

**ADAMS TOWNSHIP  
PUBLIC HEARING  
MARCH 2, 2020**

A public hearing of the Adams Township Board was held on Monday, March 2, 2020 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order at 6:00PM immediately followed by the Pledge of Allegiance. The Board members were introduced and responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, Trustee Keranen, and Clerk Pindral. There were 10 guests present.

Supervisor Heikkinen thanked all for attending. He stated the purpose of the public hearing was to inform the public and take comments regarding the \$50,000 grant application for an emergency vehicle through rural development. Due to large amounts of snowfall at the Painesdale Pump Station as well as the time needed for snow removal, a Caterpillar 926 Loader will be purchased at approximately \$155,000. It is on a 5-year lease program. The Pump Station is crucial to the safe provision of water to the population of Adams Township, Village of South Range, City of Hancock as well as Portage Charter Township.

Public hearing turned over for comments from the public. No comments expressed,

MOTION to adjourn at 6:05PM by Trustee Mattila with support from Trustee Keranen.

Roll call, all ayes. Meeting Adjourned.

  
Submitted by:  
Debbie Pindral  
Township Clerk

**ADAMS TOWNSHIP  
MONTHLY MEETING  
March 2, 2020**

The regular monthly meeting of the Adam Township Board was held on Monday, March 2, 2020 at the Township Hall, 17118 First Street, Baltic, Michigan.

The meeting was called to order at 6:05PM immediately following public hearing. The following board members responded to roll call: Supervisor Heikkinen, Trustee Mattila, Treasurer Immonen, Trustee Keranen and Clerk Pindral. There were 11 guests in attendance.

**MOTION** made by Trustee Keranen with support from Trustee Mattila to accept the minutes of the February 3, 2020 Monthly meeting, and February 3, 2020 Wholesale Water meeting. Roll call, all ayes. Motion carried.

**PUBLIC COMMENT:**

- Justin Kasieta introduced himself, and stated he is making the rounds to local boards on behalf of Representative Greg Markham.

**CORRESPONDENCE:**

- Acknowledgement received from Portage Health Foundation for \$2000 pledge in support of UPSET.
- Information received from Trimedia Company on their cemetery mapping and management in the U.P. utilizing ground penetrating radar.
- Letter received from WUPPDR commission after reviewing the upcoming Wholesale Water Project declaring the project meets the needs of the residents.

**FINANCIAL REPORT:** Review of financial reports for February 2020. **MOTION** made by Trustee Keranen with support from Treasurer Immonen to accept the February 2020 financials. Roll call, all ayes with Trustee Mattila abstaining from vote on invoices to Superior Sand & Gravel. Motion carried.

**FIRE DEPARTMENT:** Trustee Mattila reported last month there were 18 medical calls and 3 fire calls. The fire department recently held their election of officers, and re-elected Dan Coponen as Fire chief. **MOTION** by Trustee Mattila with support from Treasurer Immonen to support Dan Coponen as Fire Chief for the Adams Township Volunteer Fire Department. Roll call, all ayes. Motion carried. Trustee Mattila reminded the public of the upcoming annual pancake breakfast fundraiser on March 8 from 8AM to 1PM. Also reported the insurance company has announced the fire rescue vehicle involved in accident be totaled. Chief Coponen stated the search for a replacement vehicle will begin immediately.

**ASSESSOR REPORT:** Assessor report was reviewed. BOR organizational meeting is 3/3/20 at 1PM when the tax roll will be presented. BOR dates are March 9 from 3-9PM, and March 10<sup>th</sup> from 9AM-3PM. Contract for assessor will be discussed at annual meeting on March 25<sup>th</sup>. The assessor requested three resolutions be approved by the Board:

1. Resolution to accept written petitions for BOR (2020-03-01) **MOTION** offered by Trustee Keranen with support from Clerk Pindral. Roll call, all ayes. Motion carried.
2. Resolution for AMAR Real Property Exemptions Procedure on the Local Unit (2020=03-02) **MOTION** offered by Trustee Keranen with support from Trustee Mattila. Roll call, all ayes. Motion carried.



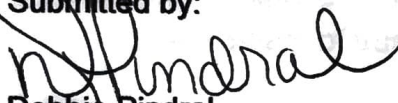
3. Resolution to Provide Written Procedures for Real and Personal Property Tax Exemptions (2020-03-03) MOTION offered by Trustee Keranen with support from Treasurer Immonen. Roll call, all ayes. Motion carried.

**OLD/NEW BUSINESS:**

- Chris Holmes stated the letter from WUPPDR was a checklist item needed for the Wholesale Project. He stated he is still working with Hancock, Portage, and South Range to get a number of users to blend into system users for loan application. DNR continues to express concerns but project will move along. Lawyer Mackey did title search and original documents state "forever" regarding easements of waterline. Regarding the Asset Management Plan (AMP) the State is looking for data.
- Supervisor Heikkinen stated no updates from Circle Power regarding wind turbine project; still waiting for the public meeting date. Dan Crane from UPPCO stated they have entered into confidential negotiations for purchase agreement with Circle power
- Supervisor Heikkinen requested "equipment wish-lists" for the end of year as well as upcoming fiscal year. He is finalizing the budgets.
- Agenda item of renewal and allocation of operating millage is mute item. Clerk Pindral was informed this is done at the County level.
- Reminder of the Annual Meeting of Electors/Budget Hearing/Special Meeting will be held on Wednesday, March 25<sup>th</sup> at 4:30PM. Minutes of 2019 meetings were included in monthly packet.
- Treasurer Immonen reminded everyone that today is the last day to pay property taxes without penalty.
- Clerk Pindral distributed packets for Township Office Filing. Deadline to return partisan filings is 4PM on April 21, 2020. Nonpartisan filing is 4PM on July 16, 2020.

With no other business brought before the Board, a MOTION at 6:40PM by Trustee Keranen with support from Trustee Mattila. Roll call, all ayes. Meeting adjourned.

Submitted by:

  
Debbie Pindral  
Township Clerk

**Annual Meeting of the  
Electors of Adams Township**

The annual meeting of the electors of Adams Township was held on Wednesday, March 25, 2020 at 4:30PM at the Township Hall in Baltic, Michigan via social distancing/teleconferencing as mandated.

Electors present were: Nancy Immonen, David Mattila, with Diane Keranen via teleconference.

Board members present were Gerald Heikkinen and Debbie Pindral.

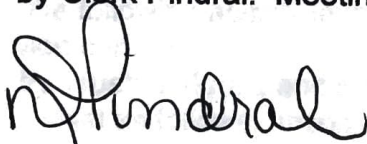
Supervisor Heikkinen motioned to accept the minutes of the March 20, 2019 Elector Annual Meeting; Clerk Pindral seconded the motion. Motion carried

Supervisor Heikkinen reported the state of the Township to be in good condition. State Revenue Sharing funds were as anticipated. Progressing well on Wholesale Water Project to upgrade main water-line as well as +30yr aging pumps.

Supervisor Heikkinen stated board salaries will increase slightly to:

- Salary of supervisor \$10,500 annually
- Salary of clerk \$9,480 annually
- Salary of treasurer \$11,256 annually
- Salary of trustees \$1,800 annually

Supervisor Heikkinen motioned to adjourn the annual electors meeting; Seconded by Clerk Pindral. Meeting adjourned at 4:36PM.



Debbie Pindral  
Adams Township Clerk



## Adams Township Budget Hearing

The annual budget hearing of Adams Township was held on Wednesday, March 25, 2020, at 4:36PM at the Township Hall in Baltic, Michigan per mandated social distancing/teleconferencing guidelines.

The following Board members responded to roll call: Supervisor Gerald Heikkinen, Clerk Debbie Pindral, Treasurer Nancy Immonen, Trustee Diane Keranen and Trustee David Mattila.

On a MOTION from Trustee Mattila with support from Trustee Keranen the minutes of the March 20, 2019 budget meeting were reviewed and approved, all ayes, and motion carried.

On a MOTION from Trustee Keranen with support from Treasurer Immonen, the board accepted the 1.019% tax for FY 2020/21 as set by the State of Michigan; all ayes, and motion carried.

### **General Fund:**

Supervisor Heikkinen presented 2019/20 final budget for approval with notation that capital outlay was slightly higher due to purchase of end-loader. The cost of end-loader will be shared across accounts. The 2020/21 budget reflects purchase of a new vehicle for the fire department, lease payment of \$21,000 for loader, and pay increases for the Board. Income for 2020/21 is higher because of projected \$36,500 fire department insurance claim. On a MOTION from Treasurer Immonen with support from Trustee Mattila the board accepted the amended 2019/2020 budget activity level with total income of \$332,650 and expenses of \$306,700. Roll call vote, all ayes, motion carried.

On a MOTION from Treasurer Immonen with support from Trustee Mattila the board accepted the proposed 2020/2021 budget activity level with total income of \$378,750 and expenses of \$350,806. Roll call vote, all ayes motion carried.

### **Wholesale Water:**

Capital Outlay for 2019/20 reflects payment of \$30,000 for loader, \$19,000 for 2019 Truck purchase, and \$8,500 for side by side. In 2020/2021 a storage building will be built at pumphouse, update systems, purchase some of the smaller pumps (outside of the Waterline Project), and do building repairs. MOTION by Trustee Mattila and seconded by Treasurer Immonen to approve the 2019/20 budget at the following activity level: Income \$422,750 and Expenses at \$344,900. Roll call vote; all ayes. Motion carried.

MOTION by Trustee Mattila and seconded by Treasurer Immonen to approve the 2020/2021 budget at the activity level as follows: Income \$420,000 and expenses \$396,250. Roll call vote; all ayes. Motion carried.

### **Retail Water:**

Supervisor Heikkinen stated for 2019/20 capital outlay reflected payment on truck purchase and payment on side by side. MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2019/20 budget at the activity level with the following charges: Income \$260,350 and Expense at \$213,450. Roll call vote; all ayes. Motion carried. MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2020/21 budget at the activity level as follows: Income \$260,000 and expenses \$236,450. Roll call vote; all ayes. Motion carried.

**Atlantic Mine Sewer Fund:**

For 2020/21 there will be upgrades to lift stations (basket installations, fencing). MOTION by Clerk Pindral and seconded by Trustee Keranen to approve the 2019/20 budget at the following activity level: Income \$82,200 and Expense at \$71,800. Roll call vote; all ayes. Motion carried.

MOTION by Clerk Pindral and seconded by Trustee Keranen to approve the 2020/21 budget at the following activity level: Income \$82,200 and expenses \$76,350. Roll call vote; all ayes. Motion carried.

**Baltic Sewer Fund:**

Supervisor Heikkinen reported the sewer fund was very stable. MOTION by Trustee Mattila and seconded by Treasurer Immonen to approve the 2019/20 budget at the following activity level: Income \$52,050 and Expense at \$44,350. Roll call vote; all ayes. Motion carried.

MOTION by Trustee Mattila and seconded by Treasurer Immonen to approve the 2020/21 budget at the following activity level: Income \$52,000 and expenses \$47,500. Roll call vote; all ayes. Motion carried.

**Painesdale Sewer Fund:**

State has required that a flowmeter to be set up at Painesdale lagoon at a cost of approximately \$8,000. MOTION by Trustee Mattila and seconded by Trustee Keranen to approve the 2019/20 budget at the activity level with the following charges: Income \$87,050 and Expense at \$59,650. Roll call vote; all ayes. Motion carried.

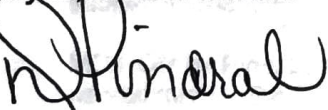
MOTION by Trustee Mattila and seconded by Trustee Keranen to approve the 2020/21 budget at the activity level as follows: Income \$87,000 and expenses \$70,400. Roll call vote; all ayes. Motion carried.

**Trimountain Sewer Fund:**

Trimountain lagoon will incur fencing expense and flowmeter cost as it is connected with Painesdale. MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2019/20 budget at the following activity level: Income \$63,050 and Expense at \$40,000. Roll call vote; all ayes. Motion carried.

MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2020/21 budget at the following activity level: Income \$63,000 and expenses \$44,600. Roll call vote; all ayes. Motion carried.

Meeting adjourned at 4:55PM on a motion from Clerk Pindral with support from Trustee Mattila with all ayes, motion carried.



Debbie Pindral  
Adams Township Clerk



**Adams Township  
Special Meeting**

A special meeting of the Adams Township Board was held on Wednesday, March 25, 2020 at 5:00PM at the Township Hall in Baltic, Michigan following mandated social distancing/teleconferencing guidelines.

A roll call with board members present was taken. Supervisor: Gerald Heikkinen, Treasurer: Nancy Immonen Clerk: Debbie Pindral, Trustee Keranen, and Trustee David Mattila. There were no guests present. Motion by Trustee Mattila, supported by Treasurer Immonen to accept the special meeting minutes of March 20, 2019. Roll call, all ayes. Motion accepted.

**Resolution:**

On MOTION by Heikkinen, supported by Mattila 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 25th day of March 2020 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 27 (delayed due to Covid-19 Quarantine), May 11, June 1, July 6, August 3, September 14 (Second Monday), October 5, November 2, December 7, 2020, January 4, February 1, and March 1, 2021. (Followed by the Wholesale Water Board Meeting).

-The annual meeting is scheduled for Wednesday, March 24, 2021 at 4:30PM. 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 Mattila, 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 Immonen, 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 Mattila supported by Immonen, that Lawyer Kevin Mackey from Kevin Mackey Law will represent the Township as its attorney, 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 Immonen, 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 Immonen, supported by Mattila 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 Pindral 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 Mattila the Board adopted the following wages for employees. Roll call vote 4 ayes, Pindral abstained:

Don Cline	Increase of \$1/hr
Justin Hayrynen	Increase of \$1/hr
Heather Platzke	Increase of \$1/hr
Jerry Wisniewski	Increase of \$1/hr
Account/Payroll Manager	Increase of \$1/hr
New, Temporary, or seasonal	\$10.30/Hr (not to be less than current minimum hourly wage)
Current Cemetery workers	3%
Board of Review	\$14.00/Hr
Election workers	\$14.00/Hr
Election chairperson	\$16.25/Hr
Deputy Clerk	\$14.00/Hr
Deputy Treasurer	\$14.00/Hr
Assessor	3% *MOTION by Mattila with supported by Immonen to authorize Supervisor Heikkinen authority to work out compensation on #6 of assessor agreement. Roll call, all ayes, Motion carried.

Mileage rate at current IRS rate – .575cents/mile

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

MOTION made by Mattila with support from Immonen to retain Lisa Karrio 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. She will be a township employee, salaried per contract. Roll call vote all ayes, motion carried.

Changes and adjustments are effective April 1, 2020.

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

MOTION by Keranen, supported by Pindral, 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 \$175.00 (\$150.00 for plot plus \$25.00 stone lot marker). Must pay for burial.

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 Immonen, supported by Mattila, 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 Pindral, 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 Mattila 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 Immonen, 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 1<sup>st</sup> Responders. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Pindral, 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 Immonen, the water rates and sewage rates will 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 Mattila, with support from Keranen that the Treasurer, Clerk, Deputy Clerk, and Deputy Treasurer, 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 Immonen, with support from Keranen to go into executive session at 5:15PM to discuss wages. All ayes, motion carried.

MOTION by Mattila with support from Immonen to leave executive session at 6:00PM, and return to special meeting. All ayes, motion carried.

With no other business brought before the Board, meeting adjourned at 6:06PM on a MOTION by Keranen with support from Immonen. All ayes, Motion carried.



Debbie Pindral  
Adams Township Clerk

**ADAMS TOWNSHIP  
Wholesale Water Board  
MARCH 2, 2020**

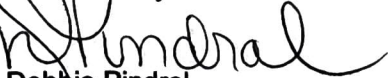
The regular monthly meeting of the Adams Township Wholesale Water Board was held on Monday, March 2, 2020 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order at 6:45PM. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, Trustee Keranen and Clerk Pindral. Water Operator Robert Hudson, Don Cline, Heather Platzke and Justin Hayrynen were also present.

- Don Cline stated he did research on basket for lift station but nothing cheaper. MOTION by Trustee Mattila with support from Trustee Keranen to purchase the metal lift station basket at the \$8,000 price tag. Roll call, all ayes. Motion carried. Lift station will be checked on regular basis to prevent issues.
- The ATV is working good for getting to the lagoons for inspection. Don stated the vehicle worked great in accessing the main waterline break recently. The County Sheriff's Dept. does recommend adding a flashing light on roof and Township signage on doors. Cost of doors approx. \$2,500. MOTION by Trustee Keranen with support from Trustee Mattila to check after-market price and authorized purchase of doors. Roll call, all ayes. Motion carried.
- Boil water notice was messy. Don Cline stated he plans to work with agencies involved on development of standard operating procedures to avoid mass confusion in the future.
- Lagoon inspections are ongoing. There are snowmobiles going onto the pond area in lagoons, which can be fatal if break-through. Fences are being driven over. There have been rocks thrown into valve area which can cause extensive damage. Will post more "Keep Off" signage and request sheriff's dept. to police the areas regularly.
- The computer from the water dept. office is being used at pumping station, which allows for the laptop to be used in vehicles.
- Wilmers Heating has stated the dehumidification system for pumping station would need to be built to specifications and take about 8 weeks. This will need to go out on bids and then built into the wholesale water project loan.
- Don stated he has applied to take D4 license test in May.

With no other business before the board. MOTION by Trustee Keranen with support from Trustee Mattila to adjourn the Wholesale Water meeting at 7:05P.M. Roll call, all ayes. Meeting adjourned.

Submitted by:



Debbie Pindral,  
Township Clerk