

Michigamme Township
Planning Commission Minutes

January 13, 2022

Present: David Niemi, Julia Leake, Jan Anderson, Ruth Starr, Jason McCarthy (Zoning Administrator)

Absent: Terry McBride

Guests: Roger Zappa, Beth Koenig, Rhonda Boshears, William Seppanen, Chet DeRoche, Nicole Haskett, Don Peterson, Caron Christopherson, Gina Niemi, Raymond Butler, Diana Perry

Call to Order: 5:30 pm

- I. Pledge of Allegiance
- II. Approval of Agenda: Motion to approve: Ruth Starr, Second: David Niemi, Motion passes.
- III. Approval of Minutes of December 2, 2022: Motion to Approve: Ruth Starr, Second: David Niemi, Motion passes.
- IV. Old Business
 - A. Sign Ordinance – no action
 - B. Small Animals Ordinance
 1. Jason McCarthy provided language for revision of Proposed Small Animal Ordinance
 2. No action – More revisions needed to ensure the ordinance is enforceable
 - C. Marijuana Ordinance
 1. Roger Zappa, Township Attorney, clarified specific changes in the proposed ordinance he felt were necessary
 2. No action by Planning Commission – More information needed to make a good decision
 3. Public Information Session to be scheduled on January 26, 2022, at 6:00 pm
 - D. Master Plan
 1. Jason McCarthy recommends using Ryan Soucy to rewrite the plan
 2. Planning Commission members received copies of the 2017 Community Development Survey and were asked to recommend items that should be included in the new development survey.
 3. Survey must be ready to be included in the May mailing of the Township Newsletter.
 - E. New Vacation Home Rental Applicant
 1. Jonathan Houseman
 2. Planning Commission feels there is no problem with the contact person living 35 miles away.
 3. The application needs to be voted for approval at the next planning commission meeting.
- V. New Business
 - A. New Zoning Permits Issued – none
 - B. Change in use of Zoom: According to State Law, a member of the Planning Commission cannot participate or be counted for a quorum if attending via Zoom.
 - C. New Community Development Survey: To be written by the Planning Commission before April.
 - D. Lakeshore Preservation Webinar presented by EGLE: Julia Leake and Jan Anderson will attend.
- VI. Correspondence: None
- VII. Public Comment – Considerable public comment regarding the changes to the Marijuana Ordinance. Individuals felt the need for a Public Forum.
- VIII. Next meeting: February 10, 2022, at 5:30

Michigamme Township Planning Commission

Minutes of May 12, 2022

Present: Julia Leake, Terry McBride, Jolene Klumpp, Kay Frisk, Ruth Starr, (Zoning Administrator Erin Bertucci)

Call to order: 1800 hours

I. Pledge to Allegiance.

II. First order of business: Discussion; Motion to elect Jolene Klumpp as Chair Person by Julia Leake; Second: Kay Frisk. Motion to elect Terry McBride as Secretary; Motion by Jolene Klumpp Second by Ruth Starr.

III. No minutes to approve.

IV. Old Business:

1. No photos received from Chet DeRoche about blighted property near Arflin Lake reference December 2nd 2021 minutes.
2. Copies of sign ordinance handed out to board for new members to review.
3. March 21, 2022 letter not renewing Mr. McCarthy's contract signed by William Seppanen.

V. New Business:

1. Blight mentioned by Jolene Klumpp in reference to houses needing a painting. Erin gave an update reference nothing can be done about house painting. New blight worksheet passed out. Blight plan to be worked out after Dumpster Days. Erin mentioned to advertise to the public and walk around as a Quorum.

Erin spoke about Ely and Tilden townships complaint system; does not solve the problem. Delicate balance between neighbors. Julia spoke reference construction projects that need to be finished and passed out Planning Commission Annual report for 2021.

2. Shipping containers falls under garages. Erin recommended ordinance needs to be accomplished. (Solar and wind in the near future)
3. Julia copied and distributed Erin's *agreement for zoning services* beginning April 1, 2022 for one year. Terms and duties explained.
4. Erin handed out copies of Zoning Administrator Report. Spoke for 20 minutes reference results, actions and up to date approvals. Site Visits, Red Road, and Brown Road next week. She verifies setbacks. Arflin lake sauna needing to be 20 feet away from lake and garage building. Conditional use permit: letters, newspaper and public hearing. 3 dogs only utilizing state of Michigan Ordinance.
5. Homework: Review 5 year township survey development plan (most important). Review animal ordinance, sign ordinance, master plan and recreational plan.

