

ADAMS TOWNSHIP
MONTHLY MEETING
March 7, 2022

The regular monthly meeting of the Adams Township Board was held on Monday, March 7, 2022 at the Township Hall, 17118 First Street, Baltic, Michigan.

The meeting was called to order at 6:05PM. Meeting started with reciting the Pledge of Allegiance. The following board members responded to roll call: Supervisor Heikkinen, Trustee Eister, Treasurer Immonen, Trustee Keranen, and Clerk Pindral. There were 12 guests participating via in-person/zoom.

MOTION made by Trustee Keranen with support from Trustee Eister to accept the minutes of the February 7, 2022 Monthly Meeting, and February 7, 2022 Wholesale Water meeting. Roll call, all ayes. Motion carried.

PUBLIC COMMENT:

- Supervisor Heikkinen expressed condolences to the Michael Immonen family on Mike's sudden death. Mike performed sexton duties for both Township cemeteries.
 - T. Parolini told the Board to check with Michigan Works for summer employees.
 - J. Sleeman asked if no permits have been applied for, can Circle Power take down the testing equipment? Discussion on ownership of equipment, with no defined resolution achieved.
 - C. DeForge inquired if the Township could apply for a grant to pave the outside recreational court? Developing a five-year plan is tasked to planning committee which would then allow the Township to apply for DNR grants and such.
1. Planning Commission update: Minutes are posted on Township website (UPadamstownship.com) under Planning and Zoning tab. Committee is working on updating the current land use map. Application for Zoning Permit Land Use was shared with and approved by Board. When the Zoning Administrator receives the application, there is 10-day timeframe to approve or deny. If Zoning Administrator approves what is intended to be in the land use permit, it gets approved and the applicant can then apply for County Building Permit. If denied, the Zoning Board of Appeals will then hold a hearing. After considerable discussion, a MOTION was made by Trustee Keranen with support from Treasurer Immonen to adopt Resolution 2022-03-01 approving a \$25.00 application permit fee for Zoning Permits effective immediately, with stipulation that fee may be waived with proof of extenuating circumstance/hardship. Roll call, all Ayes. Motion carried. Zoning Administrator shall be compensated \$25 per permit application completed. Supervisor Heikkinen stated the Zoning Board of Appeals is required to be made of one Township Board member, one Planning Commission member, the Zoning Administrator, plus one member at large from township residents and one alternate. MOTION made by Trustee Eister with support from Treasurer Immonen to appoint Diane Keranen from Board, Martha Dugdale from Planning Commission, Patrick Nettell as Zoning Administrator, and Bill Manderfield (Alternate to be named at later date) to the Adams Township Zoning Board of Appeals. Roll call, all ayes. Motion carried.
 2. H. Platzke stated REMC expressed concerns regarding getting the secondary Township Office onboard the computer firewall system. MOTION by Trustee Keranen with support from Clerk Pindral to authorize the purchase of necessary equipment. Roll call, all ayes. Motion carried.
 3. FINANCIAL REPORT: Supervisor Heikkinen inquired if there were any questions regarding the General Fund. Stated he was in the process of finalizing the current and next FY budgets. MOTION by Trustee Eister with support from Treasurer Immonen to accept the February 2022 financial reports. Roll call, all ayes. Motion carried.
 4. DEPARTMENT: There were 16 medical calls and 2 fire calls since last report. Fire Chief Coponen informed of the Annual Pancake Breakfast Fundraiser on March 13 at the South Range Elementary School. Supervisor Heikkinen stated bonus pay was given to 31 volunteer Firefighters and EMT for volunteering their services day or night, and especially during the COVID pandemic. A grant application and engineering plan for a new fire hall is being researched. In response to public comment, D. Coponen stated EMT training classes are planned in May through Stanton Township Fire Dept., and volunteers are needed in all areas.
 5. ASSESSOR REPORT: Assessor report for February reviewed. March 8 will be BOR organizational meeting. Residents to present corrections to BOR on March 14th from 3-9PM and March 15 from 9AM-3PM.

