

**ADAMS TOWNSHIP
MONTHLY MEETING
March 4, 2019**

The regular monthly meeting of the Adams Township Board was held on Monday, March 4, 2019 at the Township Hall, 17118 First Street, Baltic, Michigan.

The meeting was called to order at 6:00PM. Pledge of allegiance was recited. The following board members responded to roll call: Supervisor Heikkinen, Trustee Mattila, Treasurer Immonen, and Clerk Pindral. Trustee Keranen was absent with excuse. There were 9 guests in attendance.

MOTION made by Trustee Mattila with support from Treasurer Immonen to accept the minutes of the February 4, 2019 Monthly meeting, February 18, 2019 Special meeting, and February 4, 2019 Wholesale Water meeting. Roll call, all ayes. Motion carried.

PUBLIC COMMENT/CORRESPONDENCE:

- Terri Andrews wished to discuss payment on repairs to her basement from water damage caused earlier. Supervisor Heikkinen stated he would meet with her, the Township lawyer, and the UPEA Engineer following the meeting. She agreed.
- Jill and Arne Karkkainen inquired if Adams Township had finalized agreement with FEMA regarding flood insurance. Supervisor Heikkinen stated that the Township was waiting on return phone calls from FEMA with needed information in order to finalize application. He noted that FEMA coverage would not be retroactive.
- Annual membership in KEDA is due. MOTION by Clerk Pindral with support from Trustee Mattila to pay the KEDA Membership in amount of \$250.00. Roll call, all ayes. Motion carried.
- Letter from MI Dept. of Treasury regarding Tax Increment Financing PA 57 reporting. The Township has no DDA or TIF authorities. Clerk Pindral will file the required report.
- Correspondence from the census bureau inquiring if the boundaries of Adams Township have changed, and if so, to report it. No action needed.

FINANCIAL REPORT: Financial reports for February reviewed. MOTION made by Trustee Mattila with support from Treasurer Immonen to accept the February financial reports. Roll call, all ayes. Motion carried.

FIRE DEPARTMENT: Trustee Mattila reported for the last month there were 11 medical calls and 1 fire call. The Fire Department held their election for officers, and Dan Coponen was appointed as Chief, and Ed Semmens as Asst. Chief. MOTION made by Trustee Mattila with support from Treasurer Immonen to approve the appointment of Dan Coponen as Fire Chief, and Ed Semmens as Asst. Chief. Roll call, all ayes. Motion carried. Trustee Mattila reminded everyone that the Annual Fire Dept. Pancake Breakfast is on March 10th from 8AM to 1PM.

ASSESSOR REPORT: The Assessor report for February reviewed and approved. Supervisor Heikkinen reported the BOR organizational meeting will be held on March 5th. BOR will meet on March 11 from 3-9PM and March 12 from 9AM to 3PM. This will be the time for tax roll to be examined and opportunity to petition the BOR for change. Janet Gregorich has resigned from her BOR chair position. Jean Stevens and Torey Kostamo will join Kathy DeForge on the BOR.

BUSINESS:

- Supervisor Heikkinen stated the way recent article in the Gazette was written regarding wholesale water it was difficult for the average person to totally understand the complete project and repair process. Chris Holmes, UPEA engineer, stated the mainline repair is almost 3 miles in distance, not 2 miles, which will add to cost. Hydrants will most likely need be placed every 1000ft. Pumphouse projects were based on year 3 of the Bay Electric proposal. Another

estimate is still needed for the pumps. C. Holmes stated there will be a representative in Baraga next week, and he will contact him. There are no grants currently available per rural development office. Chris will set up a preapplication meeting in Gladstone with Rural Development and Township officials. This will not be a cost item.