6. Smaller version of zoning map requested by board.

VI. Correspondence: None

VII. Public comment:

1. Reference who to call when a complaint arises to the Supervisor: Call Erin at (906) 362-9799.
2. Barking dogs, number of cars in the yard, painting a house concern when one can't afford to.
3. Mother in law had worker volunteers help her to clean up trash.

VIII. Adjournment: 1933 hrs

IX: Next Meeting: June 9, 2022

Michigamme Township Planning Commission

Minutes of Jun 16, 2022

Present: Julia Leake, Terry McBride, Jolene Klumpp, Ruth Starr, (Zoning Administrator Erin Bertucci), absent: Kay Frisk

Call to order: 6:00 pm

I. Pledge to Allegiance.

II. First order of business: Approval of 16 June Agenda, motion by T. McBride, 2nd by R. Starr: Approval of May 12th Minutes, motion by R. Starr, 2nd by T. McBride. Both motions pass.

III. Old Business:

1. Jolene brought up the issue of the *blight ordinance* needing to be updated from 08/30/13.
2. Painting houses, deteriorating houses in need of repair to include broken windows on Main Street.
3. Erin mentioned volunteers to help out.
4. Julia reference junk still in yards being a bigger fish to fry. Members agreed to change violations.
5. Erin brought up civil infractions, blight cleanup cost go on the tax roll. Violations must be clear!
6. Julia wants to start with museum garage bldg. on township property to be torn down; as the liaison, she will mention to township board.
7. Blight tour, Green Rd, Schultz family; create a top 10 list to start (dangerous Bldg ordinance). Civil infraction discussion with present ordinance.
8. Week of Aug 22nd blight tour, publication out by 1 Aug 2022; Web site info; poster in Post Office and blight file to be created by Erin.
9. Shipping container ordinance, no tiny houses allowed should be noted. Not allowed in township development one! **Motion by Julia to start work meeting on ordinance July 14, 5:30 pm. Second by R. Starr. All in favor...Yes!**
10. Township Survey to be accomplished: change wording to be very clear. T. McBride to Jeremy for typing.
11. Reference K. Frisk Animal zoning ltr. Postponed; Motion T. McBride, second R. Starr.
12. Jolene: Reference **article V signs** and freedom of speech derogatory signs. Motion to move Article V "signs" to Township Board by Julia; second Ruth Starr: All Ayes!

IV. New Business:

1. Township resident survey re-accomplished.
2. Erin checking with Assessor reference B. Dogs BBQ.
3. ID name tag for Erin.

V. Correspondence: **None**

VI. Zoning Administrator report (Erin):

1. Zoning permit explained reference Pole Barn with assessor.
2. Site visits continue:
3. Complaints of He said/she said reference dog grooming business with no business license; additionally barking problem since 2009. Township could be sued if neglected. Not fair to dogs, neighbors, township, etc. Rules have to be followed!
4. Erin reached out to Sherriff's Dept and attorney Zappa reference noise. Zappa wants all info forwarded to him before any action.
5. Erin needs an ID Name tag to accomplish her mission professionally.

VII. Public comment:

1. Brought up construction noise traveling across the bay from Black Road.

VIII. Adjournment: 8:00 pm.

IX: Next Meeting: July 14, 2022: 5:30 pm working group.

Michigamme Township Planning Commission

Minutes of Jul 14, 2022

Present: Terry McBride, Jolene Klumpp, Ruth Starr, Kay Frisk, (Zoning Administrator Erin Bertucci), absent: Julia Leake

Call to order: 5:30 pm working group for container ordinance: No 1 stipulation prohibited in TD1 and residential area (Village).

1. Size constraints for accessory bldgs.
2. Aesthetics; no flaking of paint, no graffiti, no branding/large marking of company.
3. # of containers: Under 10 acres, only one: Over 10 acres; conditional use permit for two side by side units with a roof; No stacking of containers.
4. Follow "setback rules."

