunen.

- I. Call to Order – The meeting was called to order by Supervisor Leake at 6:03 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Treasurer Nurkala, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Under New Business, Gregg requested adding #13 to Planning Commission Compensation. Gregg made the motion to approve the agenda as presented with new item #13 under new business, seconded by Seppanen. All in favor, 5 ayes. Motion carried.
- V. Approval of Minutes for April 14, 2025 – Motion by Gregg to approve the minutes with the typo changes, seconded by Seppanen. All in favor, 5 ayes. Motion carried.
- VI. Treasurer’s Report – Hillis made the motion to approve the Treasurer’s report as presented, seconded by Leake. Roll Call Vote: Seppanen – Aye, Nurkala – Aye, Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.
- VII. Bills To Be Paid – Hillis requested to add 4 bills: OK Rental Sales and Service (2), Menards, and Susan Alexander’s timesheet. Gregg made the motion to approve finances as presented, seconded by Seppanen. Roll Call Vote: Seppanen – Aye, Nurkala – Aye, Gregg – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VIII. Public Comment – B. Seppanen, D. Kinnunen.
- IX. Board Comment – Nurkala, Leake.

- X. Correspondence – None

- XI. Committee Reports –
 - 1-Fire Board – Seppanen gave report.
 - 2-Planning Commission – Gregg gave report.
 - 3-DDA – S. Gravedoni gave report.
 - 4-DPW – Leake gave update.
 - 5-Michigamme Area Seniors – B. Seppanen gave report.

- XII. Old Business –
 - 1-Community Building Access Evening Hours – Tabled, researching keyless entry.

- XIII. New Business –
 - 1-Township Signs Quote – Gregg made the motion to approve ordering up to \$1,000 for Township signs, seconded by Nurkala. Roll Call Vote: Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - 2- Budget Amendment Resolution – Gregg made the motion to approve Resolution 2025-05-12 #4 Michigamme Township Budget Amendment, seconded by Nurkala. Roll Call Vote: Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - ~~3-Adjusted Budget Resolution– Deleted.~~
 - 4-Revised Dust Control Contract (Holli Blue Road) – Nurkala made the motion to approve the revised dust control agreement to include Holli Blue Road, seconded by Gregg. Roll Call Vote: Nurkala – Aye, Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - 5-3% Raise For DPW Employees– Gregg made the motion to provide a 3% cost of living raise for the full-time and part-time DPW employees, not the temporary workers, seconded by Nurkala. Roll Call Vote: Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
 - 6-Receptionist Pay Scale Adjustment – Leake made the motion to place Keesha on a straight pay scale of \$20 an hour starting June 14, seconded by Hillis. Roll Call Vote: Leake – Aye, Nurkala – Aye, Seppanen – Aye, Gregg – Aye, Hillis – Aye. Motion carried.
 - 7-Department and Committee Yearly Reports – Information only.
 - 8-Surveying of Vacant Township Owned Lots – Motion by Gregg to solicit bids for the surveying of Township owned lots, seconded by Nurkala. All in favor, 5 ayes. Motion carried.
 - 9-Crack Seal Decision– Motion by Gregg to get on the bid list, seconded by Seppanen. All in favor, 5 ayes. Motion carried.
 - 10-Michigamme-Spurr Fire Department Request – No motion. Leake will reach out to Fire Chief Perry.
 - 11-Bid Specification for Builders Exchange – Motion by Seppanen to post the Michigamme Township upgrades scope of work for 2025, seconded by Gregg. Mandatory walk-through May

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20, 2025, at 9 a.m. All sealed bids are due by June 2, 2025, and will be opened at the June 9, 2025, meeting. All in favor, 5 ayes. Motion carried.

12-Sewer Pump Rebuild Quote – Motion by Seppanen to approve the quote for the sewer pump rebuild, seconded by Gregg. Roll Call Vote: Seppanen – Aye, Gregg – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.

13-Planning Commission Compensation – Leake made the motion to pay the planning commission secretary a stipend of \$50 per meeting and the chair \$30 per meeting, and per hour rate remains the same, seconded by Nurkala. All in favor, 5 ayes. Motion carried.

XIV. Public Comment – D. Kinnunen, V. DeMars, S. Gravedoni.

XV. Board Comment – Leake, Nurkala, Hillis.

XVI. Adjournment – Seppanen made the motion to adjourn the meeting, seconded by Gregg. All in favor, 5 ayes. Motion carried. Meeting adjourned at 8:22 p.m.

Clerk, Tami Hillis
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Trustee, John Gregg

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Michigamme Township Board Meeting
Location: Community Building
Date & Time: June 9, 2025, at 6:00 PM
Minutes (with corrections)

Guests: Terry McBride, Rose McBride, Paul Olson, Virginia Olson, Jenna Zwick, Kathi Hanson, Justin Murawski, Debbie Kinnunen, Carla Skytta, Nancy Ferro, William Seppanen, Brad Delongchamp, John Mallard.

- I. Call to Order – The meeting was called to order by Supervisor Leake at 6:03 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Gregg, Trustee Seppanen, Supervisor Leake, Treasurer Nurkala.
Absent: Clerk Hillis.
- IV. Approval of Agenda – Remove #9 Under New Business. Gregg made the motion to approve the agenda with the change, seconded by Seppanen. All in favor, 4 ayes. Motion carried.
- V. Approval of Minutes for May 12, 2025 – Motion by Gregg to approve the minutes, seconded by Seppanen. All in favor, 4 ayes. Motion carried.
- VI. Treasurer’s Report – Leake made the motion to approve the Treasurer’s report as presented, seconded by Gregg. All in favor, 4 ayes. Motion carried.
- VII. Bills To Be Paid – Gregg made the motion to approve the finances as presented, seconded by Seppanen. Roll Call Vote: Seppanen – Aye, Nurkala – Aye, Leake – Aye, Gregg – Aye.
Motion carried.
- VIII. Public Comment – D. Kinnunen, W. Seppanen.
- IX. Board Comment – Nurkala, Leake.
- X. Correspondence – One

Clerk, Tami Hillis
Treasurer, Marsha Nurkala

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

- XI. Committee Reports –
- 1-Fire Board – Seppanen gave report.
 - 2-Planning Commission – Gregg gave report.
 - 3-DDA – R. McBride gave report.
 - 4-DPW – Leake gave update.
 - 5-Michigamme Area Seniors – ~~BW~~. Seppanen and V. Olson gave report.
- XII. Old Business –
- 1-Cemetery Green Space – Leake is still researching. She hopes to have everything ready for the next joint meeting with Spurr.
 - 2-Regulations Enforcement Officer – Spurr is interested, Humboldt is not, and the other places never got back to Leake. Will discuss at the next joint meeting.
 - 3-WiFi Door Lock – Research WiFi coverage and door thickness requirements. Motion to move forward with the door lock by Gregg, seconded by Nurkala. All in favor, 4 ayes. Motion carried.
 - 4-Website Update – ~~Information only.~~ Continue to work on website.
- XIII. New Business –
- 1-Sealed Bid Opening – Concrete work and railing at the library. Only one bid-Closner – \$36,400. Motion to accept the construction bid from Closner Construction & Sales, Inc. by Gregg, seconded by Seppanen. Roll Call Vote: Gregg – Aye, Leake – Aye, Nurkala – Aye, Seppanen – Aye. Motion carried.
 - 2-Scott Kenney Report and Transfer Recommendations – Update.
 - 3-Per Diem for Committee & Board Training and Conferences for Meals not Provided – Gregg made the motion to adopt the out of state select cities rate for reimbursement with approved travel and receipts; but excluding adult beverages, seconded by Seppanen. All in favor, 4 ayes. Motion carried.
 - 4-Laptop Purchase for Committee Work – Will research user account vs. purchasing a computer.
 - 5-Resolution for Michigamme Spurr First Responders Team – Leake read an amendment to appoint Paul Peterson as a representative of the Marquette-~~Etger Alger~~ Medical Control authority for the next term; and the alternate to be changed from Charles Gardner to Stan Starr. Roll Call Vote: Gregg – Aye, Seppanen – Aye, Leake – Aye, Nurkala – Aye. Motion carried.
 - 6-Resolution for Poverty Exemption – Justin Murawski, Township assessor, recommended changing the language of the current Poverty Exemption Resolution based on feedback after the state audit happened. Murawski presented the board with the recommended resolution language: The motion to re-adopt the resolution, changing the verbiage to, “Poverty exemption shall apply only to the applicants qualified principal resident. Under no circumstances shall poverty exemption be granted to apply to the property of a corporation.” Nurkala made the motion to ~~re~~-adopt Resolution 2025-06-09-#3 with the

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Trustee, John Gregg

recommended language change, seconded by Seppanen. Roll Call Vote: Leake – Aye, Nurkala – Aye, Seppanen – Aye, Gregg – Aye. Motion carried.