- No updates from Circle Power regarding wind turbines.
- David Hokenson has submitted his estimate for roof repair on Township Hall. Insurance claim payment has been received. The estimate will be slightly less than \$33,130 quote as some of the insulation and damaged tile was already repaired by Township to prevent heat loss. He is requesting a down payment of \$16,000 to get supplies for early May start. K. Mackey, Township Lawyer, suggested getting a standard signed contract to protect Township in case of loss. MOTION by Treasurer Immonen with support from Trustee Mattila to accept estimate #86 \$33,130 from DHL Contracting with a signed contract, and financial adjustment for work already done. Roll all, all ayes. Motion carried. Clerk Pindral will cut check for \$16,000 advance.
- Clerk Pindral stated the Township FOIA policy has been updated to designate the Township Clerk as FOIA Coordinator. MOTION by Trustee Mattila with support from Treasurer Immonen to approve Resolution 2019-03-01 FOIA Coordinator Resolution. Roll call, all ayes. Motion carried.
- There has been interest in putting a tiny home in Adams Township, and questions have arisen. Supervisor Heikkinen called for Lawyer Mackey's opinion: Adams Township does have a mobile homes ordinance which requires a title. If someone builds onto a trailer chassis, there must be a title. Most tiny homes are small enough that the square footage doesn't meet the county building code, under which the Township abides. The ordinance will be revisited as need necessitates.

With no other business brought before the Board, a MOTION at 6:53PM by Trustee Mattila with support from Treasurer Immonen. Roll call, all ayes. Meeting adjourned.

Submitted by:



Debbie Pindral
Township Clerk

**ADAMS TOWNSHIP
Wholesale Water Board
March 4, 2019**

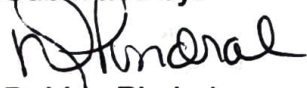
The regular monthly meeting of the Adams Township Wholesale Water Board was held on Monday, March 4, 2019 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order at 6:58PM. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, and Clerk Pindral. Water Superintendent Thomas Pietila, and Water Dept Employees Heather Platzke and Justin Hayrynen were also present. Trustee Keranen was absent with excuse.

- Tom Pietila stated he is requesting GPS units for mapping of water lines and connections. He stated that the \$189.00 unit will work. MOTION by Trustee Mattila with support from Clerk Pindral to purchase the GPS Unit. Roll call, all ayes. Motion carried.
- Supervisor Heikkinen inquired if Tom had registered to take the D2 exam in May, and if he received the books to study for the exam. Tom responded with yes, he will study the 1400 questions concentrating on his weak area. He was encouraged to study.
- Supervisor Heikkinen stated he will try to budget a replacement truck for Wholesale Water in the new budget.
- Justin reported there is a huge water leak on Concord Street in Painesdale. Portage Lake Construction has been called to make repair.
- Heather reported the supervisor at Northern Hardwoods has called and asked to have water rate increase reduced. Board decided to keep the rate increase as presented, and see what numbers show for Northern Hardwoods with the new water reader installed.
- Additional estimates requested for pump replacements. Chris Holmes reiterated he will speak with the pump representative when they visit Baraga.

With no other business before the board. MOTION by Trustee Mattila with support from Treasurer Immonen to adjourn the meeting at 7:10P.M. 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 20, 2019 at 4:30PM at the Township Hall in Baltic, Michigan.

Electors present were: Nancy Immonen, David Mattila, and Diane Keranen.

Board members present were Gerald Heikkinen and Debbie Pindral.


Supervisor Heikkinen motioned to accept the minutes of the March 21, 2018 Elector Annual Meeting; Clerk Pindral seconded the motion. Motion carried

Supervisor Heikkinen reported the state of the Township to be solvent and in good condition. State Revenue Sharing funds were higher than anticipated. The Atlantic Mine Water Project was completed in October 2018 with a one-year contractor guarantee. Next focus to be upgrading the Wholesale Water main water-line as well as +30yr aging pumps.

Supervisor Heikkinen stated board salaries to remain at current levels, which are:

- Salary of supervisor \$10,000 annually
- Salary of clerk \$9,000 annually
- Salary of treasurer \$10,710 annually
- Salary of trustees \$1,500 annually

Supervisor Heikkinen motioned to adjourn the annual electors meeting; Seconded by Clerk Pindral. Meeting adjourned at 4:35PM.


Debbie Pindral
Adams Township Clerk

**Adams Township
Budget Hearing**

The annual budget hearing of Adams Township was held on Wednesday, March 20, 2019, at 4:45PM at the Township Hall in Baltic, Michigan.

The following Board members responded to roll call: Supervisor Gerald Heikkinen, Clerk Debbie Pindral, Treasurer Nancy Immonen, Trustee Diane Keranen and Trustee David Mattila. There were no guests present.

On a MOTION from Trustee Keranen with support from Trustee Mattila the minutes of the March 21, 2018 budget meeting were reviewed and approved, all ayes, and motion carried.

On a MOTION from Trustee Mattila with support from Trustee Keranen, the board accepted the 1.024% tax for FY 2019/20 as set by the State of Michigan; all ayes, and motion carried.

General Fund:

Supervisor Heikkinen presented 2018/19 final budget for approval with notation that capital outlay was \$47,000 which included \$30,000 dump truck purchase, \$16,000 down payment on roof, and \$1000 for trailer purchase. Received \$21, 900 from insurance claim for roof damage. Election expenses for 2019 will be higher because of special election to be held for renewal of cemetery special assessment tax. On a MOTION from Treasurer Immonen with support from Trustee Keranen the board accepted the amended 2018/2019 budget activity level with total income of \$357,450 and expenses of \$316,400. Roll call vote, all ayes, motion carried.

On a MOTION from Treasurer Immonen with support from Trustee Keranen the board accepted the proposed 2019/2020 budget activity level with total income of \$341,650 and expenses of \$301,900. Roll call vote, all ayes motion carried.

Wholesale Water:

2018/19 budget presented with income slightly higher than projected due to decreased expenses. New pumps and water main are focus of 2019/20. Rate increase will generate approx. \$60,000 in income, and expenses budgeted to repair doors/roof, as well as clean-up of pumping station. MOTION by Trustee Keranen and seconded by Trustee Mattila to approve the 2018/19 budget at the following activity level: Income \$365,700 and Expenses at \$266,100. Roll call vote; all ayes. Motion carried. MOTION by Trustee Keranen and seconded by Trustee Mattila to approve the 2019/20 budget at the activity level as follows: Income \$420,000 and expenses \$301,200. Roll call vote; all ayes. Motion carried.

Retail Water:

Supervisor Heikkinen stated income was \$18,000 higher than expected for 2018/19. Expenses were higher with the purchase of dump truck. Water improvement project was finalized in October. For FY 2019/20 will pay \$72,000 in Rural Development principal and interest on water project. MOTION by Trustee Mattila and seconded by Clerk Pindral to approve the 2018/19 budget at the activity level with the following charges: Income \$253,200 and Expense at \$203,450. Roll call vote; all ayes. Motion carried.

MOTION by Trustee Mattila and seconded by Clerk Pindral to approve the 2019/20 budget at the activity level as follows: Income \$260,350 and expenses \$204,050. Roll call vote; all ayes. Motion carried.

Atlantic Mine Sewer Fund:

There were no out of the ordinary expenses for Atlantic Mine. **MOTION by Trustee Keranen and seconded by Trustee Mattila to approve the 2018/19 budget at the following activity level: Income \$77,300 and Expense at \$63,700. Roll call vote; all ayes. Motion carried.**

MOTION by Trustee Keranen and seconded by Trustee Mattila to approve the 2019/20 budget at the following activity level: Income \$77,200 and expenses \$64,750. Roll call vote; all ayes. Motion carried.

Baltic Sewer Fund:

Rural Development interest will be higher for 2019/20. **MOTION by Trustee Mattila and seconded by Trustee Keranen to approve the 2018/19 budget at the following activity level: Income \$52,050 and Expense at \$38,300. Roll call vote; all ayes. Motion carried.**

MOTION by Trustee Mattila and seconded by Trustee Keranen to approve the 2019/20 budget at the following activity level: Income \$52,000 and expenses \$42,850. Roll call vote; all ayes. Motion carried.

Painesdale Sewer Fund:

An auditors journal entry of \$10,205 resulted in increased income, and expenses were approx. \$2,000 less than expected. Interest expense will be \$8,000 higher in 2019/20. **MOTION by Treasurer Immonen and seconded by Trustee Keranen to approve the 2018/19 budget at the activity level with the following charges: Income \$97,300 and Expense at \$56,350. Roll call vote; all ayes. Motion carried.**

MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2019/20 budget at the activity level as follows: Income \$87,000 and expenses \$65,500. Roll call vote; all ayes. Motion carried.

Trimountain Sewer Fund:

Net income will be lower for 2019/20 with account 71500 health insurance. **MOTION by Trustee Keranen and seconded by Trustee Mattila to approve the 2018/19 budget at the following activity level: Income \$62,250 and Expense at \$40,500. Roll call vote; all ayes. Motion carried.**

MOTION by Trustee Keranen and seconded by Trustee Mattila to approve the 2019/20 budget at the following activity level: Income \$63,000 and expenses \$43,600. Roll call vote; all ayes. Motion carried.

Meeting adjourned at 5:00PM 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**

A special meeting of the Adams Township Board was held on Wednesday, March 20, 2019 at 5:00PM at the Township Hall in Baltic, Michigan.

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 21, 2018. Roll call, all ayes. Motion accepted.

Resolution:

On motion by Mattila, supported by 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 20th day of March 2019 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 1, May 6, June 3, July 1, August 5, September 9 (Second Monday), October 7, November 4, December 2, 2019, January 6, February 3, and March 2, 2020. (Followed by the Wholesale Water Board Meeting).

-The annual meeting is scheduled for Wednesday, March 25, 2020 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 Keranen supported by Mattila, the board approved the depository of all the Township funds with Superior National Bank & Trust, Citizens Bank, River Valley State 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 Kranen, 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 Paul Tomasi (until Atlantic Mine Water Distribution Project warranty period ends), and Kevin Mackey from Kevin Mackey Law will represent the Township as its attorneys, with the option to consult with other attorneys more qualified on the subject in question. Roll call vote all ayes, motion carried.

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

Tom Pietila	Dependent on obtaining D2 Licensure
Justin Hayrynen	3%
Heather Platzke	3%
Jerry Wisniewski	3%
Account/Payroll Manager	\$12.75/Hr
New, Temporary, or seasonal	\$10.00/Hr (not to be less than current minimum hourly wage)
Current Cemetery workers	3%
Board of Review	\$13.50/Hr
Election workers	\$13.50/Hr
Election chairperson	\$15.75/Hr
Deputy Clerk	\$13.50/Hr
Deputy Treasurer	\$13.50/Hr
Assessor	3%

Mileage rate at current IRS rate – .58cents/mile

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

MOTION made by Keranen with support from Pindral 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, 2019.

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 Mattila, supported by Keranen, the following cemetery rates were set 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 Mattila, 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 Keranen supported by Pindral to continue to add delinquent water and sewage bills to the tax roll. Roll call vote all ayes, motion carried.

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

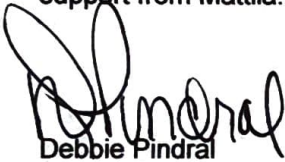
MOTION by Keranen, supported by Mattila, the water rates and sewage rates will remain the same with the option to increase rates if necessary using proper notice and procedure. Roll call vote all ayes, motion carried.

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 Keranen, with support from Immonen to go into executive session at 5:20PM to discuss wages. All ayes, motion carried.

MOTION by Mattila with support from Keranen to leave executive session at 6:12PM, and return to special meeting. All ayes, motion carried.

With no other business brought before the Board, meeting adjourned at 6:15PM on a motion by Keranen with support from Mattila. All ayes, Motion carried.


Debbie Pindral
Adams Township Clerk