Homework: write up ordinance for next working group meeting on Aug 11th at 530 pm.

I. 602 pm Call to Order - Pledge to Allegiance.

II. First order of business: Approval of 14 July Agenda, motion by K. Frisk, 2nd by R. Starr: Approval of June 16th Minutes, motion by R. Starr, 2nd by T. McBride. Both pass.

III. Old Business:

1. Broken windows can be part of Blight tour. Railroad street bldg. owned by railroad to be researched.
2. Kay Frisk sent E-mail to Erin reference growing own food/ supporting ourselves with food in hard times. States we are violating right to farm act. Others sell their goods at Market in Michigamme. Farm act supersedes our ordinance reference chickens/eggs. Erin was in agreement.
 - a. T. McBride mentioned Laura Matteson advertising her community garden with no interest from anyone. Mentioned the previous board researched and discussed the animal ordinance reference chickens.
 - b. Jolene prefers to check with Julia reference animal ordinance and Erin will send ordinance to lawyer for clarification and final decision.
3. Erin brought up the Solar Ordinance that we need to be prepared for in the future. Someone bought up hundreds of acres north of Michigamme.
 - a. Mentioned sign ordinance; amendment to zoning ordinance, Animal ordinance and amendments for Solar need to be put on the Board agenda!
 - b. Erin needs clarification from attorney reference noise citation: Civil infraction ordinance; Attorney Zappa did not like it. She is waiting for clarification!

4. Michigan Townshio Development Survey: Motion to Approve by T. McBride, 2nd by K. Frisk.
5. Jolene explained the Planning Commission purpose to implement policy with development of growth.

IV. New Business:

1. Dangerous buildings need a contractor to examine. Broken/Missing windows: The old school bldg. for example
2. Erin checking on RV next to Maple Ridge. Needs name and do a letter of inquiry.
3. Cardinal Road Association reference Shed violation. (Verbridge)

V. Correspondence: None

VI. Public comment:

1. Asked about tickets issued.
2. In favor of chickens.

VII. Adjournment: 6:55 pm.

VIII. Next Meeting: Aug 11, 2022: 5:30 pm working group. (Shipping Containers)

Michigamme Township Planning Commission

Minutes of Aug 25, 2022

Chairperson Klump called the Container Ordinance working group to order at 5:30 PM.

Members Present: Julia Leake, Terry McBride, Ruth Starr, Kay Frisk, Absent; Zoning Administrator Erin Bertucci

1. Collective input from Draft Ordinance presented by T. McBride.
2. Draft changes to be accomplished, finalized for final typing, ordinance number and review by township attorney for board approval.

6:03 pm Call to Order - Pledge of Allegiance.

August 11, 2022 *Agenda*, motion to approve by K. Frisk, 2nd by R. Starr: Motion passed.

July 14, 2022 *Minutes*, motion to approve by R. Starr, 2nd by J. Leake: Motion passed.

Old Business:

A) Ten properties defined for follow up letter from Zoning Administrator:

1. 80 Green Road
2. 337 Maple St.
3. 445 S. Brook St.
4. 324 W. Main St.
5. 426 & 428 W. Railroad
6. 215 Mesnard St.
7. 338 W. Main St.
8. 203 S. Main St.
9. 203 S. Mesnard St.
10. 106 W. Railroad St.

B) Five properties noted for dangerous buildings.

1. 208 W. Railroad St. Half demolished
2. 1913 School: Broken windows
3. Off Railroad St. Half demolished small building (Owned by Railroad)!
4. Small garage with sliding door on Museum property with unlicensed vehicle in front.
5. Dangerous Bldg off Lake St. (Mentioned by K. Frisk).

C) Motion by R. Starr to have Zoning Administrator Erin send letters to Blight violators and owners of dangerous buildings; 2nd by T. McBride; motion passed.

D) Small Animal Ordinance, sending draft to Attorney/next level: Motion made by J. Leake, 2nd by R. Starr. Motion passed.

E) Solar energy review, page 44-45 of zoning ordinance. K. Frisk made motion to send draft Solar Energy Conversion system to Attorney. 2nd by R. Starr. Motion passed.

