

Clerk, Tami Hillis  
Treasurer, Marsha Nurkala

Supervisor,  
Julia Leake

Trustee, Trudy Seppanen  
Trustee, John Gregg

**Michigamme Township**  
**202 W Main, Po Box 220**  
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**Michigamme Township Board Meeting**  
**Location: Community Building**  
**Date & Time: March 10, 2025, at 6:00 PM**  
**Minutes**

Guests: Virginia Olson, Carla Skytta, Debbie Kinnunen, Kathi Hanson, Brad Delongchamp, Joan Carlisle, Paul Olson, Don Leake, Bill Seppanen, Viki DeMars.

- I. Call To Order – The meeting was called to order by Supervisor Leake at 6:00 pm.
- II. Pledge Of Allegiance – Recited.
- III. Roll Call – Present: Trustee Seppanen, Treasurer Nurkala, Supervisor Leake, Trustee Gregg, Clerk Hillis.
- IV. Approval of Agenda – Under New Business, Leake requested to add #7 Marquette County Road Commission Dust Control and Hillis requested to add #8 Resolution to Approve Budget Amendment for FY 2024-2025. Under Old Business, Nurkala requested to add #3 BS&A Payment System. Gregg made the motion to approve the agenda with the three additions, seconded by Seppanen. All in favor, 5 ayes. Motion passed.
- V. Approval of Minutes – February 10, 2025 – Motion by Gregg to approve the minutes, seconded by Hillis. All in favor, 5 ayes. February 13, 2025 – Motion by Leake to approve the minutes, seconded by Seppanen. All in favor, 5 ayes. February 27, 2025 – Motion by Seppanen to approve the minutes, seconded by Nurkala. All in favor, 5 ayes. Motions carried.
- VI. Treasurer’s Report – Gregg made the motion to approve the Treasurer’s report, seconded by Seppanen. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- VII. Bills To Be Paid – Hillis requested to add 4 bills: lawyer (Fahey Schultz), PFN, notary bond (Hannula), and cabinets (Home Depot). Nurkala made the motion to approve the bills to be paid and checks issued, seconded by Gregg. Roll Call Vote – Nurkala – Aye, Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.

- VIII. Public Comment – B. Seppanen, D. Kinnunen.
- IX. Board Comment – Leake, Hillis, Nurkala.
- X. Correspondence –  
1. Internet at the Museum
- XI. Committee Reports –  
1-Fire Board – Seppanen gave report.  
2-Planning Commission – Gregg gave report.  
3-DDA – Leake gave report.  
4-DPW – No report.  
5-Michigamme Area Seniors – Virginia gave report.
- XII. Old Business –  
1-Fourth of July activities – K. Hanson gave update. Requesting more volunteers.  
2-Scott Kenney, accountant update – Board members received a report in their board packet.  
3-BS&A Payment System –Nurkala made the motion to add the integrated payment into the BS&A package to replace GOVPRO once BS&A goes active, seconded by Gregg. Roll Call Vote – Nurkala – Aye, Gregg – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.
- XIII. New Business –  
1-Final Review and Approval of Receptionist and Administrative Assistant Job Descriptions – Receptionist job description dated March 7, 2025: Nurkala requested adding the ability to take incoming tax payments and print off tax receipts and bills in BS&A. Administrative Assistant job description dated February 7, 2025: Leake requested removal of negotiates utility cost annually. Nurkala made the motion to accept the administrative assistant job description with the removal of #11, seconded by Seppanen. All in favor, 5 ayes. Motion passed. Nurkala made the motion to accept the receptionist job description with the addition of #29, seconded by Hillis. All in favor, 5 ayes. Motion passed.  
2-MTA Online Subscription Renewal Choice – Gregg made the motion to approve the Plus Package, seconded by Nurkala. Roll Call Vote – Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.  
3-Upgrading Phone System Options – Gregg made the motion to accept the proposal prepared by Guide Star, seconded by Seppanen. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Motion carried.  
4-Review and Update of Township Policies – No motion required, information only.  
5-Posting For Summer Worker(s) – Gregg made the motion for permission to post for hiring summer workers, seconded by Leake. All in favor, 5 ayes. Motion passed.

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6-Available Township Lots – No motion required, information only.

7-Marquette County Road Commission Dust Control – Motion by Gregg to approve the dust control agreement, seconded by Nurkala. Roll Call Vote – Gregg – Aye, Nurkala – Aye, Seppanen – Aye, Leake – Aye, Hillis – Aye. Motion carried.

8-Resolution to Approve Budget Amendment for FY 2025-2025—Motion made by Gregg to amend the FY2024-2025 budget to the amount of legal expenditures and revenues, seconded by Hillis. Roll Call Vote – Gregg – Aye, Seppanen – Aye, Nurkala – Aye, Leake – Aye, Hillis – Aye. Supervisor Leake declared the motion passed on the 10th day of March 2025.

XIV. Public Comment – B. Seppanen, V. DeMars, D. Kinnunen.

XV. Board Comment – Gregg, Hillis, Nurkala, Leake.

XVI. Adjournment – Gregg made the motion to adjourn the meeting, seconded by Nurkala. All in favor, 5 ayes. Motion carried. Meeting adjourned at 7:44 pm.