6. CEMETERY: Will be looking for a sexton for both cemeteries.

BUSINESS – UNFINISHED/NEW:

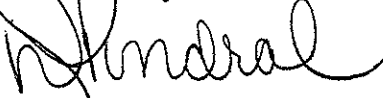
- Chris Holmes stated he has heard no update from Rural Development on the 3.7 million water main project application. Has spoken with contractors regarding obtaining the pipe. Will need to BID in the fall and then procure materials over the winter. If costs are prohibitive, part of the replacement project will need to be revamped.
- Supervisor Heikkinen praised the water dept. employees for their dedication and hard work during the recent water main break. Employees spent from 5:30PM to 3:00AM locating and repairing the main, and then returned for clean-up. Heather spent the weekend dealing with phone calls and media. The Board expressed deep appreciation for all their hard work! Supervisor Heikkinen also expressed appreciation for the Village of South Range employees that offered their assistance, and the trail crew for rerouting the snowmobile trail for safety. He stated it became apparent the Township needs to invest in lighting as well as warmer, reflective clothing to enable employees to work safe.
- Don C. recommended the Township invest in a Cat Trakloader which would give them the ability to perform more leveling and landscaping abilities after repairs are completed. He has spoken with representative from Fabick Equipment who is willing to take the old backhoe in on trade on brand new Trakloader delivered. Negotiated price is under \$80,000 from \$120,000. Supervisor Heikkinen stated given the track record by employees in proving they can DO the work instead of calling on contract labor, he recommends the purchase be made primarily out of general fund. MOTION by Trustee Keranen with support from Trustee Eister to purchase the Cat Trakloader at the price of \$80,000. Roll call, all ayes. Motion carried.
- Reminder the ARPA (Covid Relief) expenditure report is due April 2022.
- DEQ strongly suggests a water rate increase. The last increase was in 2019. Chemical and operating costs have increased. Adams Township Resolution 2022-03-02 regarding water rate increase effective April 1, 2022 of \$1.00 for first 2000 gallons for retail water customers and .10cents per thousand gallons for a rate of \$1.80 per thousand gallons for wholesale water customers. MOTION by Trustee Eister with support from Trustee Keranen to approve Adams Township Resolution 2022-03-02 raising water rates. Roll call, all ayes. Motion carried. All other charges/rates will stay in effect. Letter will be sent to the wholesale water customers notifying of increase.
- Supervisor Heikkinen presented Resolution 2022-03-03 to the Board with the following board salary increases:

Supervisor	\$12,000 annually from \$10,500 annually
Clerk	\$12,000 annually from \$9,000 annually
Treasurer	\$12,000 annually from \$11,256 annually
Trustee	\$2,400 annually from \$1,800 annually

 MOTION by Trustee Eister with support from Trustee Keranen to approve Resolution 2022-03-02 Board Salary Increase. Roll call, all ayes. Supervisor Heikkinen stated due to the ever-increasing job responsibilities in the positions, this will help attract people to fill positions when needed.

With no other business brought before the Board, a MOTION at 7:55PM by Trustee Eister with support from Trustee Keranen. Roll call, all ayes. Meeting adjourned.

Submitted by:



Debbie Pindral
Township Clerk -

ADAMS TOWNSHIP
Wholesale Water Board
March 7, 2022

The regular monthly meeting of the Adams Township Wholesale Water Board was held on Monday, March 7, 2022 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order at 8:00PM. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Eister, Trustee Keranen, and Clerk Pindral, Chris Holmes, UPEA. Water Dept Supervisor Don Cline was absent with excuse.

- Supervisor Heikkinen stated the recent water main break at night emphasized the need for emergency equipment. The water rate increases effective April 1, 2022 of \$1.00 for first 2000 gallons for retail water customers and .10cents per thousand gallons for a rate of \$1.80 per thousand gallons for wholesale water customers will assist in equipment purchase, upkeep, and line repair. When the GIS system is 100% operational, virtual water meeting reading with save in manpower expense. Currently waiting on REMC, and virtual servers, then staff training.
- With the progression of the RD Water Main project, wholesale water loan will get paid off and save monies. When the RD loan is obligated, funds can be adjusted as necessary.
- The air driven jackhammer has been purchased and has been utilized already.

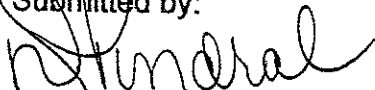
MOTION by Supervisor Heikkinen with support from Trustee Eister to leave wholesale water meeting and enter into executive session at 8:10PM to discuss personnel issues. Roll call, all ayes. Motion carried.

MOTION by Trustee Keranen with support from Trustee Eister to leave executive session at 8:37PM and return to wholesale water meeting. Roll call, all ayes. Motion carried.