F) Reference Supervisor Boshears: Planning commission is in need of By-Laws.

G) Supervisor referenced conference in Marquette thru MTA, education with MSU/ Zoom. Oct 5th: 5 to 8 pm.

New Business:

a) Review outdoor storage Container Ordinance draft. Prepare draft for Attorney.

CORRESPONDENCE: None

PUBLIC COMMENT:

1. Request minutes from May 2022 on. Looking for trailers not allowed ordinance. NOTE: Argument became loud and out of control. Quelled by K. Frisk.
2. Fire pit concern.
3. Keep in mind fair housing act.
4. Home owner's property on Main Street goes to sidewalk.

ADJOURNMENT:

Motion by R. Star to adjourn meeting at 7:10 pm. Second by J. Leake; Motion Carried.

Next Meeting: Sep 8, 2022; 6:00 pm

John T. McBride, Secretary

Aug 31, 2022

Michigamme Township Planning Commission

Minutes from September 8, 2022

Call to Order: Meeting was called to order by Chair Jolene Klumpp, followed by the Pledge of Allegiance.

Members Present: Kay Frisk, Julia Leake, Terry McBride, Ruth Starr and Zoning Adm. Erin Bertucci.

Approval of Agenda: Terry McBride motioned to approve the agenda for September 8, 2022 with the following additions, Member introductions, Zoning Report and Sign Ordinance . 2nd by Julia Leake. 5 Ayes, 0 Nays; **Motion Passed.**

Approval of Minutes: Julia Leake motioned to approve the minutes from August 25, 2022 with the following corrections. Typo on members present and public comment. 2nd by Ruth Starr, 4 Ayes, 1 Nay, member Kay Frisk dissenting. **Motion Passed.**

Member Introduction: Chair Jolene Klumpp asked for members to give an introduction of themselves so we can get to know each other a bit. All members participated.

Old Business:

- A) **Blight Properties update:** Erin B. informed us that unsafe freezers and refrigerators are to be referred to the Sheriff's Dept. She needs to find out who actually owns some of the blighted properties. Citation, monetary fine, court then jail is the order. Up to \$500 citation max. In the past procedures were not followed. The process was not done properly. The Post Office will have record of refusal on certified letters.
- B) **Unsafe Properties update:** Township Supervisor is responsible to send the letters out. If not taken care of, local Inspector Pete Starkey gets involved. His fee is \$35.00 an hour and has to be approved by the Township Board.
- C) **Education Discussion:** discussion was held about the MSU continuing education classes. How they change and are 6-week courses. We need to work as a team with the education process.
- D) **New Emails:** Chair Jolene Klumpp gave us a new email. Joklumppppc@gmail.com Julia Leake is trustee1@michigammetownship.com
- E) **Disruptions:** Chair J. Klumpp reminded us that disruptive side conversations from the public during the planning meeting need to halt.
- F) **Container Ordinance:** Motion by K. Frisk for the Township Board to review the Container Ordinance; 2nd by J. Leake. 5 Ayes **Motion Passed**
- G) **Solar Energy Review:** Amendment to Solar Energy (Section 416) asked by Chair to move forward to township Board for approval. Motion by K.Frisk; 2nd by R.Starr. 5Ayes **Motion Passed.**

- H) Zoning Administrators Presentation: E. Bertucci did a power point about Public Hearings. Excellent, informative facts referencing conflict of interest, changes in the community etc. Hard copy to follow for each member.
- I) Sign Ordinance: Motion to move the Sign Ordinance to the Township Board by R. Starr; 2nd by T. McBride. 5 Ayes **Motion Passed**.

New Business:

- A) Agenda Items: All agenda items will go through the Chair. Supervisor may put items on the agenda.
- B) Ad-Hoc Committee: Chair J. Klumpp would like all of us to work on the bylaws, not an ad-hoc committee. A work session was scheduled for **September 20, 2022 at 9:00 a.m.** E. Bertucci will forward Ely Townships to members, we will reference Ishpeming, Republic and the ABC Townships.
- C) Zoning Report: E. Bertucci gave her written report covering permits, discovery, complaints, site visits, other and classes.
- D) Homework: Review Energy Wind Section (417)

Correspondence: None

Public Comment: Laura Mattson was glad to see set up in conference room. Added less stress for everyone. Chet DeRoche asked about multiple landowners on one property all getting blight citations? Yes, letters go to each owner.