7-Museum AP & Switch Proposal – Nurkala made the motion to approve the one-time charge to add the hardware, seconded by Gregg. Roll Call Vote: Leake – Aye, Gregg – Aye, Seppanen – Aye, Nurkala – Aye. Motion carried.

8-Survey Quotes – Nurkala made the motion to ~~move forward with~~award the bid to 906 Surveying, PLLC for \$2028,000 to survey all the Township owned lots, seconded by Seppanen. Roll Call Vote: Seppanen – Aye, Nurkala – Aye Leake – Aye, Gregg – Aye. Motion carried.

~~9-Solicited bids for sidewalk in front of the building--deleted~~

10-Administrative Assistant Sarah Etelamaki pay raise – Leake made the motion to give Etelamaki a 3% raise, seconded by Nurkala. All in favor, 4 ayes. Motion carried.

11-Planning Commission member recommendation for BOA – Motion by Nurkala to take the planning commission's recommendation to appoint Bill Seppanen to the board of appeals, seconded by Gregg. All in favor, 4 ayes. Motion carried.

12-Planning Commission request for legal review of new and revised zoning ordinances – Leake made the motion to request legal review for new and revised zoning ordinances from the planning commission, seconded by Seppanen. All in favor, 4 ayes. Motion carried.

13-Nancy Ferro request for fundraiser – Tabled.

XIV. Public Comment – P. Olson, J. Mallard, K. Hanson, W. Seppanen.

XV. Board Comment – Leake.

XVI. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 4 ayes. Motion carried. Meeting adjourned at 8:02 p.m.

Clerk, Tami Hillis
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Michigamme Township Board Meeting
Location: Community Building
Date & Time: July 14, 2025, at 6:00 PM
Minutes w/ corrections

Guests: Terry McBride, Rose McBride, Nancy Ferro, Virginia Olson, Kathi Hanson, Debbie Kinnunen, Joan Carlisle, Paul Olson, Brad Delongchamp, Carla Skytta, Joe Perry, Paul Peterson, Sandy Swiedals, Sheila Gorisch, Michael Jakobi, Anne Jakobi, David Niemi, Donald Leake, Bill Seppanen, Donald DeRoche.

- I. Call to Order – The meeting was called to order by Supervisor Leake at 6:01 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Supervisor Leake, Treasurer Nurkala, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Remove #7 under committee reports. Gregg made the motion to approve the agenda as amended, second by Seppanen. All in favor, 5 ayes. Motion carried.
- V. Approval of Minutes for June 9, 2025 – Leake made the motion to table the minutes until they are corrected and more detailed to better serve the public, second by Gregg. All in favor, 5 ayes. Motion carried.
- VI. Treasurer’s Report – Nurkala is reviewing the accounts and working with Scott Kenney to determine what accounts are kept and the ones that can be combined. The process has started to open Nicolet accounts. Money in the tax account will be moved after Kenney completes his review/reconciliation; then, the money will be put in the correct account. The ICSs are currently making a little money. Current CDs were rolled over and kept in Nicolet Bank; also discussed was the reconciliation process. Gregg made the motion to approve the Treasurer’s report as presented, second by Seppanen. Roll Call Vote: Gregg – Aye, Hillis – Aye, Leake – Aye, Nurkala – Aye, Seppanen – Aye. Motion carried. In reference to changing banks from Range Bank to Nicolet Bank, Leake requested to put on the record that, “I think it's a good idea, but I think the timing for lack of a better word sucks.”

Clerk, Tami Hillis
Treasurer, Marsha Nurkala

Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

- VII. Bills To Be Paid – Hillis requested two additional bills be paid, one for Hannula and one for Menards. Gregg made the motion to approve the financial statements as presented, seconded by Nurkala. Roll Call Vote: Gregg – Aye, Hillis – Aye, Leake – Aye, Nurkala – Aye, Seppanen – Aye. Motion carried
- VIII. Public Comment – D. Kinnunen (change minutes to provide more information, Treasure’s report documents, distribution of severance money, reconciliation report , budget report), R. McBride (minutes correction), K. Hanson (communication failure, clerk and treasurer never in the office), B. Seppanen (bank reconciliation process), W. Saunders (board and community tension, both sides of the table, give grace).
- IX. Board Comment – Gregg (4th of July success, greater communication, positive intent), Hillis (new deputy-Whitney Saunders, learning BS&A, board members are doing their job), Nurkala (elected into this position with a full-time job, working after hours, available by email and phone all day), Leake (MCRC update, WiFi bridge to museum completed, laptop available for committee use, met with Land Bank, completed ARPA report and recycling grant report, legal zoning review, Township garbage tickets available, BS&A training report, ORV speed signs, SoS mobile office visit Aug. 11).
- X. Correspondence – One (online draft minutes availability, fireworks).
- XI. Committee Reports –
1-Fire Board – Seppanen report – current and past-due bills, fire calls and training on new portable pump, boat readiness, new FD member, new fire truck update, 4th of July events, new EMS member, purchase/cost of new EMS communication system, National Night Out Aug. 5).
2-Planning Commission – Gregg report – master plan, computer availability, recreation plan.
3-DDA – R. McBride report – successful Artisan Market and Car Show in the park.
4-DPW – Leake report – dock bumpers, Peshekee Grade dumpster cameras, supervisor/DPW list, park updates, water intrusion on building’s west side, library windows.
5-Michigamme Area Seniors – V. Olson report – serving more meals.
6-Fouth of July Committee – K. Hanson – thank all the volunteers, successful/busy concession stand, outstanding bills.
~~7-Museum Committee Report –~~
- XII. Old Business –
1-Cemetery Green Space – information packet provided to board members and will be discussed at joint meeting with Spurr.
2-Regulations Enforcement Officer – will discuss with Spurr at joint meeting, permission to post the position if Spurr decides not to do this, wage and position duties discussions, contract position. Gregg made the motion to post the position within the parameters of the budget, seconded by Hillis. All in favor, 5 ayes. Motion carried

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Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

3-WiFi Door Lock – Lock has been purchased. Policy verbiage being reviewed by legal.

4-Survey of Township Lots Contract/FYI – completed by Nov. 1, Township will provide an email and phone number for the surveyors for interested community members. Recommendation to post the information on the Township’s website.

5-Proposed Language Change for Employee Handbook Travel Policy – board approved verbiage and agreed the next step is to have a legal review. Motion by Gregg to move to the next step, seconded by Nurkala. All in favor, 5 ayes. Motion carried.

6-Fundraiser Second Chance Sale – Ferro requested to use the Engine House for the sale, beginning Aug. 6. She would like to start setting up 2 weeks prior. The sale will end at the beginning of September, and the Engine House will be cleared of all items NLT Sept. 6. The fire department will need to get into the Engine House Aug. 5 to take the antique fire trucks in and out for National Night Out. It was agreed that there would be a clear lane to get the trucks in and out. Proceeds will be used for a sign for the Engine House and cemetery memorial. Gregg made a motion to approve the fundraiser, Second Chance sale, from Aug. 6 to Sep. 6, with a lane open Aug. 5, seconded by Seppanen. All in favor, 5 ayes. Motion carried.

XIII. New Business –

1-EMS Bank Account – Donations and other monies raised through fund-raising activities, such as the bottle caps at the 4th of July games, are considered as public funds under state law and must be receipted in, accounted for, and distributed in the same manner as other Township funds. The organization must be clearly recognized by its name and purpose as a separate entity from the Township. Gregg made the motion that the Township board has no objections to EMS independently controlling funds earned by their own fund-raising efforts, and EMS should incorporate a non-profit association, Nurkala seconded. All in favor, 5 ayes. Motion carried.

2-Scott Kenney Report – Board members were given a written report based on Kenney’s progress. He is currently on FY 2024-2025 financial records.

3-Clerk’s Statutory Duties – MCL 168.31 (1)(I) states: Establish and require attendance by all new appointed or elected election officials at an initial course of instruction within six months before the date of election. Hillis stated the training requirement is within six months of the date of an election, not necessarily six months after being elected. Currently, Michigamme does not have an election in November. Hillis and Saunders will continue election training and, if possible, shadow Champion Township during its August 2025 election.

4.-Overband Crack Fill and Flex Patching Bid – The 2025 overband crack fill and flex patching bid tabulation for Michigamme is \$28,577 plus an 8.5% overhead fee. If the alleys (which need to be repaved) and FD/EMS aprons are removed, the cost would be approximately \$19,613. Nurkala made the motion to approve with the price adjustments of removing the alleys and aprons for a cost of \$19,618, seconded by Gregg. All in favor, 5 ayes. Motion carried.

5-Main Street Sidewalk Along Community Building Solicited Bids – There were three bids, and Closner Construction was the most comprehensive bid. The Closner Construction bid was \$6,798 and the scope of work includes: Prep and infill two areas between the sidewalk and the stair landings. This includes cutting and prepping the existing landing and the sidewalks for new

Clerk, Tami Hillis
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Supervisor,
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Trustee, John Gregg

concrete. Patch sandstone at the base of the stairs. Remove and replace two sections of sidewalk along main street. Nurkala made the motion to award Closner Construction the bid of \$6,798, seconded by Hillis. Roll Call Vote: Seppanen – Aye, Nurkala – Aye Leake – Aye, Gregg – Aye, Hillis – Aye. Motion carried.

6-Michigamme-Spurr FirstNet/ATT Subscription w/Equipment – Michigamme-Spurr First Responders requested to add FirstNet by AT&T to their current communications system. The modem and iPad would enhance communication and data transmission capabilities and give the first responders a reliable priority and preemption communication on a cellular platform. The initial start-up cost for equipment and subscription is \$1,149.98. The modem with unlimited data will cost \$34.99 monthly; and there is an additional monthly fee of \$34.99 for the first two months. Leake made the motion to move forward and split the cost with Spurr, pending their approval, second by Nurkala. All in favor, 5 ayes. Motion carried.

7-Legal Direction on ESTA/Language Change – Currently Michigamme Township exceeds the mandatory allowance of Earned Sick Time Act (ESTA) to its employees. Leake said at next month's board, a resolution will be brought before the board for approval. Leake asked the board to give her permission to move forward with the resolution. Gregg made the motion to allow Leake to proceed to the next step, Seppanen seconded. All in favor, 5 ayes. Motion carried.

8-Gravel Request for Township Owned Pink Road – Residents of Pink Road asked to have the Township pay for gravel for the Township's portion of the road. The previous boards chose not to use Township funds to gravel the portion of the road from the railroad tracks to US Hwy 41. The last time the Township paid for gravel was in 1991. The board was presented multiple documents: 1) Meeting minutes from the previous board that voted on the motion: "the Township will not pay for graveling or road maintenance on private roads or undocumented easements within the Township for any reason. The motion was approved with 5 ayes. However, Leake said the previous board was given incomplete/inaccurate information. 2) The supervisor received a list of roads from the Marquette County Road Commission stating that pink road is a Township road from the railroad tracks (minus the RR easement) to US 41 because the Township owns the land on both sides of the road. 3) A September 9, 2017, document addressed to Leake stating the board recognized that Pink Road was a Township road, but a gate and rocks were placed illegally on Township property, therefore Leake was told they must be removed by October 16, 2017, which was the date of the next board meeting. 4)The last document was from Leake's attorney to the Township attorney on October 12, 2017, stating the gate had been in place for approximately 60 years. He also said Pink Road is not an ORV trail, and that the gate would remain open. Leake also said the private property sign on the Townships property would be removed and stated the gate in question is a Township gate. Leake requested permission to get a bid for gravel. Leake made the motion to get a bid for gravel for the Township portion of Pink Road, with the stipulation that the private road sign comes down, and coordinate with the railroad, seconded by Seppanen. All in favor, 5 ayes. Motion carried.

9-MCRC 2026 Paving Program Guidelines/FYI – Leake explained to the board that there is an option to have lines painted on the roads, which would cost money. Leake recommended board

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members drive or walk down the alleys and roads to get a better understanding of the current roads' condition.

- XIV. Public Comment – P. Peterson (thanks for support), W. Saunders (accident of Mesnard St, GPS wasn't correct for responding resources), B. Seppanen (board members are paid decent salary, especially the clerk, clerk hasn't been in the office much lately, fireworks), D. Kinnunen (fireworks, elections, how will BS&A save money, election), J. Perry (thanks to those who were part of the 4th of July activities, National Night Out, delay of new fire truck), K. Hanson (park-visitors impressed, elections is a lot of work), B. Delongchamp (gravel, advertise bids, miss dig).
- XV. Board Comment – Leake (beach, fireworks, move forward with better communication), Nurkala (great 4th of July events, car show and Artisan Market, park facilities), Hillis (election, ACH/invoices through BS&A will save money), Gregg (appreciate EMS, park usage).
- XVI. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Seppanen. All in favor, 5 ayes. Motion carried. Meeting adjourned at 8:58 p.m.

Clerk, Tami Hillis
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Supervisor,
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Trustee, Trudy Seppanen
Trustee, John Gregg

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

Michigamme Township Special Board Meeting
Location: Community Building
Date & Time: August 6, 2025, at 5:00 PM
Minutes

Guests: Debbie Kinnunen, Carla Skytta, Bill Seppanen, Kay Frisk, James Saunders, Whitney Saunders, Terry McBride, Rose McBride, Sheila Gorisch.

- I. Call to Order – The meeting was called to order by Supervisor Leake at 5:00 p.m.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Treasurer Nurkala, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Gregg made the motion to approve the agenda as written, second by Seppanen. All in favor, 5 ayes. Motion carried.
- V. Public Comment – None.
- VI. Board Comment – None.
- VII. Correspondence – None.
- VIII. New Business –
 - 1-Accept Resignation of Township Clerk, Tami Hillis – Gregg made the motion to accept the resignation of Township Clerk, Tami Hillis, effective August 16, seconded by Seppanen. Roll Call Vote: Gregg – Aye, Seppanen – Aye, Nurkala – Aye Leake – Aye, Hillis – Abstain. Motion carried.
 - 2-Permission to Post for Appointed Township Clerk Vacancy – Motion by Gregg to give permission to post for appointed Township Clerk vacancy, seconded by Seppanen. All in favor, 5 ayes. Motion carried. Leake made the motion to post from August 7-20, and interviews will be on August 27, seconded by Nurkala. All in favor, 5 ayes. Motion carried. Posting will state interviews will be conducted August 27 at a special meeting.

Clerk, Tami Hillis
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Supervisor,
Julia Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

- IX. Public Comment – B Seppanen (posting).

- X. Board Comment – Leake (August 21-Talon Mines will hold public forum, August 20-fundraiser for local family/medical bills, August 12-Secretary of State Mobile Office).

- XI. Adjournment – Seppanen made the motion to adjourn the meeting, seconded by Gregg. All in favor, 5 ayes. Motion carried. Meeting adjourned at 5:14 p.m.

Clerk, Kathi Hanson
Treasurer, Marsha Nurkala

Supervisor
Julia M. A. Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

Michigamme Township
202 West Main – Po Box 220
Michigamme, MI 49861
Phone: 906-323-6608 Fax: 906-323
Michigamme Township Board Meeting
Location: Community Building
September 8, 2025, at 6:00 P.M.

APPROVED MINUTES (with DRAFT MINUTE corrections in Blue)

Guests: Debbie Kinnunen, Carla Skytta, Nancy Ferro, Bill Seppanen, Brad DeLongchamp, Kevin Hamel, John Mallad, Viki DeMars, David Niemi, Sheila Gorisch.

- I. Call to Order : Meeting called to order at 6 :00 p.m. by Supervisor Leake.
- II. Pledge of Allegiance : The Pledge of Allegiance recited by all in attendance.
- III. Roll Call : All board members present. Quorum met.
- IV. Approval of Agenda : Motion by Gregg to approve the agenda with additions. Second by Seppanen. Voice vote. 5 Ayes. 0 Nays. Motion passed. (Additional items in red.)
- V. Approval of Minutes for August 11, 2025, and August 27, 2025 (special meeting):
Motion by Gregg to approve August 11th, 2025, minutes with corrections. Second by Leake.
Voice vote. 5 Ayes. 0 Nays. Motion passed.
Motion by Gregg to approve August 27th, 2025, minutes with corrections. Second by Seppanen.
Voice vote. 5 Ayes. 0 Nays. Motion passed.
- VI. Treasurer's Report: Fireboat Fundraiser account is now closed. Monies now in Fire account. Tax account balance will go down once all checks have been dispersed.
- VII. Invoice Approval / Checks Issued / Balance Sheets / Profit and Loss:
One additional bill was added to be approved (Nicolet credit card). Motion by Nurkala to approve all bills to be paid. Second by Seppanen. Roll call. Seppanen Aye, Gregg Aye, Leake Aye, Nurkala Aye, Hanson Aye. 5 Ayes. 0 Nays. Motion passed.
- VIII. Public Comment / 3 minutes on Agenda Items Only:
Kinnunen (good minutes).
- IX. Board Comment:

Hanson shared the Fire Department received a lovely letter and framed photograph of our new fire truck from the company that built our fire truck. Also thanked Julia, Keesha, & Debbie for all their support and assistance the last few weeks as she transitioned into her role as clerk. Leake reported the library is open again but please stay off the altar/ children's area not open. Road work starts tomorrow, please use the west entrance to town. Railings, concrete, and showers completed (by Closner). We are going back to using giant metal dumpsters; we get the metal price and transportation costs are also lower.

X. Correspondence: None.

XI. Committee Reports:

1. Fire Board: (Report by Seppanen) Fireboard Spurr met September 2nd. Bills were approved for the EMS conference; batteries were purchased for EMS pagers; a parka was purchased for Allie for EMS; and a battery purchased from Range Telecommunications. The Fire Dept had many fire runs for July & August (quite busy on July 4th). The new fire truck arrived July 26th. It has a small leak that someone will be coming up to fix. Family Night Out was a huge success (around 200 people in attendance)
.August 6th they were called out for a car accident where communication lines were down. Our firemen manned the Fire Dept for any emergency related calls all night until lines were fixed.
August 25th EMS met. Six members were present. There are a couple of changes coming up with the State for training; EMS will train, and it will be funded by the State.
August 26th The Fire dept met with 10 firemen present. Training on September 8th & 16th. (will be using tanker to back flush hydrants). September 21st is Clean up the Highway at 10:00 a.m. from Michigamme Market to Pink Road. Next meeting will be Tuesday October 7th at 5:30 (Michigamme Firehall).
2. Planning Commission: Gregg reported all members present at the meeting. They finalized language for Master Plan but still need to switch out some photographs. A public comment led to the addition on our agenda.
3. DDA: No report.
4. DPW: Leake reported DPW preparing for fall.
5. Michigamme Area Seniors: No report.
6. Friends of Michigamme: Sent the board a letter requesting that the board pursue signage bids for a duplicate Engine House original sign as well as refurbishing the current Museum sign. They will provide photographs and sign measurements. Second Chance Sale monies

raised by Nancy Ferro (and her crew of volunteers) are going towards these signs. Nancy reported she raised \$5,544.00 this year.

XII. Old Business

1. Finalized language for Earned Sick Time Act, Personal Handbook: All language edits have been completed by the lawyer. Our temporary and seasonal workers are eligible for PTO, the new handbook language states they are eligible. (Percentages pro-rated per hour worked.) Motion by Seppanen to approve the final language for the earned sick time act in the personal handbook. Second by Hanson. Voice vote. 5 Ayes. 0 Nays. Motion passed.

XIII. New Business:

1. Opening of bids for Wastewater Pumping: We received two bids. Motion by Gregg to accept Hamel bid. Second by Hanson. Roll call. Leake Aye, Seppanen Aye, Nurkala Aye, Gregg Aye, Hanson Aye. 5 Ayes. 0 Nays. Motion passed.
2. Opening of bids for Propane Service: No decision made. Need additional information. Will have a special meeting moving forward and decide then.
3. Opening of bid for Township Road gravel: We received two bids. Motion by Seppanen to accept Laitala bid of \$1,660.00. Second by Gregg. Roll call. Nurkala Aye, Gregg Aye, Hanson Aye, Seppanen Aye, Leake Aye. 5 Ayes. 0 Nays. Motion passed.
4. Scott Kenney Report: Written report listed all areas of our finance records he has been working on.
5. PFN (Peninsula Fiber Network) line changes from AT&T: As of now we only have AT&T lines for our elevator/fax machine, sewer, and wireless in Museum. We cannot change our sewer because it is a robosystem. Motion by Gregg to change our Elevator/fax machine line from AT&T to Peninsula Fiber Network. Second by Leake. Roll call. Gregg Aye, Hanson Aye, Leake Aye, Nurkala Aye, Seppanen Aye. 5 Ayes. 0 Nays. Motion passed.
6. North Country Website Design Proposal: Tabled for now, need more information.
7. Resolution for 2025 Tax Rate Request: We receive this report yearly. It is compiled by our assessor who works with equalization and the county treasurer to arrive at these figures. Supervisor read the resolution out loud, motion by Gregg that we adopt the resolution tax rate for 2025. Second by Seppanen. Roll call: Leake Aye, Hanson Aye, Nurkala Aye, Gregg Aye, Seppanen Aye. 5 Ayes. 0 Nays. Supervisor Leake declared the motion passed.
8. Receptionist Hire: We had 9 applicants, 3 interviewed by Supervisor, Administrative assistant, and Trustee Seppanen. Tonya Owens computer skills were off the map plus she saw herself at the township in five years. Motion by Leake to offer the position of

receptionist to Tonya Owens with a starting salary of \$19.00 per hour. If she receives a positive evaluation at 90 days, the salary will increase to \$20.00 per hour. Start date is September 9th, hours will be seasonal office hours plus 1 additional flex hour per day. Second by Gregg. Roll call. Gregg Aye, Hanson Aye, Leake Aye, Nurkala Aye, Seppanen Aye. 5 Ayes. 0 Nays. Motion passed.

9. Ordinance Enforcement Hire: The interview team consisted of Michigamme's Supervisor, and Spurr's Supervisor and Treasurer. There were 5 applications, 4 were contacted by Leake, only 1 interviewed. The lone applicant's qualifications were superb. Both Spurr and Michigamme are discussing him at their meetings with a joint special meeting to follow if both townships decide to hire him. Motion by Nurkala to approve Anthony Marsh as our choice for Ordinance Enforcement Officer to be determined at the joint meeting. (Wage to be discussed with Spurr). Second by Seppanen. Roll call: Seppanen Aye, Nurkala Aye, Hanson Aye, Leake Aye, Gregg Aye. 5 Ayes. 0 Nays. Motion passed.
10. **Pick Special meeting dates.** Motion by Hanson to have a Michigamme Township Board Special Meeting Wednesday September 10th at 5:30 and a Spurr-Michigamme Special Joint Meeting Wednesday September 10th at 6:00 p.m. at Michigamme Township Hall. Second by Gregg. Voice vote. 5 Ayes. 0 Nays. Motion passed.
11. **Lakeshore-River Zoning:** At the Planning Commission meeting, there was a public comment regarding waterfront development patterns they are seeing. The zoning ordinance is not being followed in some cases by select waterfront residents. After lengthy discussion, it was decided that the Planning Commission would develop an educational cover letter to be distributed to all **Lake Michigamme** property owners regarding the waterfront zoning ordinance and present it to the board for review.

XVI Public Comment: John Mallard (inquired on date for property listings). Debbie Kinnunen (regarding L-4029, the other two operating are for park, garbage, etc. with no millage. Eagle Mine pays us on those millages). Brad Delongchamp (if you smell gas, you should call the fire department to check it out). Sheila **Gorish** (went to the library, it was gorgeous).

XVII. Board comment:

Hanson thanked Nancy for all her hard work on the secondhand sale, and the amazing amount of money she raised.

Nurkala stated we should revisit office duty responsibilities now that we have hired a receptionist and have a full staff again.

Gregg mirrored Hansons's comment about Nancy.

XVIII. Adjournment: Motion by Seppanen to adjourn. Second by Gregg. Voice vote. 5 Ayes. 0 Nays. Meeting adjourned at 8:45 p.m. by Leake.

Clerk- Kathi Hanson
Treasurer- Marsha Nurkala

Supervisor
Julia M.A. Leake

Trustee -Trudy Seppanen
Trustee- John Gregg

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

Michigamme Township Special Board Meeting
Location: Community Building
September 10, 2025, at 5:30 p.m.

Guests: Bill Seppanen

- I. Call to Order by Supervisor Leake at 5:30 p.m.
- II. Pledge of Allegiance recited by all in attendance.
- III. Roll Call by Clerk Hanson. Hanson, Nurkala, Leake, Seppanen, Gregg all present. Quorum met.
- IV. Approval of Agenda: Motion by Gregg to approve the agenda. Second by Seppanen. 5 Ayes, 0 Nays. Motion passed.
- V. Public Comment: Bill Seppanen hopes we take the lowest bid this year for propane.
- VI. Board Comment Hanson reported we received a letter and beautiful photo of our new fire truck from the company that built it. Photo was in the room for viewing then will be housed in the fire station.
- VII. Old Business
 - 1- 2025 Propane Bids: After discussion and comparing all bid prices, motion by Gregg to accept the U.P. Propane bid and monitor the quality of service. Second by Seppanen. Roll call by Hanson. Seppanen Aye, Nurkala Aye, Leake Aye, Gregg Aye, Hanson Aye. 5 Ayes. 0 Nays. Motion passed.
- VIII. Public Comment: Bill Seppanen stated "good job" to the board on their decision.

Clerk- Kathi Hanson
Treasurer- Marsha Nurkala

Supervisor
Julia M.A. Leake

Trustee -Trudy Seppanen
Trustee- John Gregg

- IX. Board Comment: Leake stated she was glad people attended the meeting. Gregg stated vendors need to know how to do a proper bid in the future.
- X. Adjournment: Motion to adjourn by Seppanen. Second by Leake. Meeting adjourned at 5:48 p.m.

Clerk, Kathi Hanson
Treasurer, Marsha Nurkala

Supervisor
Julia M. A. Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

Michigamme Township
202 West Main – Po Box 220
Michigamme, MI 49861
Phone: 906-323-6608 Fax: 906-323
Michigamme Township Board Meeting
Location: Community Building
October 13, 2025, at 6:00 P.M.

CORRECTED MINUTES -CORRECTIONS IN BOLD TYPE.

GUESTS: Debbie Kinnunen, John & Rose McBride, Carla Skytta, Nancy Ferro, William Seppanen, Paul & Virginia Olson, Laura Mattson, Nancy Ferro, Brad DeLongchamp, Viki DeMars, Don Leake, Rhonda Gravedoni, Scott Gravedoni, Antonio Adan.

- I. The meeting was called to order at 6 :00 p.m. by Supervisor Leake.
- II. The Pledge of Allegiance was recited by all in attendance.
- III. Roll Call by Hanson. Supervisor Leake, Clerk Hanson, Trustees Gregg, and Seppanen all present. Treasurer Nurkala absent. Quorum met.
- IV. Approval of Agenda : Request for additions to agenda by Leake (Under New Business #4 add wording **hourly rate** (appoint Sandy Swiedals as temporary Treasury Administrator/**hourly rate**). Under Old Business #2 **change spelling of last name to Adan**. Motion to accept the agenda with additions by Gregg. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
- V. Approval of Minutes for September 8, 2025, and September 10, 2025 (special meeting): Motion to accept the draft minutes for Sept 10th special meeting by Gregg. Second by Leake. Voice vote. 4 Ayes. 0 Nays. Motion passed. Motion to accept the Sept 8th board meeting minutes with the two corrections by Gregg. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
- VI. Treasurer's Report: No report was turned in by the Treasurer.
- VII. Clerks Report / Bills to be paid: All bills to be paid were discussed as well as fines/fees paid out for past missed payment deadlines explained. Some accounts are still being reviewed but clerk is hopeful we are close to having all past accounts corrected going forward. Motion to accept bills

to be paid and reports by Seppanen. Second by Gregg. Roll call by Hanson. Seppanen Aye, Leake Aye, Gregg Aye, Hanson Aye. 4 Ayes. 0 Nays. Motion passed.

- VIII. Public Comment / 3 minutes on Agenda Items Only: Rhonda Gravedoni voiced her concerns regarding board members not doing their duties yet being paid. She also thanked Clerk Hanson for getting bills and accounts corrected. Rose McBride thanked board members for cleaning up accounts and getting audits done.
- IX. Board Comment: Supervisor Leake reported Winter Library Hours T-TH-Sat 10-5; Winter office Hours M-TH 10-1; Public Enforcement officer notices going up soon with inspections to follow. CEM Grant monies starting to come in. Hanson reported draft minutes will be available every month in the office.
- X. Correspondence: Supervisor Leake read a letter from the Bullock Family thanking the township residents for their soup supper fund raiser support to offset medical bills.
- XI. Committee Reports
1. Fire Board: Trudy Seppanen gave a lengthy report (see full report attached.)
 2. Planning Commission: John Gregg reported the board met Oct 1st. They are currently working on the public letter (see item #7 in Old Business). During their meeting there was a question raised in public comment regarding how to address a zoning question properly.
 3. DDA: Scott Gravedoni reported the DDA met on Oct 6th. Christmas Market will be Nov 8th from 10-3. The Christmas Party will be Dec 13th from 2-4 p.m. and donations welcome. Wrapping up photos for the sign shop for the billboard for the stone highway sign (still researching its location/ possible state land option now too).
 4. DPW: Leake reported the DPW is focusing Oct on leaf pickup, pulling pumps, and preparing the cemetery for winter. (If you have flowers on graves please remove by the end of the month). The boat launch will be coming out October 15th this year.
 5. Michigamme Area Seniors: Virginia Olson reported the resignation of Bill Seppanen (due to health issues). As of now there is no replacement. The Seniors also wanted to send their sympathies to the Starkey family.
 6. Friends of Michigamme: Debbie Kinnunen reported they are currently working on the sign design for the front of the engine house. Kinnunen requested the board get bids for it and the Friends of Michigamme will pay for it. They are also researching getting a bench for the area of the cemetery that the grave sites do not have head stones. The bench will say "Gone but not Forgotten".
- XII. Old Business
1. 906 Surveys: Leake reported surveys are completed and submitted to get registered in Marquette County Deeds.
 2. Antonio Adan/ Land Bank Proposal: Antonio Adan from the Land Bank gave a presentation on options for the 13 parcels the township owns. One such option is deeding select parcels to the Land Bank and they would come in and coordinate all work (their

blueprint plans meet all codes/specs) for homes to be built for future residents. The Land Bank is currently interested in 7 lots and would like to submit letters of interest for them to the board next month if the Township is interested in additional information. Motion to move forward and explore additional information by Leake. Second by Seppanen. Roll call by Hanson. Seppanen Aye, Gregg Aye, Hanson Aye, Leake Aye. 4 Ayes. 0 Nays. Motion passed.

3. Accept Pending Resignation of Treasurer now Dated October 13, 2025: Motion to accept the resignation of Treasurer Marsha Nurkala effective immediately at the close of today's October Board Meeting by Gregg. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion Passed.

XIII. New Business

1. Post Treasurer Position: Motion by Leake to post the position of Treasurer immediately for 30 days. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
2. Scott Kenney Report (accountant): Leake read accountant Scott Kenney's report and Mr. Kenney then answered questions the board had as well as residents in attendance.
3. Resolution for new line item to General Fund Budget: Budget to be amended as follows.
1- Create a new line item 101-253-703-100 in the General Fund for the position of Temporary Treasury Administrator until the new Treasurer is installed.
2- Transfer funding from 101-253-702-000 Treasury Salary in the amount of \$5000.00 Supervisor Leake read the resolution out loud. Motion by Hanson to mend the budget as presented, second by Gregg. Roll call by Hanson. Trustee Gregg Aye. Trustee Seppanen Aye. Supervisor Leake Aye. Clerk Hanson Aye. 4 Ayes. 0 Nays. 0 Abstain. 1 Absent. Motion passed.
4. Appoint Sandy Swiedals as temporary Treasury Administrator/ **hourly rate**: Motion by Leake to appoint Sandy Swiedals as temporary Treasury Administrator. Second by Hanson. Roll call by Hanson. Gregg Aye, Seppanen Aye, Hanson Aye, Leake Aye. 4 Ayes. 0 Nays. Motion passed. Motion to set the hourly pay rate for temporary Treasury Administrator at \$22.00 per hour by Leake. Second by Seppanen. Roll call by Hanson. Leake Aye, Gregg Aye, Seppanen Aye, Hanson Aye. 4 Ayes. 0 Nays. Motion passed.
5. Cable across Brush Pile Road: Motion by Gregg to take down current cable going across the brush pile road entrance and replace it with a gate. Second by Hanson. Voice vote. 4 Ayes. 0 Nays. Motion passed.
6. Permission to apply for Spring West End Health Grants: Motion by Gregg to give Leake permission to apply for Spring West End Health Grants. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.

7. Approval of Planning Commission Public Letter: The Planning Commission drafted a letter to be sent to all Lake Michigan Property Owners informing them of the Township Zoning Ordinances regarding preservation of natural shoreline on our lake. The objective is to educate lake property residents of expectations within the zoning guidelines. Motion to approve the letter created by the Planning Commission by Leake. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
8. Temporary employee employment extension: Temporary employment for Ernie Smet runs out Oct 31st, 2025. Last year we paid him \$4,448.00 in unemployment. This year he was given the option to stay on at a pay rate of \$160.00 per week. Note: this amount is less than he would make collecting unemployment, but he would be able to accumulate PTO hours if he continued to work this winter. Ernie accepted the offer to stay on if the board approves it. Motion by Gregg to extend temporary employment of Ernie Smet. Second by Hanson. Roll call by Hanson. Gregg Aye, Seppanen Aye, Hanson Aye, Leake Aye. 4 Ayes. 0 Nays. Motion passed.
9. Permission to sell John Deere Tractor with attachments and old sidewalk brush. Motion by Gregg to sell John Deere Tractor with attachments. Second by Hanson. Voice vote. 4 Ayes. 0 Nays. Motion passed. Note: Leake getting price quotes on value of each item.

- XVI. Public Comment: William Seppanen/ congratulations Sandy Swiedals. Rhonda Gravedoni/ If you run for an office you need to be willing to train for the job and do the job, not have your deputy do it for you. Debbie Kinnunen/ agrees with Rhonda Gravedoni comment, also congratulations to Sandy Swiedals. Vicki Demars/ inquired on building access to exercise plus if Facebook Page created. Scott Gravedoni/ In the past some board positions were filled by people with full time jobs that cannot commit enough time to do the job correctly. We need to find someone who will put the time in here. Also, there is no sign up on Max and US 41.
- XVII. Board comment: Hanson/ addressed WEX CARD and election law questions from earlier and wished Marsha Nurkala good luck in the future. Gregg/ wished Marsha Nurkala good luck, congratulated Sandy Swiedals, and thanked all board members for working so hard to have our board run smoothly. Leake/ wished Marsha Nurkala good luck.
- XVIII. Adjournment: Motion to adjourn by Seppanen. Second by Gregg. Voice vote. 4 Ayes. 0 Nays. Motion passed. Meeting adjourned by Leake at 8:07 p.m.

Clerk, Kathi Hanson
Treasurer, Vacant

Supervisor
Julia M. A. Leake

Trustee, Trudy Seppanen
Trustee, John Gregg

Michigamme Township
202 West Main – Po Box 220
Michigamme, MI 49861
Phone: 906-323-6608 Fax: 906-323-6344
Michigamme Township Board Meeting
Location: Community Building
November 10, 2025, at 6:00 P.M.

Guests: Debbie Kinnunen, Terry & Rose McBride, Carla Skytta, William Seppanen, Viki DeMars.

- I. Call to order at 6 :03 P.M by Supervisor Leake.
- II. Pledge of Allegiance recited by all.
- III. Roll Call by Clerk Hanson. Gregg, Seppanen, Leake, and Hanson present. (Treasurer position vacant at this time). All present. Quorum met.
- IV. Motion to approve the agenda with additions (in blue) by Gregg. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
- V. Motion to approve minutes for October 13, 2025 with corrections (two typos) by Gregg. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
- VI. No Treasurer's Report due to vacancy in this position.
- VII. Clerks Report / Bills to be paid. Motion to approve all Clerk reports and pay bills by Seppanen. Second by Leake. Roll call by Hanson. Gregg Aye, Leake Aye, Hanson Aye, Seppanen Aye. 4 Ayes. 0 Nays. Motion passed.
- VIII. No Public Comment / 3 minutes on Agenda Items Only
- IX. Board Comments: Hanson reported winter parking ban in effect November 1 – April 30th. From 2:00a.m. until streets are plowed that day. Thank you to DDA for hosting a wonderful Christmas Market, and to Nancy Ferro for all her hard work preparing the Thanksgiving feast for the community. Leake reported her monthly "Supervisor Updates". (see attachment).
- X. Supervisor Leake read correspondence from Spurr Township Planning Commission informing Michigamme Township they were updating their Master Plan and will send us a copy of the updated plan once completed.

XI. Committee Reports

1. Fire Board: Trudy Seppanen gave a lengthy, detailed report (see attachment).
2. Planning Commission continues to work on their Master Plan and photographs.
3. DDA went over final prep plans for the Christmas Market.
4. DPW is in final preparation stages for winter; most of the seasonal equipment is shut down and serviced; Ernie's winter work schedule has been changed. He now works two/5 hour shift days per week.
5. No report for the Michigamme Area Seniors.
6. Friends of Michigamme are working on getting their 990's done.

XII. Old Business

1. Antonio Adan, set date and time for next presentation. Date set is Monday November 17th at 6:00 p.m. in the Community Building Card room.
2. Motion to approve the Finalized language for Coded Door Lock Agreement once misspelled words are corrected by Gregg. Second by Seppanen. Roll call by Hanson. Leake Aye, Hanson Aye, Gregg Aye, Seppanen Aye. 4 Ayes. 0 Nays. Motion passed.
3. Deadline for First Responders 501C3 completion was discussed and Leake made the motion to set the date as December 31st 2025. Second by Hanson. Roll call by Hanson. Gregg Aye, Hanson Aye, Leake Aye, Seppanen Aye. 4 Ayes. 0 Nays. Motion passed.

XIII. New Business

1. Scott Kenney Report (accountant) read by Leake (see attachment).
2. Choose and approve employee evaluation form. It was unanimous by all board members to choose the first detailed evaluation form. Motion by Gregg to accept/adopt the blue evaluation form with criteria items 1-23 under general category. Second by Hanson. Voice vote. 4 Ayes. Motion passed.
3. Discussion and decision concerning FMLA. After much discussion it was decided we need to table this for now and revisit once more research has been done and additional data collected.
4. Permission to let bids for the new First Responders Vehicle per design. Motion by Gregg to give permission to let bids for the new First Responders Vehicle per design submitted. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
5. Permission to join MABAS. Motion by Gregg to give permission to join MABAS. Second by Hanson. Voice vote. 4 Ayes. 0 Nays. Motion passed.

6. Air Handlers permission to proceed. Motion by Gregg to allow Supervisor Leake to find someone qualified to repair the air handlers on the stage. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
7. Interview date for Treasurer position. Motion to set interviews starting at 10:00 a.m. the morning of November 18th.
8. Special meeting to appoint/hire Treasurer (if we find one qualified) date. Not needed. If we find a qualified candidate during interview process, we will hire/appoint candidate of choice after all interviews are done.

XVI Public Comment: Terry McBride/ DDA Children's Christmas Party coming up and they need volunteers and gifts.

XVII No Board Comment.

XVIII Motion to adjournment by Seppanen. Second by Gregg. Voice vote. Seppanen Aye, Hanson Aye, Leake Aye, Gregg Aye. 4 Ayes. 0 Nays. Motion passed. Meeting adjourned at 7:34 p.m.

DRAFT

Clerk- Kathi Hanson
Treasurer- Vacant

Supervisor
Julia M.A. Leake

Trustee -Trudy Seppanen
Trustee- John Gregg

Michigamme Township
202 West Main – Po Box 220
Michigamme, MI 49861
Phone: 906-323-6608 Fax: 906-323-6344
Michigamme Township Special Board Meeting
Treasurer Interviews at 10:00 a.m.
Location: Community Building
November 18, 2025

DRAFT MINUTES

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

- I. Meeting called to order by Supervisor Leake at 10:06 a.m.
- II. Roll Call by Clerk Hanson. Seppanen, Gregg, Leake, and Hanson present. Quorum met.
- III. Approval of Agenda by Gregg. Second by Seppanen. Voice Vote. 4 Ayes. 0 Nays. Motion passed.
- IV. No Public Comment.
- V. No Board Comment.
- VI. New Business:
 1. Interviews for Vacant Treasurer Position. All three candidates were asked the same questions by the board members and then had a chance to ask the board questions in return. All three candidates requested the board go into closed session to review and discuss them prior to choosing their candidate of choice for the position. Below are the names/times of the three candidates interviewed.
10:00 a.m. Mattson
10:30 a.m. Eliason
11:00 a.m. McMahon

- VII. Closed Session for Section 7(1) of OMA Permitted under 8(a)
Considering an application(s) for employment or appointment to a public office. Motion by Leake to go into closed session at 11:35 a.m. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
- VIII. Exit Closed Session (time) Move into Open session (time).
Motion by to go out of closed session Section 7(1) of OMA Permitted under 8(a) at 11: 54 a.m. by Hanson. Second by Gregg. Voice vote. 4 Ayes. 0 Nays. Motion passed. Motion to go into open session at 11:57 a.m. by Gregg. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed.
- IX. Board Action on item(s) discussed in closed session. Supervisor Leake informed the public that we were lucky to have three strong candidates apply and she hoped the two remaining applicants would seek out other opportunities to get involved and share their talents with the township. Motion by Leake to act on the items discussed in closed session and offer the Treasurer position to Steve Eliason. Second by Gregg. Roll call by Hanson. Leake Aye, Seppanen Aye, Gregg Aye, Hanson Aye. 4 Ayes. 0 Nays. Motion passed.
- X. Several Public Comments. Bill Seppanen welcomed Jonathan to town and hopes he gets involved. Carla Skytta said she thought the board made a good decision.
- XI. Board Comments were made by Hanson, Gregg, Seppanen, and Leake. All four thanked applicants for applying.
- XII. Motion made by Gregg to adjourn. Second by Seppanen. Voice vote. 4 Ayes. 0 Nays. Motion passed. Leake adjourned the meeting at 12:08 p.m.

MICHIGAMME TOWNSHIP

PO BOX 220

Michigamme, MI 49861

Phone: 906-323-6608

Fax: 906-323-6344

clerk@michigammetownship.gov

**MICHIGAMME TOWNSHIP BOARD MEETING
MICHIGAMME TOWNSHIP HALL BOARD ROOM**

December 8th, 2025, at 6:00 p.m.

Guests: Debbie & Bill Kinnunen, Carla Skytta, Paul Olson, Brad Delongchamp, Viki DeMars, Bill Seppanen.

- I. **CALL TO ORDER -The meeting was called to order by Supervisor Leake at 6:00 p.m.**
- II. **ROLL CALL - MEMBERS PRESENT: Supervisor Leake, Treasurer Eliason, Trustee Seppanen, Trustee Gregg, Clerk Hanson. Quorum met.**
- III. **PLEDGE OF ALLEGIANCE – recited by all present.**
- IV. **Approval of the Agenda- Leake added wording on New Business #2“declare as surplus”. Leake added New Business #4- Declare John Deere tractor and attachments as surplus. Motion by Gregg to approve the agenda with additions. Second by Seppanen. Voice vote. 5 Ayes. 0 Nays. Motion carried.**
- V. **Approval of Minutes for November 10, 2025, November 17, 2025, and November 18, 2025. Motion by Leake to approve November 10, 2025, minutes. Second by Gregg. Voice vote. 5 Ayes. 0 Nays. Motion carried. Motion by Leake to approve November 17, 2025, minutes. Second by Eliason. Voice vote. 5 Ayes. 0 Nays. Motion carried. Motion by Gregg to approve November 18, 2025, special meeting minutes. Second by Seppanen. Voice vote. 5 Ayes. 0 Nays. Motion carried.**
- VI. **Treasurer Report- Eliason reported he is gaining familiarity with BS&A; in the process of obtaining signature authorizations and access with banks; implemented Positive Pay system, received winter tax rolls and had it remotely installed by Cameron Fuess; reviewing internal control procedures for cash management within the office including deposit documentation; Form F65 for the year ending 3/31/2024 was filed with the Michigan Department of Treasury on 11/19/2025; and a conference was held with a prospective audit firm (Andres, Hooper and Pavlik PLC-Midland Mi) to provide the Township with an audit proposal for the fiscal years ending 3/31/2025 and 3/31/2026. Being there are a limited number of firms available locally, he is not sure a bid process would be required.**
- VII. **Clerks Report- Bills to be paid- No unexpected bills received this month except for several medical supplies and equipment ordered (and needed) by Fire /EMS. We are caught up on all past reporting to governmental agencies and current deadlines are being met in a timely manner. Leake added that the USDA has forgiven our 2023-2024 audit and we are going forward with our 2024-2025 audit now. Leake also stated that since we had the power outage and opened the building to the public, we need to address an emergency pay policy. What is pay? What is volunteering? And if we pay, what amount**

per hour? Motion by Gregg to approve the bills to be paid. Second by Second by Seppanen. Roll call by Hanson. Gregg Aye. Eliason Aye. Seppanen Aye. Leake Aye. Hanson Aye. 5 Ayes. 0 Nays. Motion carried.

VIII. Public Comment- No comments.

IX. Board Comment- Hanson reported our new Treasurer is putting in a lot of time and doing an excellent job. Reminded people to turn in their expense reports (and receipts) the month the charges occurred to help with accurate bookkeeping, Thanked the people who stepped up and helped during the power outage. Seppanen thanked Julia for doing an excellent job. Eliason stated he is plugging along, and has lots to learn still, so be patient with him. Gregg stated it is good to finally have a full board.

Leake gave her monthly update report. (see below) [Supervisor Updates](#)

December 8, 2025

- 1- Door lock for exercise entry is installed but still must be programmed.
- 2- Chosen employee evaluation forms were created and are in place.
- 3- Committees and Departments will be getting notice for the 2026-2027 meeting schedules. CIP guidelines for proposals and requests for budgets.
- 4- New garbage schedules are complete and available online or at the table.
- 5- Application for the cost of a light pole on the intersection of CR607 and US41
- 6- Public concern over glare of the ice rink light so WE tipped it down more. We will see how it looks he can adjust it again.
- 7- Joe Perry has the NERIS system done and in use.
- 8- Air Handlers and balancing the entire heating system was discussed with Prime Mechanical. First, we must locate the blueprints for the project from back in 2009??
- 9- Upgrades are happening for two streetlights on Mesnard Street. Part of the pole project, no cost to the township except the cost for the lights will increase by \$3.18.
- 10- MCRC reports that Marquette County will receive 15.9 million of new money for the FY 2026. This is a projected number, there of lots of unknowns.
- 11- Share photo of the new bench installed at the cemetery.
- 12- CEM grant numbers are final at \$81,035.86 / budget was \$88745.00 (under by \$7709.14)
- 13- Energy incentives through Upper Michigan Energy Resources Efficiency United. Our bonus was originally going to be \$1873.63. It was then increased to \$2357.60. On November 25th I was informed that due to new legislation going into effect next year and because we met our deadlines our bonus will now be \$22,659.00.
- 14- U.P. Michigamme Highlands DNR and Lyme Great lakes Timberlands are moving forward with the 73,000 acres of conservation easement.

X. Correspondence- Leake received two letters. A Christmas card from the "Michigummies" Company, and Marquette County informed the Township they are revisiting their Master Plan.

XI. Committee Reports-

1. FIRE BOARD – Trudy reported (see attachment).
2. PLANNING COMMISSION – Gregg reported their meeting was rescheduled for Wednesday December 10, 2025, from 12:00 – 2:00 p.m. Leake reminded him the Rec Plan is due February 1, 2026.

3. DDA – Leake reported the Children’s Christmas Party is Saturday December 13, 2025, and the firetruck will be driving Santa to the event. Presents are still needed and donations are greatly appreciated (infants and 5–8-year-old boys and girls).
4. DPW- Leake reported the DPW did their first snow removal, and during the power outage manned the pumping stations that are on generators. There was a delay in our generator start up during the power outage due to no anti-freeze in the unit. Leake is in the process of getting the Township an annual maintenance contract so this never happens again. (The previous board approved such contract but never moved forward on it.)
5. Michigamme Area Seniors- No report.
6. Friends of Michigamme – Kinnunen reported the new bench for the cemetery has arrived and they are presently working on bids for the engine house sign.

XII. Old Business-

1. Discussion and decision for FMLA- After discussion, more information is needed before a decision can be made. Will be continuing business next board meeting.
2. Land Bank Update- Leake and Hanson met with Antonio regarding possible parcel/lots of interest to be developed by the Land Bank. The two parcels near the cemetery are not ones they plan to focus on now, they are undevelopable to them since we found out they are wetlands. Parcels they are interested in are the two on Main Street, the AT&T lot, and the one on Barnum Street. Motion made by Leake to approve the Land Bank can move forward and give us a written proposal. Second by Eliason. Voice vote 5 Ayes. 0 Nays. Motin carried.

XIII. New Business-

1. Scott Kenney Report (accountant)- see attached report.
2. Permission to sell the Fire Truck and declare as surplus- Motion by Hanson to declare the Fire Truck as surplus. Second by Leake. Voice vote. 5 Ayes. 0 Nays. Motion carried. Motion by Gregg for permission to sell the Fire Truck. Second by Eliason. Voice vote. 5 Ayes. 0 Nays. Motion carried.
3. (Addressed #4 first since Health Insurance Policy Choices will be time consuming). Motion by Gregg to declare the John Deere tractor and attachments as surplus. Second by Seppanen. Voice vote. 5 Ayes. 0 Nays. Motion carried.
4. (addressed #3) After much discussion and policy options comparisons, motion made by Gregg to offer BCBC Health Insurance Option One to the employees and keep the Township HSA and deductible contribution portions (80/20) at the current 2025 amounts \$5,000.00 and \$2,500.00. (Employees to pay the deductible increase difference. Township pays the policy increase difference). Second by Hanson. Roll call by Hanson. Eliason Aye. Seppanen Aye. Gregg Aye. Leake Aye. Hanson Aye. 5 Ayes. 0 Nays. Motion carried.

X1V. Public Comment- None.

XV. Board Comment- Eliason asked the public to “bear with him” as he continues to learn the robes. Leake stated the time of the Children’s Christmas party was from 2-4 p.m. (not previously stated), and the Republic Michigamme School band / choir concert would be held at the Township at 11:30 on December 17th. She hoped everyone would come out and support them. Hanson stated she was glad the DDA offers the children a Christmas Party each year.

XV1. Adjournment- Motion by Gregg to adjourn the meeting. Second by Seppanen. Voice vote. 5 Ayes. 0 Nays. Motion carried. Meeting adjourned at 7:47 p.m.

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Village of
Michiganville

MEMBERS PRESENT JAY HILLORAN, Chief
JOE PERRY, JOE SWIEDALS, BETH KOENIG,
TAMMY SCHULTZ, TRUDY JEPPIEN and First
RESPONDER PAUL PETERSON.

XI
1

Bill for EMS was paid for 76.46 for
FIRST NET for 1st. RESPONDERS MOBILE IPAD.
PAUL & JAY made COPIES. NO OTHER BILLS.

FIRE CHIEF JOE PERRY updated that THE FIRE
DEPT, had a MEETING ON 11-25, WITH 6 PRESENT.
THE FIRE DEPT. APPROVED THE OPERATIONAL TRAINING
FOR ICE RESCUE & STRUCTURE FIRES. TRAINING FOR
ALEX TROXCLAIR STARTS DEC. 4 IN L'ANSE WITH
BOOKS COSTING \$100.00. ALSO FIREFIGHTER CLASS
NFPA COURSE they will SEND 3 PEOPLE FOR THESE
CLASSES FOR 3 WEEKENDS AT A COST OF \$150. EACH.
AN ICE RESCUE TRAINING FIRST PART OF JAN.
ON THE LAKE WITH BARAGA & MARQUETTE COUNTY
RESCUE WILL BE HERE.

ON DEC 14th. THEIR ANNUAL DINNER WILL BE HELD
AT SPURR FIREHALL, SOCIAL HOUR AT 5:00 & DINNER
AT 6:00.

ALSO THEY HAVE STARTED A CIP FOR A 6x6 PUMP
HOUSE AT MICHIGANVILLE ICE RINK WHICH WOULD BE
PUT OVER THE DRY HYDRANT & AN ELECTRICAL
SUBMERISABLE PUMP DOWN IN THE WELL. THIS
WOULD BE FASTER TO FILL THE TRUCKS & ALSO
WATER THE RINK.

ONE FIRE CALL ON TAN RD. TREE WENT DOWN ON
SERVICE LINE.

OUR POWER OUTAGE STAN STARR & ANNA LOUP MANNED
THE COM. BLDG. OVERNIGHT FOR ANYONE NEEDING HELP.
CHIEF JOE CALLED MGT EMERGENCY & HAD ALL NEWS
MEDIA TO LET THEM KNOW THE BUILDING WAS OPEN.

THE 1979 FIRE TRUCK WILL BE PUT UP ON BIDS
THE MIDDLE OF THE MONTH.

ALSO JOE WILL BE ATTENDING A MEETING IN
PALMER FOR BOX ALARMS (MAVIS) NEXT TUES.

EMS RULHS BEEN LOW THIS MONTH PAUL
PETERSON SAID.

EMS WILL KNOW MORE FROM CSI FOR BIDS
ON THE NEW EMS VEHICLE.

MEETING ADJOURNED.

NEXT MEETING TUES. JAN. 5TH 2026
5:30 AT SPURR TOWNSHIP HALL.

DEC 03 2025

SCOTT R. KENNEY
1540 STATE HIGHWAY M69
CRYSTAL FALLS, MI 49920
(906) 367-4393

Report to the Board and Supervisor:

This report is intended to provide an update of the work that I have undertaken since my last report to the Board.

1. I, again, assisted the staff with some of the bank/investment account reconciliations.

The Sewer Fund Checking Account has finally been entirely reconciled for September. October needs to be completed.

The Tax Fund Checking Account needs to be reconciled for September and October.

The Fire Fund needs to be reconciled for October.

The bond interest and redemption account needs to be reconciled for October.

The General Checking Account has not been completely reconciled for August. In addition, the months of September and October also need to be reconciled.

All of the accounts for which bank statements are received need to be reconciled for November.

The reconciliations continue to be a key internal control item and remains a high priority for the staff.

2. With the Township now having appointed a new Treasurer, I am recommending that the various checking accounts that record ordinary operations be combined into a single account effective January 1, 2026. This will necessitate some changes within the financial system that will be addressed during December.
3. As you know, the various government agencies (including USDA and the State of Michigan) have waived the requirement to have the Township records audited for the 2023-24 fiscal year. The F-65 report (annual fiscal activity) has been filed with the State for the 2023-24 year.

I agree with this decision since we are on the cusp of having the records audited for the 2024-25 fiscal year.

4. I continued working on adjusting the various funds for the 2024-25 fiscal year. During November, I completed the adjustments in the Sewer Fund and I began work on the General Fund. Financial schedules and account adjustments need to be made in the General Fund. I expect this work will be complete prior to the end of December.

As I complete various portions of my engagement, I have been and will continue making recommendations to the staff members for procedural changes that will be necessary to remedy the situation that is requiring my engagement. I will also summarize these recommendations in a report to the Supervisor which can be shared with the Board, if the Board members so desire.