

Regular Board Meeting
September 23, 2024 at 5:00 p.m.

1. Meeting was called to order by the Supervisor and began with the Pledge of Allegiance to the Flag.
2. **ROLL CALL**- Sue Roberts – Trustee, Hope Tarnaski – Treasurer, Jeff Randall – Supervisor, Erin Bunt – Clerk, Steven Selin – Trustee. Also present was Lisa Hegbloom, Utility Clerk; Jerry Nezworski, Gogebic Range Trail Authority President; and 3 residents.
3. **PRESENTATION OF THE MINUTES – MOTION** by Selin, support by Randall to approve the minutes as presented. Motion carried.
4. **APPROVAL OF AGENDA – MOTION** by Randall, support by Bunt to approve the agenda as presented. Motion carried.
5. **PUBLIC COMMENT – None**
6. **PETITIONS**- None
7. **COMMUNICATIONS**: - None
8. **REPORTS – BOARDS & COMMITTEES – BASA** – The bills were paid. The cost to replace the pump at Powdermill Creek will be paid for by BASA. The Township is still responsible for the maintenance of the pump. **PAUD** – The bills were paid. **GRSWMA** – Administrator Chriss Ann Bressette announced her resignation effective July 31, 2025. **UTILITIES** – The Utility Clerk provided the Clerk with a copy of the Aged Accounts Receivable Report. The current delinquent amount is \$31,946.62 – of that amount \$15,243.13 is 90 days or more. The Utility Clerk is working on the next round of water bills, which will be mailed the later part of the first week of October. **DPW** – The DPW crew put the Keystone Bridge sign back up. New dugouts are being constructed at the Gogebic Miners Softball Field, at the school's expense.
9. **UNFINISHED BUSINESS**
 - A) **POST OFFICE STATUS** – Trustee Roberts contacted Colin Gwilim, Legal Assistant to Representative Jack Bergman, to get an update on the opening date of the post office. Mr. Gwilim reached out to his contact at USPS for a status report but had not heard back. The Supervisor told the Board he had heard from a good source that the USPS was waiting on additional funding to complete the handicap ramp.
 - B) **AUDIT** – The Board received a draft audit prepared by Ken Talsma to review. The Supervisor suggested the Board compile a list of questions they might have for Mr. Talsma to answer when he presents the Audit to the Board. The Supervisor will see if Mr. Talsma is available to present at the next meeting (October 14th).
 - C) **SEWER BACK-UP – ANVIL** – The Supervisor informed the Board that he has not yet received any information from the insurance adjuster. He will continue to try to contact the adjuster for an update.

- D) The Board was presented with a Resolution to Establish a Grant Advisory Committee, which will seek out potential grants to research and recommend to the Board for consideration. MOTION by Tarnaski, support by Roberts to adopt the Resolution Establishing a Grant Advisory Committee and the bylaws that go along with it. Motion carried by roll call vote.
- E) BLIGHT – Discussion took place on the revisions made in the Employment Agreement between the Township and Mr. LeRoy Johnson. MOTION by Bunt, support by Randall to table the matter until the next meeting to give the Board time to review and make recommended changes/additions to the Agreement. Motion carried.
- F) DPW WORK TRUCK – At the last meeting, the matter was tabled so that the DPW department had time to look over the two bids that the Township received. The DPW is recommending the longer box truck with a v-plow from Fox Motors for a purchase price of \$54,975.67. The truck would be delivered to the dealership around the end of November. Discussion took place on how the Township plans to pay for the truck and if it would be beneficial to inquire about financing. Though the Board did not want to delay the purchase of the truck, it was suggested that financing be asked about when the Township looks at purchasing a second work truck. MOTION by Tarnaski, support by Randall, to move the funds from the Capital Outlay account to the General Fund for the purchase of the truck and plow from Fox Motors. Tarnaski asked the Supervisor to give the Clerk notice on when the check will be needed so that she can create the check and acquire the appropriate signatures. Motion carried by roll call vote.
- G) EXCESS INVENTORY – PROPERTY – HORSESHOE BEND: MOTION by Tarnaski, support by Roberts to adopt the Excess Property Resolution for the Horseshoe Bend property and Quit Claim Deed to James and Arlene Clemo and authorize the appropriate signatures. MOTION carried by roll call vote. GRANITE STREET: MOTION by Selin, support by Bunt to adopt the Excess Property Resolution for the Granite Street property and Quit Claim Deed to Jon Brown and authorize the appropriate signatures. Motion carried by roll call vote.

10. NEW BUSINESS

- A) PROCUREMENT POLICY/CREDIT CARD LIMIT – Discussion took place on the current procurement policy and the limits on purchases that require Board approval, as well as the limits on both the Clerk's and DPW departments credit cards. The treasurer commented that because of issues with purchases in the past, she would like there to be a better checks and balances policy. The Clerk commented that the current \$500.00 limit is not enough to accommodate larger purchases, specifically the annual Quickbooks payroll subscription, which costs over \$1,000.00. The Treasurer asked if there was a way to debit that amount from one of the township's accounts automatically. MOTION by Tarnaski, support by Randall to raise the limit on both the Clerk and DPW's credit cards from \$500.00 to \$1,000.00. MOTION carried by roll call vote.
- B) WATER PUMP STATION REPAIR – The Board was provided with a quote for valve repair at the water pump station on Sanders Road from Dorner Company in the amount of \$4,062.00. MOTION by Tarnaski, support by Randall to approve the quote and move forward with the repair. Motion carried by roll call vote. The Supervisor added a side note that he followed up with the comment about the water pressure being low in the Anvil location. Out of the 4 bladder tanks, 2 are leaking. The DPW department will see what they need to do to repair the leaks.

- C) TRAIL AUTHORITY REQUEST – The Board received a letter from Jerry Nezworski, GRTA President, asking for the Townships support in designating Trail 2 as a State of Michigan ORV route that would use part of Mill Street. Discussion took place of the speed at which the ORV’s go and the safety of pedestrians on Mill St, as well as who is liable should accidents happen. The Supervisor asked Mr. Nezworski if the GRTA would consider adding Bessemer Township as additionally insured. MOTION by Tarnaski, support by Selin, to table the issue until the Supervisor can contact the Township attorney on the liabilities and to also give the Supervisor a chance to reconnect with the City of Wakefield to ask if they have agreed. MOTION carried.

- D) DPW PURCHASE – WORK PLATFORM – A quote for a Titan Telehandler Work Platform Man Basket for \$2,374.97 was given to the Board to review. The basket is an attachment that would be used to make aerial tasks such as hanging flags or Christmas lights easier. MOTION by Tarnaski, support by Selin to approve the purchase. Motion carried by roll call vote.

- E) PAUD APPOINTMENT – The Board was notified that Mrs. Nina Kleimola’s term as the Township’s At-Large Representative to the PAUD Board will be expiring on October 1, 2024. Mrs. Kleimola has expressed interest in continuing to serve on the Board. MOTION by Tarnaski, support by Selin, to appoint Mrs. Nina Kleimola to serve as Bessemer Township’s At- Large Representative to the PAUD Board. Motion carried by roll call vote.

11. **TREASURER’S REPORT** – Balances were read in each of the Township’s accounts. The last day to pay taxes at the Township was September 16, 2024. All delinquent summer tax bills will now need to be paid at the Gogebic County Treasurer’s Office.

12. **APPROVE PAYMENT OF BILLS, PAYROLL & MILEAGE –**

FUND	CHECK NUMERS	AMOUNT
General Fund	# 17119 - 17151	\$21,416.97
Water Fund	# 22533 – 22539	\$7,619.66
Anvil Sewer	#	\$
Ramsay Sewer	#	\$
West End Sewer	#	\$
Blackjack Water		

MOTION by Tarnaski, support by Selin to approve the bills as presented. Motion carried by roll call vote. The Clerk informed the Board that she was awarded \$5,000.00 through the Center for Tech and Civic Living nonpartisan 2024 Rural and Nonmetro Election Infrastructure Grant Program. She plans to use the funds for upcoming costs associated with the November 5, 2024, General Election. Absentee ballots for the November election will become available to the public on Thursday, September 26, 2024.

13. **PUBLIC COMMENT AND OTHER BUSINESS** – Trustee Roberts announced that she received an email from Mr. Gilwim during the meeting. The email stated that additional funding is needed to complete the ramp at the post office and that the tentative opening date is the end of December 2024. A comment was made about the pages in the story book walk being out of order. Measurements will be taken for a pickleball net at the park.

14. **ADJOURNMENT** – MOTION by Roberts, support by Tarnaski to adjourn the meeting at 6:47 p.m. Motion carried.

These minutes are respectfully submitted:

Erin Berg, Township Clerk