Adjournment: Meeting adjourned at 7:46 p.m.

Next Meeting October 13, 2022

John T. McBride, Secretary

September 11, 2022

Michigamme Township Planning Commission

Minutes from October 13, 2022

Called to Order: Meeting was called to order by Chair Jolene Klumpp, followed by Pledge of Allegiance.

Members Present: Kay Frisk, Julia Leake, Terry McBride, Ruth Starr, Zoning Administrator Erin Bertucci.

Approval of Agenda: Terry McBride motioned to approve the Agenda as amended for Oct 13, 2022; (Oct 11, 9 am working group; Boats in the yard; and annual report for continuing education.) 2nd by Ruth Starr. 5 Ayes, 0 Nays; **Motion passed.**

Approval of Minutes: Ruth Starr motioned to approve minutes from September 8, 2022, 2nd by Julia Leake. Five Ayes, 0 Nays: **Motion passed.**

Board Comment: County Road Commission, Hot topic item reserved for time on Agenda, reference public comment; Ruth Starr will be absent in December. Erin will also miss December.

Old Business:

- A) Two working sessions completed reference Planning Commission by-laws.
- B) **Blight properties update:** Work in progress reference letters, lawyer, and cost.
- C) **Unsafe Properties:** Supervisor was contacted by Julia. Letters sent out reference Supervisor.
- D) Boats stored in Laura Mattson's yard. *30 day grace period.* Zoned TD 1 (Town Development one) all the way down Main St.
- E) Zoning Admin report. Arfelin Lake camp addition grandfathered in (Hendrickson).
- F) Motion by Ruth Starr to have Master Plan Survey go out with newsletter or taxes; 2nd by Terry McBride; Five Ayes 0 Nays: **Motion Passed.**
- G) **Trailer House Ordinance:** People can put up a trailer, manufactured home, mobile home. They are the same reference "HUD- Affordable housing." Julia noted we should not exclude Seasonal summer homes for "Snow Birds." Taxes and sewer fees for the township a positive. There are smaller Townships lots to be sold. Must adhere to all local codes.
- H) Motion by Kay Frisk for Board approval for an appointed secretary during Terry McBride's winter absent from December through April 2023. 2nd by Ruth Starr. Five Ayes 0 Nays. **Motion Passed.**

New Business:

- A) 5 pm. one hour working session on November 10, 2022 to complete Planning Commission By-laws.
- B) Zoning Report Update reference boats in yard.
- C) Energy Wind update: More information needed reference zoning.
- D) Erin's monthly zoning report.
- E) Appointed Secretary info.

CORRESPONDENCE: None

PUBLIC COMMENT (3 Minute time limit): None

ADJOURNMENT: Meeting adjourned at 7:47 pm.

Next Meeting: Nov 10, 2022; 6:00 pm

John T. McBride, Secretary

Oct 17, 2022

Michigamme Township Planning Commission

Minutes from November 10, 2022

Called to Order: Meeting was called to order by Chair Jolene Klumpp, followed by Pledge of Allegiance.

Members Present: Kay Frisk, Julia Leake, Terry McBride, Ruth Starr, Jolene Klumpp: Absent
Zoning Administrator Erin Bertucci.

Approval of Agenda: Julia Leake motioned to approve the Agenda for November 10, 2022; 2nd by Ruth Starr. 5 Ayes, 0 Nays; **Motion passed.**

Approval of Minutes: Ruth Starr motioned to approve minutes from October 13, 2022, 2nd by Julia Leake. Five Ayes, 0 Nays: **Motion passed.**

Correspondence: Carolyn Hendrickson Petition for a Variance from Zoning Administration Erin Reference Chairperson Jolene.

Board Comment: None.