Wholesale water meeting readjourned at 8:37PM. Supervisor Heikkinen stated the Board discussed employee issues.

With no other business or comments before the board, a MOTION by Trustee Keranen with support from Trustee Eister to adjourn the Wholesale Water meeting at 8:37P.M. Roll call, all ayes. Meeting adjourned.

Submitted by:



Debbie Pindral,
Township Clerk

**ADAMS TOWNSHIP BOARD
2022/2023
MONTHLY MEETING DATES**

(1ST MONDAY UNLESS OTHERWISE NOTED)

TIME: 6:00PM

APRIL 4, 2022

MAY 2, 2022

JUNE 6, 2022

JULY 11, 2022 (2nd Monday)

AUGUST 1, 2022

SEPTEMBER 12, 2022 (2nd Monday)

OCTOBER 3, 2022

NOVEMBER 14, 2022 (Second Monday)

DECEMBER 5, 2022

JANUARY 9, 2023 (2nd Monday)

FEBRUARY 6, 2023

MARCH 6, 2023

Budget Meetings set at monthly meeting as needed

Annual meeting: Wednesday, March 29, 2023 at 5:30PM

Debbie Pindral
Adams Township Clerk

Annual Meeting of the
Electors of Adams Township

Due to hazardous weather conditions, the annual meeting of the electors of Adams Township scheduled for Wednesday, March 23, 2022 was held on Thursday, March 24, 2022 at 5:30PM at the Township Hall in Baltic, Michigan.

Electors present were: Tracy Immonen, Paul Eister, and Diane Keranen

Board members present were Gerald Heikkinen and Debbie Pindral.

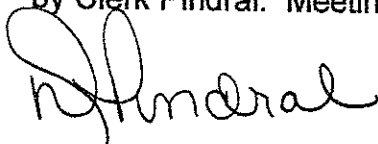
Supervisor Heikkinen motioned to accept the minutes of the March 24, 2021 Elector Annual Meeting; Clerk Pindral seconded the motion. Motion carried

Supervisor Heikkinen reported the state of the Township is in good financial condition. State Revenue Sharing funds are still being received. Wholesale Water Project to upgrade main water-line was delayed by covid pandemic, but hopefully will begin actual construction in 2023.

Supervisor Heikkinen stated board salaries will increase in new fiscal year:

- Salary of supervisor will be \$12,000 annually, up from \$10,500 annually
- Salary of clerk will be \$12,000 annually, up from \$9,480 annually
- Salary of treasurer will be \$12,000 annually, up from \$11,256 annually
- Salary of trustees will be \$2,400 annually, up from \$1,800 annually

Supervisor Heikkinen motioned to adjourn the annual electors meeting; Seconded by Clerk Pindral. Meeting adjourned at 5:35PM.



Debbie Pindral
Adams Township Clerk

Adams Township
Budget Hearing

Due to hazardous weather conditions, the annual budget hearing of Adams Township scheduled for Wednesday, March 23, 2022 was held on Thursday, March 24, 2022, at 5:35PM at the Township Hall in Baltic, Michigan.

The following Board members responded to roll call: Supervisor Gerald Heikkinen, Clerk Debra Pindral, Treasurer Tracy Immonen, Trustee Diane Keranen and Trustee Paul Eister.

On a MOTION from Trustee Keranen with support from Trustee Eister the minutes of the March 24, 2021 budget meeting were reviewed and approved, all ayes, and motion carried.

On a MOTION from Treasurer Immonen with support from Trustee Eister, the board accepted the 1.033% tax for FY 2022/23 as set by the State of Michigan; all ayes, and motion carried.

Baltic Fund:

Supervisor Heikkinen presented 2021/22 final budget for approval. He reported anticipated major expenses to be: Cleaning the sewers with the VacTruck; Multiple manhole covers will need to be lowered to prevent further damage by snow plows; Generators continue to be priority expenditures. On a MOTION from Trustee Eister with support from Clerk Pindral the board accepted the amended 2021/22 budget activity level with total income of \$57,950 and expenses of \$38,950.00. Roll call vote, all ayes, motion carried. On a MOTION from Trustee Eister with support from Clerk Pindral the board accepted the proposed 2022/23 budget activity level with total income of \$57,950 and expenses of \$45,100. Roll call vote, all ayes motion carried.

Trimountain Sewer:

Supervisor Heikkinen reported the budget was stable for 2021/22. He anticipates similar expenses in Trimountain as in Baltic with sewer cleaning, manhole covers lowered, and major expense of generator repair/replacement. MOTION by Trustee Keranen and seconded by Treasurer Immonen to approve the 2021/22 budget at the following activity level: Income \$60,050.00 and Expenses at \$43,050.00. Roll call vote; all ayes. Motion carried. MOTION by Trustee Keranen and seconded by Treasurer Immonen to approve the 2022/23 budget at the activity level as follows: Income \$60,050.00 and expenses \$48,500.00. Roll call vote; all ayes. Motion carried.

Painesdale Sewer Fund:

Supervisor Heikkinen reported the sewers in Painesdale were cleaned in 2021, thus the cost of extra salaries in budget. Generator was worked on and replaced. For the coming year anticipated expenditures are salaries, fencing at lagoon as well as manhole covers lowered. MOTION by Treasurer Immonen and seconded by Trustee Keranen to approve the 2021/22 budget at the following activity level: Income \$87,100.00 and Expense at \$61,100.00. Roll call vote; all ayes. Motion carried. MOTION by Treasurer Immonen and seconded by Trustee Keranen to approve the 2022/23 budget at the following activity level: Income \$87,100.00 and expenses \$72,250.00. Roll call vote; all ayes. Motion carried.

Atlantic Mine Sewer:

Supervisor Heikkinen stated the lift stations continue to need constant attention although the installation of the baskets has helped with the flushed wipes. Sewers will need continual cleaning with the VacTruck. Manhole covers being lowered and repair/replacement of generators are expected to be major portion of expense budget for FY 2022/23. MOTION by Trustee Eister and seconded by Trustee Keranen to approve the 2021/22 budget at the activity level with the following charges: Income \$82,150.00 and Expense at \$63,400.00. Roll call vote; all ayes. Motion carried. MOTION by Trustee Eister and seconded by Trustee Keranen to approve the 2022/23 budget at the activity level as follows: Income \$82,150.00 and expenses \$74,350.00. Roll call vote; all ayes. Motion carried.

Retail Water Fund:

Supervisor Heikkinen reported constant repairs needed to system. \$10,000 in capital outlay expenditure towards purchase price of a skidsteer. Work to continue on DSMI required by State of Michigan to be completed by 2025. MOTION by Trustee Keranen and seconded by Trustee Eister to approve the 2021/22 budget at the following activity level: Income \$268,550.00 and Expense at \$237,900.00. Roll call vote; all ayes. Motion carried. MOTION by Trustee Keranen and seconded by Trustee Eister to approve the 2022/23 budget at the following activity level: Income \$268,550.00 and expenses \$242,700.00. Roll call vote; all ayes. Motion carried.

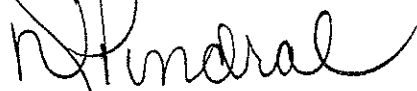
Wholesale Water Fund:

Supervisor Heikkinen reports more repair costs with lots of overtime. Still working towards water main project but materials not available at this time to proceed. UPEA invoices paid from wholesale water for the project will be reimbursable when project starts, freeing monies for other areas. MOTION by Treasurer Immonen and seconded by Trustee Keranen to approve the 2021/22 budget at the activity level with the following charges: Income \$391,560.00 and Expense at \$360,450.00. Roll call vote; all ayes. Motion carried. MOTION by Treasurer Immonen and seconded by Trustee Keranen to approve the 2022/23 budget at the activity level as follows: Income \$401,500.000 and expenses \$376,300.00. Roll call vote; all ayes. Motion carried.

General Fund:

Supervisor Heikkinen reported the purchase of new fire apparatus totaling \$93,000.00 after receiving a grant of \$50,000. Received rescue grant monies of \$93,214.76, and reporting must be completed by April 30, 2022. MOTION by Trustee Eister and seconded by Trustee Keranen to approve the 2021/22 budget at the following activity level: Income \$551,871.00 and Expense at \$495,712.00. Roll call vote; all ayes. Motion carried. MOTION by Trustee Eister and seconded by Trustee Keranen to approve the 2022/23 budget at the following activity level: Income \$453,891.00 and expenses \$418,771.00. Roll call vote; all ayes. Motion carried.

With no other budget business, the meeting adjourned at 6:15PM on a motion from Trustee Keranen with support from Treasurer Immonen with all ayes, motion carried.



Debra Pindral
Adams Township Clerk

**Adams Township
Special Meeting**

Due to hazardous weather conditions, the special meeting of the Adams Township Board scheduled for Wednesday, March 23, 2022 was held on Thursday, March 24, 2022 at 6:15PM at the Township Hall in Baltic, Michigan.

A roll call with board members present was taken. Supervisor: Gerald Heikkinen, Treasurer: Tracy Immonen Clerk: Debbie Pindral, Trustee Diane Keranen, and Trustee Paul Eister. There were no guests present. Motion by Trustee Keranen, supported by Treasurer Immonen to accept the special meeting minutes of March 24, 2021. Roll call, all ayes. Motion accepted.

Resolution:

On MOTION by Clerk Pindral, supported by Trustee Keranen under the provision of the law and statute provided, the following resolution is hereby adopted by the Adams Township Board, Houghton County, Michigan in a meeting assembled this 24th day of March 2022 at the Township Hall in Baltic, MI.

Resolved:

That the Township Board of Adams Township, County of Houghton, State of Michigan does hereby establish that there will be one (1) regular monthly meeting held by the Adams Township Board as follows:

- All regular meetings will be held at the Township Hall in Baltic, MI.
- Meetings will be held on the first Monday of each month (unless posted), commencing at 6:00PM. Dates of the regular monthly meeting will be as follows: April 4, May 2, June 6, July 11 (Second Monday), August 1, September 12 (Second Monday), October 3, November 14 (Second Monday), December 5, 2022, January 9 (Second Monday), February 6, and March 6, 2023. (Followed by the Wholesale Water Board Meeting).
- The annual meeting is scheduled for Wednesday, March 29, 2023 at 5:30PM. Budget work sessions shall be set as needed at monthly meetings.
- Special meetings shall be called and held at the direction of the Adams Township Board with due and proper notice of such meetings.
- Meetings will observe Robert's Rules of Order, and will allow five (5) minute limit per individual of public comment before meeting.

MOTION by Immonen supported by Keranen, the board approved the depository of all the Township funds with Superior National Bank & Trust, Citizens Bank, Incredible Bank, Flagstar, M-Bank, Ontonagon Citizens State Bank, Range Bank, Huntington Bank and Miners Bank, and to keep them current and updated. Roll call vote, all ayes, motion carried.

MOTION by Pindral with support from Keranen, the Board authorizes the Township to utilize electronic transactions in compliance with the written procedures and internal controls developed and adopted by the Treasurer as the Township's ACH policy. Roll call vote all ayes, motion carried.

MOTION by Keranen supported by Pindral, that Lawyer Kevin Mackey from Kevin Mackey Law will represent the Township as its attorney on month-to-month basis until notice and then to be determined at later date, with the option to consult with other attorneys more qualified on the subject in question. Roll call vote all ayes, motion carried.

MOTION by Pindral, supported by Eister, the board appoint the Rukkila Negro and Associates CPA firm as auditors for the Township. Roll call vote all ayes, motion carried.

MOTION made by Eister, supported by Pindral that the Adams Township Board be given authorization to borrow funds for the operation of the Fire Department, and for any other purpose deemed necessary for the operation of the Adams Township Board. Roll call vote all ayes, motion carried.

MOTION made by Eister supported by Keranen, that the Adams Township Board be given permission to lease, purchase or sell land, buildings and structures deemed by the Township Board for the operation of the Township Fire Dept, Recreation Dept, and for any other purpose deemed necessary for the operation of

Adams Township and at terms deemed satisfactory by the Adams Township Board. Roll call vote all ayes, motion carried.

MOTION by Pindral, supported by Keranen the Board adopted the following wages for employees. Roll call vote 4 ayes, Pindral abstained:

Don Cline	4%
Travis Cline	4%
Heather Platzke	4%
Terry Wiitala	4%
Jerry Wisniewski	4%
Account/Payroll Manager	\$14.75/Hr
New Temporary/Seasonal with experience)	\$10.50/Hr (not to be less than current minimum hourly wage. Negotiable
Current Cemetery workers:	
Jim Malila	4%
Robert Kukkonen	4%
Board of Review	\$15.00/Hr
Election workers	\$15.00/Hr
Election chairperson	\$17.25/Hr
Deputy Clerk	\$15.00/Hr
Deputy Treasurer	\$15.00/Hr

Eligible Full-time Employees In-Lieu of Insurance Monthly Stipend \$150/Month

Mileage rate at current IRS rate – .585cents/mile

Wholesale Water Board \$60.00 month, not to exceed \$720.00 annually.

MOTION made by Eister with support from Immonen to hire LuAnn Hayrynen as assessor, with following stipulations: 1) there is a 30 day termination clause in her contract; 2) missed hours are to be made up within the same week if possible, otherwise within the month after; 3) authorize Supervisor Heikkinen authority to work out compensation of assessor contract. Roll call vote; four ayes, Pindral abstained. Motion carried.

Changes and adjustments are effective April 1, 2022.

MOTION by Pindral, supported by Eister, the board appointed the following to their respective positions: Torey Kostamo, Deputy Clerk; Nancy Immonen, Deputy Treasurer. Roll call vote all ayes, motion carried.

MOTION by Pindral, supported by Keranen, the following cemetery rates will remain the same for Mountain View and Atlantic Mine:

Lot purchases: \$150.00 if ever a resident of the Township &
 \$250.00 non-resident – With the stipulation that due to decreasing space, lot sales in the Atlantic Mine cemetery are available to residents only. Non-resident burials shall be at Mountain View Cemetery in South Range.
 Free lot for Veteran if buried in Veterans plot. Sales of Veteran/Spousal Plots are \$150.00 but must pay for burial. Plus must pay VFW \$25.00 for stone lot marker.

Burials: Regular - \$250.00 everyone	Saturday rates: \$365.00	Sunday and Holiday - \$550.00
\$100.00 cremations	\$150.00	\$200.00
\$100.00 stillborns	\$150.00	\$200.00
\$700.00 disinterment	\$900.00	\$1,200.00

There will be NO unauthorized burials or cremations in either cemetery.

Any burials held from November 1st thru May 15th will be charged for any extra cost incurred in addition to the Township fee. Roll call vote all ayes, motion carried.

MOTION by Keranen, supported by Immonen, the annual street light assessment will remain at \$20.00 per PRE (excludes Village of South Range) per year. Roll call vote all ayes, motion carried.

MOTION by Immonen, supported by Keranen, the board retained 1% administrative tax fee plus 3% penalty fee on property tax collection (with the current applicable non-sufficient funds fee) with charge to Adams Township School District \$2.50 per parcel. Roll call vote all ayes, motion carried.

MOTION by Eister supported by Keranen to continue to add delinquent water and sewage bills to the tax roll. Roll call vote all ayes, motion carried.

MOTION by Eister, supported by Keranen to continue collecting special assessments excluding the Village of South Range, in the amount of \$40 per year per parcel for the Fire Dept. and 1st Responders. Roll call vote all ayes, motion carried.

MOTION by Eister, supported by Keranen, the board retained Hannula Insurance Agency for township insurance, with permission for Supervisor to investigate insurance options and financial advisors. Roll call vote all ayes, motion carried.

MOTION by Keranen, supported by Eister, the water rates and sewage rates remain the same with the option to increase rates if necessary using proper notice and procedure. Roll call vote all ayes, motion carried.

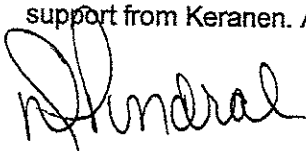
MOTION by Pindral, with support from Eister that the Treasurer, Clerk, Deputy Treasurer, and Office Manager, be authorized to sign checks on behalf of the Township. Mandate will require at least one of the signatures be either the Township Treasurer or the Township Clerk. Roll call vote all ayes, motion carried.

MOTION by Keranen, with support from Immonen to go into executive session at 6:58PM to discuss wages. All ayes, motion carried.

MOTION by Keranen with support from Immonen to leave executive session at 7:15PM, and return to special meeting. All ayes, motion carried.

MOTION by Trustee Eister with support from Treasurer Immonen to approve signing of tentative purchase agreement for CAT Mini-Excavator. Roll call, all ayes. Motion carried.

With no other business brought before the Board, meeting adjourned at 7:45PM on a MOTION by Eister with support from Keranen. All ayes, Motion carried.



Debbie Pindral
Adams Township Clerk