Old Business:

- A) Blight Ordinance update from Jolene. Blight letters to go out. Lengthy Discussion.
- B) Reference cover letter for survey, no self-addressed envelope: Need to hire CUPPAD to compile survey.
- C) After 5 pm By-Laws working group: Motion to approve Planning Commission By-laws by Julia and 2nd by Kay: Five Ayes, 0 Nays: **Motion passed.**

New Business:

- A) Wind Energy: Jolene mentioned NMU is reaching out. Kay provided L'Anse Township Zoning Ordinance. Homework was to compare to our rough draft.
- B) December 8th meeting rescheduled to Dec 7th.
- C) Laura Mattson for Secretary update reference Conflict of interest.
- D) Land Bank Discussion.

PUBLIC COMMENT {3 Minute time limit}: None

ADJOURNMENT: Meeting adjourned at 7:47 pm.

'Next Meeting: Dec 7, 2022; 6:00 pm

John T. McBride, Secretary

Nov 16, 2022

Michigamme Township Planning Commission

Minutes from November 15, 2022, **Special Meeting/Working Group**

Call to Order: Meeting was called to order 9:06 am by Chair Jolene Klumpp, followed by Pledge of Allegiance.

Members Present: Julia Leake, Terry McBride, Kay Frisk, Ruth Starr, Jolene Klumpp:

Approval of Agenda: Julia motioned to approve the work session Agenda, 2nd by Terry. All in favor, 5 Ayes, 0 Nays; **Motion passed.** No minutes to approve:

Correspondence: None

Board Comment: Julia reported she and Terry researched top ten blight violators on 13 Nov for the working group preparation. Julia coordinated that session with Supervisor Boshears.

Old Business: None

New Business:

- A) Julia called Cindy Dodge from MTA, and all board members heard her comments from the speaker phone and some asked her questions: Blight is not a zoning problem; need an ordinance blight officer; Planning Commission has nothing to do with blight; we need a general ordinance enforcer, blight is an ordinance. Two job descriptions, Ordinance Enforcement and Zoning Administrator. Lengthy discussion reference Erin's job description.
- B) Julia made a motion that we per recommendation from MTA Cindy Dodge *table* the active blight compliance process until hiring a new zoning enforcement officer. Seconded by Kay: All in favor, Five ayes 0 nays: **Motion passed.**
- C) Adding 366 E. Main St. to dangerous bldg. list: Property ID 52-09-319-021-00; Kay made a motion to let Supervisor Boshears add another dangerous building to the list. 366 E. Main St. Seconded by Terry. All in favor, Five ayes 0 nays: **Motion passed.** Updated Letter to Supervisor by McBride.
- D) **GOOD NEWS:** Julia received a call from the "Grant Lady" of Marquette County Land Bank. She will be back in town after the 18th and will confer with our board. What's the process? Need pictures? If she attends our board let's be ready with some info!
- E) Julia will call the railroad reference that dilapidated bldg. on railroad St.
- F) Lengthy discussion of boats in yard at 316 W. Main St; (Daniel Mattson) property ID #52-09-520-015-00. Discussed Nov 10, 2022 zoning report with established ordinance. We Relocated out of the office at 10:38 am and had to regroup. Worked on language of letter with Chair Jolene to type and mail. Ruth made a motion to mail approved letter certified to Mr.

Daniel Mattson 310 W. Railroad St. concerning *Zoning Compliance Permit* dated 11/3/22.
Seconded by Julia, all in favor. 5 ayes 0 nays: **Motion passed.**

- G) Carolyn Hendrickson's Petition for a Variance with no payment fee. Again a very lengthy discussion. Letter by Chair to be sent with fee schedule to Mesa, AZ address. Motion by Kay to send letter to Carolyn Hendrickson in reference to Petition for Variance with fee schedule. Second by Julia, all in favor, 5 Ayes, 0 Nays: **Motion passed.**
- H) Reference conflict of interest (Laura Mattson), Chair Jolene to complete minutes for next board because of our need of a secretary. Julia motioned to have Chair Jolene tape record minutes for December meeting to include Agenda. Seconded by Ruth. All in favor, 5 Ayes, 0 Nays. **Motion Passed.**

Public Comment: Debbie Kinnunen, prior Administrator Assistance offered her knowledge from past employment to solve numerous questions/discussions. Debbie additionally offered to transcribe the minutes for the board.

Adjournment: 11:29

Next Meeting: Dec 7, 2022

John T. McBride, Secretary

16 Nov 2022

Michigamme Township Planning Commission

Minutes from December 7, 2022

Call to Order: Meeting was called to order at 6:01 by Chair Jolene Klumpp, followed by the Pledge of Allegiance.

Members Present: Jolene Klumpp, Kay Frisk and Julia Leake

Approval of Agenda: Chair J. Klumpp wanted to have public comment added after correspondence before board comment on a regular basis. Motion made by K. Frisk to approve the agenda with the addition of public comment on agenda items only. Seconded by J. Leake, All in Favor

Approval of Minutes: Motion made by J. Leake and seconded by K. Frisk to approve the minutes from November 10th with the addition of J. Klumpp to the members present and under New Business “H” change Dr. Jolene to J. Klumpp on two spots. For the November 15th minutes the addition of J. Klumpp to members present and under New Business item “F” change the word “booted” to “We relocated” All in Favor

Correspondence: Letter from the office concerning the budget requests turned in by January 31st. CIP scoring will be held in February with no dates set at this time. We will be informed when they are set so we can schedule to attend. Discussion was held about getting the budget done in January.

Public Comment: None

Board Comment: J. Leake commented that now we have our bylaws done we need to add a signature page with a date they were voted in, then we can send them to the County Clerk, and post them on the Township Website. J. Klumpp will get this to Jeremy to complete. K. Frisk commented that she has received an amended portion to the L’Anse large wind energy ordinance and will get a clean copy for all of us to review in January.

Old Business:

1- Hendrickson's Variance Letter: J. Klumpp reported that certified letter was sent on November 16th and returned on December 7th. After discussion it was discovered that the address it was sent to was wrong. J. Klumpp will resend with the correct address.

2- Mattson Zoning Compliance Permit: J. Klumpp reported that the letter was sent on November 16th, arrived in Michigamme on the 17th and sat for 9 days before being signed for on the 26th. J. Klumpp asked the postman why it was signed for by L. Mattson not D. Mattson, isn't that against the law to sign for anyone else's mail? The postman said L. Mattson is an agent for D. Mattson and can sign for him. With the new date then being December 16th when the 15 days to comply are up. K. Frisk said that there are avenues that residents have until the 15 days are up. If we do not hear from the resident, we send it to the board since we do not have an ordinance enforcer. K. Frisk says the letter can be postdated the 16th. She also thinks that the attorney has to review it first. It was decided that J. Klumpp will look at the mail on the 19th. J. Leake will call B. DellAngelo about the process to make sure.

3- Dangerous Buildings: J. Leake reported that she spoke with the railroad about the building on the north side of railroad street. It is on RR property and they will refer it to their legal department and they will probably tear it down. J. Leake also spoke with the RR about the spaces being used by many residents for parking on the north side of RR street. This will have to be looked into as far as blight occurring on this RR property for the entire stretch of RR Street. They knew of no legal agreement (prior legal advice) with the RR, mentioned in the blight file. A new house was submitted to the dangerous buildings list, 366 East Main, on November 16th. J. Leake feels the TB should look for a new building inspector since the one we have in mind has not been able to do it as of this date.

4- CUPPAD: Letters to and from Ryan Soucy were shared with all concerning the Master Plan. Discussion was held about starting to dig in on the Master Plan in January.

New Business:

1- Annual Report: Discussion was held about what T. McBride has already done for the report. We made notes on changes and additions and will revisit this document again before it is due in the spring. K. Frisk has information from citizen planner that will help with this report and items needed for the Master Plan.

2- Interview Questions: We went over the “Think on Your Feet” questions and rated the top ones we liked. They can be adjusted to better fit the actual ZA-OE position.

3- Township Newsletter: We will prepare something for the spring.

4- Land Bank: J. Leake reported that Anne Giroux at the land bank has given us a bit more time to submit buildings to the list. They will meet on Dec. 17th for the final list decisions. We will submit the township garage located near the post office. P. Peterson will be contacted to see if he is interested. J. Leake will speak with him and explain how it works.

Public Comment: None

Adjournment: