

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

January 14, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, and Trustees Chad Skinner and Mike Bjork. Treasurer Sheri Skrzyniarz was absent.

Attendees: Dan Kurtz, Dave Smith, Jackie and Dan Rosek, Rick Herman, Stacy Waters, Jeff Seppala, Stosh Wosit and Logan Stauber.

Changes to agenda: None.

December Meeting Minutes - Stands as written

Treasurer Report: The Treasurer's report for December was reviewed.

Clerk's Report: Jan informed the board that Sheri's printer/copier stopped working and we need to order a new one. *Road Commission contracts have not been corrected by the Iron County Road Commission regarding Homecroft Road repair for 2020. They said they are too busy to correct at this time. *Board of Review dates for the March meeting need to be changed to March 11th and 12th. The resolution covering the change was made by Jan and seconded by Chad. Roll call: Mike - yes; Jan - yes; Frank - yes; Chad - yes. *March meeting date needs to be changed. It is currently scheduled for March 10th which is the Michigan election. Board members will review their calendars and we will finalize a date at the February 11th meeting.

Accounts Payable & Payroll Review: Chad made the motion to accept the list and was seconded by Mike. All in favor. It is noted that Mike had reviewed checks #28087 through 28127 from the General Fund.

Supervisor's Report: Frank reported that he attended the Road Commission meeting that morning. He requested an explanation from them regarding the poor quality of the road repair done on Cty 424, east of Alpha to US2. They were not sure why the road buckled but any work planned for that section is not scheduled for another 15 years. The Township Board feels this is unacceptable and wants the Board of Commissioners of the Road Commission to hold the contractor responsible and to give us an explanation of what happened. Frank will work with Jan to have a letter sent requesting engineering detail of why this happened and what will be done to repair it.

Fire Department Report: Andy reported that he was on a call because a tree fell on a powerline during an ice storm. He had requested an assist three times for a sand truck from the Road Commission. They never showed up. Frank will address this concern at the next Road Commission meeting. *The Department decided that they would like to continue working on the 4th of July parade with serving ice cream and cracker jacks after the parade.

Zoning Admin. Report: Jeff reported increased activity of marihuana inquiries. *He also will be attending zoning administrator certification classes down state on February 6th & 7th.

Planning Commission Report: Chad stated that the Planning Commission continues to work on a new Recreation Plan. Rick requested that the Board consider setting funds aside to address more property improvements within the township. Chad stated that there are grants that could be applied for however the township would still need matching funds. Putting some funds aside to address that issue would be beneficial. The Board will address the issue at our budget meeting.

ICECA Report: Paul Schuytema may be attending our February meeting.

Maintenance Report: A new Bara Road sign is up.

Unfinished Business:

Chloride Program: After a discussion, it was determined that we would not move forward with this project at this time.

Recreational Marihuana Ordinance: Jan continues to work with our attorney to get the ordinance completed.

New Business:

4th of July: Frank will contact vendors for the availability of fireworks in Alpha. He will then meet with the Village Board to discuss what their intentions are regarding all 4th of July activities including their intentions regarding the continuation of fireworks.

ZBA Membership Renewal: A request was made by Stu Creel to remain on the Zoning Board of Appeals for another 3year term. Frank made a motion to accept his request and the motion was seconded by Mike. All were in favor.

Other Business:

Public Comment: Jan noted Election Inspector training will be February 12th & 19th at the courthouse.

*Any resident can now request an application to vote via an absentee ballot. A reason to vote this way is no longer needed. *Jan also informed the Board that the State of Michigan is pushing townships with multiple precincts to consolidate them. They feel any precinct with less than 2,500 people should consolidate especially now since anyone can vote using an absentee ballot. Jan wants to reach out to all residents of Camp 5 before a Board decision is made.

Mike wanted it noted that anyone signing a legal document should make sure to write out the entire year as "2020" instead of just using "20" which can be changed by outside parties.

The meeting was adjourned at 6:22 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

February 11, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Andy Fleming, Dave Smith, Jackie and Dan Rosek, Rick Herman, Stacy Waters, Jeff Seppala, Jerry Divine, Renee Saudan, and Jon Pickart.

Changes to agenda: None.

January Meeting Minutes - Stands as written

Treasurer Report: The Treasurer's report for January was reviewed.

Clerk's Report: *Policy Manuals will be reviewed in April. *Andy and Jan had their meeting w/Par Plan. *Election classes are underway and the Public Accuracy test will be on the 24th. *Joanne will be going to Marquette on Thursday to begin the process to get accredited as Deputy for Elections.

Accounts Payable & Payroll Review: Mike requested Jan to verify whether or not the township can pay for an unusual expense of \$412.20 incurred to send Joanne to Election Accreditation class. It is noted that Mike had reviewed checks #28142 through 28175 from the General Fund. *Sheri made the motion to accept the list and was seconded by Chad. All in favor.

Supervisor's Report: Frank reported that he attended the Road Commission meeting that morning. He reported that a discussion took place regarding our letter sent requesting an explanation regarding the poor quality of the road on County 424, east of Alpha to US2. They said they were going to wait until spring to see if the bumps go down. If not, they will review the issue at that time. *Frank received a call from a Stager Lake resident with a concern that the road crew working on US2 next summer will take water from the lake. They asked the Board to put up a sign indicating that taking water from the lake is prohibited. Frank will check with the Road Commission regarding this issue.

Fire Department Report: Andy reported that there was one fire call in January - a snowmobile fire. *The Department hosted a meeting for the Sheriff's Department to report on drug awareness and exposure during fire calls. *Andy asked the Board to consider not allowing Butane Hash Oil extraction methods within the township - possibly add it to our marihuana ordinances. Mike suggested we consider addressing it as a whole and not allowing it in any industrial business. Board will look into this issue. *Andy asked the Board for direction regarding Truck #5 - repair or replace. Frank indicated that we will be discussing the issue at our budget meeting. Andy was asked to include an estimate to repair the truck as well as an estimate for the cost of a used truck to be included in the annual Fire Dept report for our budget meeting.

Zoning Admin. Report: Jeff reported that activity continues regarding marihuana issues. He also had a question regarding a land division. *Jeff attended zoning administrator certification classes. He needs to take the final exam to complete certification.

Planning Commission Report: Chad stated that the Planning Commission is finalizing their work on the Recreation Plan. They should have a draft to us by next month. The Board will address the issue at our budget meeting. *As of April, the Planning Commission will begin meeting every other month unless the Board needs their help on a special project.

ICECA Report: Mike reported that they are in the process of finalizing their annual budget.

Maintenance Report: Dan reported he is working on projects in the township hall. He will complete the office furniture build and will then start on the main conference room. Paint, redo the floor etc.

ZBA: Sheri reported that there was a training for ZBA members. Sheri learned that ZBA and Planning Commission minutes need to be specific with information. Sheri will get a copy of her paperwork to the Planning Commission.

Unfinished Business:

Recreational Marihuana Ordinance: Jan passed along a draft received from our lawyer. *Jerry Divine asked if the draft could be made public before the Board approves it. After discussion, no determination was made how the Board will handle the request.

New Business:

March Meeting Date: After discussion, it was determined that our monthly meeting would be held on Monday, March 16th at 5:30 and the annual budget meeting will be held on Monday, March 30th at 12:00.

Annual Resolutions: Jan presented the following annual resolutions for approval:

- Ryan Law Offices as legal representation - resolution supported by Mike. Roll call: Sheri - yes; Chad - yes; Mike - yes; Jan - yes; Frank - yes.
- Township Board 2020-2021 Meeting Schedule - resolution supported by Sheri. Roll call: Frank - yes; Sheri - yes; Chad - yes; Mike - yes; Jan - yes.

Other Business:

Public Comment:

The meeting was adjourned at 6:58 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

March 16, 2021

Supervisor Frank Siewiorek called the meeting to order at 1:00 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Stacey Watters, Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Jackie Rosek, Joanne Burns and Andy Fleming.

Changes to agenda: None.

February Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report was reviewed.

Clerk's Report: Jan informed the Board that we have started the process to update local businesses on our website. We will be adding service numbers in the area as well. *Our millage election will be held in November.

Accounts Payable & Payroll Review: Mike reviewed checks #29070 - 29134. Chad made a motion to accept the A/P and the motion was seconded by Stacey. All in Favor.

Supervisor's Report: Frank stated the Board of Review meetings went well.

Fire Department Report: Andy presented his report. *Training was held on 2/15. *Andy stated they have a problem with road signs and fire numbers. Frank will look into the issue.

Zoning Admin. Report: Jeff was not in attendance and his report was emailed to the board.

Planning Commission Report: The Planning Commission did not meet in March.

ICECA Report: The Board had received the ICECA monthly report. No open issues.

Maintenance Report: No new updates

Unfinished Business:

Zoning Administrator Follow Up Visits: The follow up criteria is listed on the Zoning Compliance Application. Frank will follow up with Jeff to ensure that this step is being followed. He should be doing the same for any variances granted by the Zoning Board of Appeals as well.

RV Parking in the Ball field in Alpha: After discussion, it was determined that we would forego having any parking by RV's that may be passing through the area.

Assessor Report: Frank spoke to Kim Schmidt regarding his report last month. Kim informed Frank that the total property review planned for this year had not taken place yet.

New Business:

Millage Verbage: After review, Chad made the motion to accept the millage proposal as written. The motion was seconded by Mike. All In Favor.

Forest Park Graduation Party: It was decided that Mastodon Township would donate \$100 in gift cards from Logan's Restaurant.

MC3 Botanical - 6 month Extension: After discussion, Mike made the motion to give them a second 6 month extension on their application. The motion was seconded by Jan and all were in favor.

Budget Resolution: After discussion, it was decided to accept the budget changes that needed to be made as presented by Jan. Frank seconded the motion to accept. Roll call vote was as follows: All ayes: Mike, Jan, Frank, Stacey, and Chad.

ZBA Membership Request: The term filled by Sheri Skryzniarz on the Zoning Board of Appeals has ended. She has requested to continue on serving. Frank made the motion to accept her renewal and the motion was seconded by Chad. All were in favor.

Firefighter Application for Approval: Upon completion of Cadet Program, Damion Cornelia has requested to join the Fire Department as a new firefighter. Mike made the motion to accept his application and the motion was seconded by Chad. All were in favor.

Recreational Marihuana Ordinance Change: Glazed and Confused asked the board to consider adding Temporary Marihuana Events to our Ordinance. It was decided that the Board needed time to review the Ordinance and tabled the discussion until the next meeting.

Mutual Air Box Alarm System: Andy requested that the Board review a document that would allow a wider range of mutual aid in firefighting. He also had a video for the Board to review. The Board asked for time to review so it was tabled until the next meeting.

Annual Resolutions: The first one Jan presented regarding retaining our legal council of Peter Ryan Law Offices. The resolution was seconded by Chad. Roll call vote were all ayes: Frank, Stacey, Chad, Mike, and Jan. The next resolution presented regarding our monthly meetings. After discussion, it was determined that we would have one meeting at Camp 5 this year which will take place in August. All other monthly meetings will continue to be held at the main township hall at 5:30 every second Tuesday. The resolution was seconded by Mike and a roll call vote was taken. All ayes: Jan, Frank, Stacey, Chad, and Mike.

Other Business: Mike mentioned that Mastodon Township will be getting a Stimulus check in the amount of \$60,625. We will include it in our budget.

Public Comment:

The meeting was adjourned at 2:40 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

March 24, 2020

BUDGET HEARING MINUTES OF THE MASTODON TOWNSHIP BOARD

Supervisor Frank Siewiorek called the meeting to order at 12:00 p.m. Board members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, Trustee Chad Skinner and Trustee Mike Bjork. Absent: None. Public Attendance: Dan Kurtz - Township Maintenance; Andy Fleming - Fire Chief

New Business:

Coronavirus: After discussion, it was determined that Mastodon Township would follow the Executive Order #2020-21 issued by Michigan Governor Whitmer. We will temporarily close the hall to the public but the office would remain open to assist all tax payers.

Budget Resolutions: Two resolutions to adjust 2019-2020 budget numbers were presented by Jan. The resolutions were seconded by Mike. A roll call vote was taken. Frank - yes; Sheri - yes; Chad - yes; Mike - yes; and Jan - yes.

Budget Review and Approval: The following was approved as 2020/21 budgeted numbers for each cost center: Revenue total projected: \$368,600.00. Salaries were reviewed and the following changes were made:

- The Deputy Clerk received a \$1.00/hr. increase.
- The Zoning Administrator position received \$75.00/mo. increase.

Individual cost centers were reviewed and total annual costs projected were as follows:

- Supervisor - \$19,910; Trustees - \$8,700; Elections - \$14,775; Township Office - \$36,900; Assessor - \$27,250; Clerk - \$22,225; Deputy Clerk - \$8,200; Board of Review - \$1,550; Treasurer - \$23,115 and Deputy Treasurer - \$1,100; Township Hall - \$67,400; Garage - \$8,000; Cemetery - \$2,500; Garbage Program - \$20,250; Library Program - \$1,000; Fire Department: \$113,200; Zoning/Planning - \$13,800; Street Lighting - \$3,600; Buck Lake Park - \$7,450; Stager Lake Park: \$14,750; Recreation - \$3,600; Camp 5 Community Center - \$3,550; Camp 5 Park - \$500; Employee Benefits - \$4,000.

The 2020/21 budget for the General Fund had expenditures at \$427,325.00

It was determined that we would transfer \$40,000 from our savings account to the savings account set up for a fire truck. The Board also made the determination that a new savings account will be set up for use towards implementing our new Recreational Plan. A transfer in the amount of \$7,500 will be made to this new savings account.

The Road Fund showed \$130,900 in revenue and \$104,500 projected for expenditures.

Dunn Mine's fund was reviewed. There will be \$1,600.00 in revenue and \$350 projected in expenses. Any additional expenses incurred will be paid with funds taken from their savings account.

The Mastodon Township General Appropriations Act resolution was put on the table. A motion was made by Sheri to accept the Resolution and seconded by Chad. The roll call vote was as follows: Jan Lemke - yes; Frank Siewiorek - yes; Sheri Skrzyniarz - yes; Chad Skinner - yes; and Mike Bjork - yes.

Meeting adjourned at 3:17p.m.

Respectfully Submitted,

Jan Lemke
Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

May 12, 2020

Supervisor Frank Siewiorek called the meeting to order at 4:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Andy Fleming, Dave Smith, Joanne Burns, and Renee Saudan.

Changes to agenda: None.

March Meeting and Budget Meeting Minutes - Both stand as written.

Treasurer Report: The Treasurer's report for April was reviewed. Sheri will review tax collection policy with MTA.

Clerk's Report: *Preparing for the August election. Waiting to see what the State regulations will be as we get closer. *We want to acknowledge that there are 5 women in the township that have been busy making masks for not only the local hospitals but our fire department, our office personnel, and anyone in the township needing masks for themselves. There are not enough words to thank them for their help. *We have been attending webinars on how to properly reopen the township hall, our parks, etc. when the State of Michigan gives the OK to do so. *Received approval to put an ad in the "Health Resources 2020" booklet being put out by the Reporter. *Jan will be preparing a letter for residents informing them of the Absentee Ballot procedures in place to protect voter confidentiality.

Accounts Payable & Payroll Review: Mike reviewed checks #28320 through 28390 from the General Fund. Sheri made the motion to accept the list and the motion was seconded by Chad. All in favor.

Supervisor's Report: Frank contacted the DEQ regarding the removal of water from Stager Lake. They suggested that we put signs up saying that it is prohibited to remove water. *Frank attended the Iron County Road Commission (ICRC) meeting. All of our road work is scheduled to be completed. Jan stated we do not have a signed contract with them for we are waiting for them to correct the contract sent last fall. Doug assured Frank that he will contact Jan to correct the contract. ICRC will not be doing any crack filling this year. All gravel roads have been graded.

Fire Department Report: Andy presented the fire department monthly report and stated that there was one fire call in April. *Frank will be attending the Alpha meeting and would like to address the hydrant issue in the Village. Andy will get a copy of the documentation given to Steve Martin regarding this issue.

Zoning Admin.Report: Jeff emailed his report to the Board.

Planning Commission Report: Chad stated that the Planning Commission did not meet in April.

ICECA Report: Mike reported that Paul Schuytema has resigned.

Maintenance Report: Frank informed Dan that roads are graveled and ready for chloride. *The new docks for Stager Lake have been ordered.

Unfinished Business:

Recreational Marihuana Ordinance: The Board reviewed questions that came up regarding how and when to handle renewals of licenses. It was determined that renewal dates would be one year from date of Board approval. *A discussion took place regarding whether or not Mastodon Township should establish a 'scoring rubric' to process applications. It was determined that the Board will review the draft we have started and will discuss at our next meeting.

New Business:

Antenna at Camp 5: A Camp 5 resident informed the Board that they were willing to take the unused antenna tower at the Camp 5 hall. After discussion it was determined that Jan will prepare a document for the resident to sign indicating that what is available is strictly 'scrap metal' for the antenna tower is no longer usable. Also, the document will address the fact that the resident is responsible for all liability in dismantling and moving the scrap metal.

Township Spending: The Board discussed whether or not we need to put a hold on some of the projects planned for this year due to the COVID-19 issue the Country is dealing with. It was determined that we would put all unnecessary spending on hold until further notice. Jan suggested that the Board review the Capitol Outlay spending authorized at our Budget Meeting held in March.

Social Media Policy: It was determined that we need to add a social media policy to our existing Mastodon Township Policy Manual. The Fire Department has a Facebook page and the Township may want to start one as an additional means to get information out to our tax base. Samples have been distributed and will be reviewed by the Board and finalized at our June meeting.

GIS Communication: An issue was brought before the Board regarding communication between our GIS provider, our Assessor, and the Township Board. After discussion, it was determined that Mastodon Township wishes to have all GIS data information, including the assessor cards, published on our website. If there is difficulty in getting the information, the GIS provider must communicate the issue with the Board. Sheri will contact the GIS provider to provide the above information. The Mastodon Township Online GIS Data Information To Be Published form will be signed and a copy sent to the GIS provider and our assessor.

Work on Buck Lake Park Road: A quote was received from Fahrner to grade our two parking lot areas with 200 tons of 22a gravel. Dan will contact Fahrner to get more specifics on all areas that need to be done.

Other Business: Dan asked about putting in a keypad on the outside and inside doors for entry into the office area as well as the garage area. All agreed we have to have better security to protect our files. Andy also asked for a replacement for the fire department entry. There is no key available in case of emergency. It was OK'd to go ahead with a new lock for the fire department.

Public Comment:

The meeting was adjourned at 6:10 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

June 9, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Andy Fleming, Mary Bjork, Joanne Burns, Kathy Carlson, Steve Martin, Stu and Julie Creel, and Renee Saudan.

Changes to agenda: None.

May Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for May was reviewed.

Clerk's Report: *Received signed letter from Sue Neyrinck regarding scrap metal pick up at Camp 5 Hall.

Accounts Payable & Payroll Review: Mike reviewed checks #28402 through 28485 from the General Fund. Sheri made the motion to accept the list and the motion was seconded by Chad. All in favor.

Supervisor's Report: *Frank attended the Iron County Road Commission (ICRC) meeting. They will check on damage on Jule Lake Road. They have started work on Rainbow Park Road. Buck Lake Road is scheduled for work next year. *Frank stated he received a call regarding no chloride on Lower Dam Road. He said it was a public road and therefore the Road Commission needed to put chloride down. He will call the resident back and explain the situation. *Frank attended Village of Alpha meeting to update their board on the 4th of July activities, discuss using the ball park, and use of fire hydrants. It was determined that the ball park mostly falls on the township land and we will want liability waivers signed before it is used.

Fire Department Report: Andy presented the fire department monthly report.

Zoning Admin. Report: Jeff presented his report to the Board. Three cases have been turned over to the Zoning Board of Appeals. *Jan discussed a form she discovered regarding zoning violations. She asked Jeff to review the form for use in the future.

Planning Commission Report: Chad stated that the Planning Commission did not meet in June.

ICECA Report: Mike reported that there is reduced staffing. The township did receive an update from them.

Maintenance Report: Dan put in a new window by Sheri's desk so that people can pay taxes without coming into the office. New locks put on both doors that enter the office. *Roads have been chloride however Mastodon Road and West Rainbow Trail have been regraded. If we need to put chloride down again on these roads, we will need to reorder another pallet of chloride at \$900. We will wait to reorder if needed. *New docks for Stager Lake will be delivered within next 10 days. *Will put the boat docks in at both parks.

Unfinished Business:

Recreational Marihuana Ordinance: After discussion, it was determined we would accept the Recreational Marihuana Ordinance draft as is. A motion was made by Sheri to approve and was seconded by Chad. A roll call vote was taken: Frank - yes; Sheri - yes, Chad - yes; Mike - yes; Jan - yes.

Completion of Nature Trail - Liability: The project is on hold. Caution tape has been put up but is generally ripped down.

Unfinished Business - con't:

Mastodon Township Signs at Lakes: Now that the US2 Highway road repair has been cancelled, there is no longer a need to put up signs at our parks prohibiting removal of water from the lake.

Gravel at Buck Lake Park: Dan did some research on bringing gravel into Buck Lake Park. After discussion it was determined that we would bring in 300 tons of gravel for the boat launch, parking lot, and the extended road. Dan will level the gravel once delivered.

Capitol Outlays: All capitol outlays OK'd at our March budget meeting were reviewed. Fire Department: Washer/Dryer - on hold; 2 radios - order; and truck #5 repairs - OK to repair. Township Hall: Generator - on hold; storage for water - on hold; security - moving forward with new door locks; cameras in the hall - on hold.

July 4th Update: Flag raising at 9:00. The Fire Department will plan on distributing ice cream and cracker jacks as well as be a part of the parade. The firework display will go on as planned.

New Business:

Buck Lake Rinsing Station: On hold.

Social Media Policy: After discussion, it was determined that we would accept a social media policy to add to the Mastodon Township Policy Manual. A roll call vote was taken: Sheri - yes, Chad - yes, Mike - yes, Jan - yes, and Frank - yes.

Garbage in Parks: Jan received a call from Cindy Rahoi about the problem at Stager Lake Park regarding garbage. People are leaving personal garbage at the park and animals are getting in and making a mess. We have had this problem for a while. Dan checked into cement garbage containers where animals could not get into. He found a vendor who would sell 6 of them to us for \$500. Generally they cost up to \$400 each. Sheri made a motion to purchase the 6 trash cans and the motion was seconded by Chad. All were in favor. Dan was given permission to open up the park bathrooms.

Crackfill Roads: It was determined that there is no need for the township to pay for any crack fill on any township roads.

Other Business: Steve Martin from the Village of Alpha was there to answer questions on roads. Jan stated that she wanted time to review what paperwork was given to the board on roads that need work within the Village. Jan asked Steve how much money was in their road fund and how much money does the Village receive for roads each year. Steve was not sure. He would check with Sharon, the Village Clerk and let us know. She also asked Steve for the detail of all the "in and out's" of the road accounts as well. Mike asked why the Road Commission does not take care of 424 within the Village Limits. Steve said that they receive "Major Road" funds to take care of that piece.

Dan asked about the liability of "volunteers" who wish to volunteer some time to the township. For example, picking up of garbage at the parks. Is there a waiver that should be used? Jan will address the issue with MTA to ask their recommendation.

A concern was raised by Andy Fleming about lack of fire numbers at places of residence. His concern was locating the property in case of fire. It was noted that fire numbers were not mandatory and each individual property owner makes the decision to mark his property with address numbers.

Public Comment:

The meeting was adjourned at 7:17 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

July 14, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Andy Fleming, Dave Smith, Jeff Seppala, and Stacey Watters.

Changes to agenda: None.

June Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for June was reviewed.

Clerk's Report: *Road signs missing at Chicken Farm Road and Mastodon Township sign on Bible Camp Road. Dan will take care of. *Pre-buy propane this year will be \$1.39/gallon. Board approved the pre-buy program. *Jan stated that there are some questions regarding our chloride program covering township gravel roads. So she reviewed the township chloride program since it started in 2010. The cost to the township from 2010-2013 (4 years) was \$104,835.90. The program was reevaluated by a new board. The township was able to drop the cost covering 2015 - 2018 (4 years) to a total of \$36,284.00. The current board again reviewed the program and it was suggested by Dan Kurtz that we do the chloride job ourselves for an even greater savings. The total cost for the township to do it in 2019 and 2020 (2 years) is \$5,974.38. Jan stated that if anyone wanted a copy of the worksheet to please let her know. Copy attached.

Accounts Payable & Payroll Review: Mike reviewed checks #28500 through 28556 from the General Fund. Sheri made the motion to accept the list and the motion was seconded by Chad. All in favor.

Supervisor's Report: *Frank attended the Iron County Road Commission (ICRC) meeting. Nothing pertaining to the township was discussed. Buck Lake Park Road and Homecroft Road is finished. Jan reminded the Board that the contracts covering Homecroft Road have not been signed. She is waiting for a corrected addendum.

Fire Department Report: Andy presented the fire department monthly report. The Department approved the hiring of Jennifer Hoffman as a firefighter. Frank made a motion to accept and the motion was seconded by Sheri. The Board approved the motion with completion of the probationary period. *No new updates on the Camp 5 break in.

Zoning Admin. Report: Jeff presented his report to the Board. Three cases have been turned over to the Zoning Board of Appeals and all were approved.

Planning Commission Report: Chad stated that the Planning Commission did not meet in July.

ICECA Report: Mike reported that they are looking for a new director.

Maintenance Report: Dan has worked on repairs at the Camp 5 hall. *He is having problems with the bathroom doors being locked. Will monitor the situation.

Zoning Board of Appeals: Sheri presented the three cases that were presented to the Board. The Board found that all the requests met requirements and the variances were approved.

Unfinished Business:

July 4th Update: The township received \$300 from the Alpha Rifle Range and \$200 from Wimpy's Restaurant to help with the costs of the fireworks. The cost to the Township for the fireworks was \$3500 and the total funds received to offset the cost was \$1,251.90.

Garbage in the Parks: The new park garbage containers seem to be working a lot better. Jan noted that Dan Kurtz personally donated 2 of the garbage containers for Buck Lake Park.

New Business:

Park Docks: There is a concern that the new dock is not out far enough. Dan will determine whether we can use pieces from the old dock to extend the new docks out further.

Unauthorized Use of Township Vehicles: Frank allowed an unauthorized and uninsured driver to drive the township truck. The Board reminded him that he cannot allow that to happen.

Rainbow Trail Road Repair: Jan received contracts from the Road Commission for additional road work to be done at a cost of \$11,000.00. Frank gave approval to the Road Commission without calling for a special meeting and getting board approval. The board told him again that he cannot make those decisions on his own. A special meeting could have been called for the next morning. Mike made a motion to do the work at the cost of \$11,000.00 to the township. Sheri seconded the motion and all were in favor. Frank then questioned whether we should have the road striped. It was determined that we would not.

MC3 Extension Request: MC3 Botanicals asked for a 6 month extension on their medical marihuana application. The Board did approved the extension with a motion from Frank and a second from Sheri.

Other Business: Frank asked the board to put the Alpha request for road funds on next month's agenda. Jan said she will not further discuss nor vote on the issue when she has been asking for additional spending information from them since last year. Steve Martin gave the Board information last month showing they receive approx. \$50,000 a year from the State to cover road issues in the Village. Jan said that if they received that over the past ten years, then she would like to see how they spent the \$500,000.00. She specifically asked for the information from Steve in an email after the last meeting. Frank said he was ready to vote and wanted it voted on at the next meeting. Jan asked other board members if they wanted the additional information. Sheri and Chad said they felt they could not move forward either without the additional information requested.

Mike stated that there is confusion regarding residents on Bara Road and Buck Lake Park Road that have no fire numbers at their residences. He wanted the fire department and Dispatch to know this. Jan also worked with the residents and contacted Jerry Anderson at the Construction Code office for them. She gave Jerry their telephone numbers and he was to research the issue.

Public Comment:

The meeting was adjourned at 6:37 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

August 11, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Dave Smith, and Renee Saudan.

Changes to agenda: None.

July Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for July was reviewed.

Clerk's Report: *Elections went well. Big thanks to the Fire Department for preparing the fire hall for voting. And big thanks to Dan for making protective shields and preparing the main hall for the elections. A lot of extra work was put in because of the COVID virus restrictions. *Frank will check with Road Commission to make sure they will apply our current township funds of \$15,000 to gravel Hill Farm Road. *Jan asked the board to approve the hiring of someone to clean the office. Board said to go ahead and put an ad in the paper.

Accounts Payable & Payroll Review: Mike reviewed checks #28572 through 28598 from the General Fund. Sheri made the motion to accept the list and the motion was seconded by Chad. All in favor.

Supervisor's Report: *Frank had a conversation with the Iron County Sheriff regarding Camp 5 break in. Jan informed the Board that a meeting did take place with Adam Schiavo, Andy Fleming, and Jan on August 8th. Adam assured Andy that he is doing everything he can with the investigation. *A repair quote was received from Kurtz Diesel to repair the truck. The total was \$48,314.79. A copy was sent to the insurance company. *Rainbow Trail is done. Road Commission went ahead with striping on the road without approval. The Road Commission should be responsible for the cost.

Fire Department Report: Andy emailed the Board his monthly report. No questions or concerns.

Zoning Admin. Report: Jeff emailed his report to the Board. No questions.

Planning Commission Report: The Planning Commission did not meet in August.

ICECA Report: Mike reported that they will begin interviewing for a new director.

Maintenance Report: Dan checked on the dust issue on Mastodon Road. It was determined that we would not need to add more chloride. *Dan informed the board that there was a 4-wheeler riding slowly behind the building on that past Sunday. Sheri will check the cameras.

Unfinished Business:

Alpha Roads: Frank handed out a copy of the 2020 road budget he received from Alpha and indicated that they had \$102,000 in their Road savings account for road repair. He reviewed the budgeted operating costs. After discussion, it was determined that they have money saved to begin work on their streets, however, nothing can be done on the roads until after the water project. The water project has been put on hold until next year, allowing more time to accumulate funds toward road repair.

New Business:

Other Business: Dan asked the Board if he can hold a training session for school bus drivers here at the township hall on August 14th and 15th. The Board decided that since the drivers would be coming from different areas in the Upper Peninsula, it would be better to hold the meeting somewhere else. Frank asked Dave and Dan if there was any news on the fire hydrants in Alpha. Dan said that Steve Martin indicated that he had all the parts to repair them. Frank asked Dan to get an update on the process of getting them repaired.

Public Comment:

The meeting was adjourned at 6:22 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

September 08, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Alexis Heimerl, Cindy Scheoppey, Mark Leonhardt, Chris Larson, Elaine Weackler, Gene Byrge, and Steve Martin.

Changes to agenda: None.

August Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for August was reviewed.

Clerk's Report: *Primary election expenses have been reimbursed by the State of Michigan. *Angela Stafford requested approval to attend the MAP annual conference. They are doing all classes through ZOOM. The cost will be \$185.00. Frank made a motion to pay for the classes which was seconded by Jan. All in favor.

Accounts Payable & Payroll Review: Mike reviewed checks #28652 through 28696 from the General Fund. Sheri made the motion to accept the list and the motion was seconded by Chad. All in favor.

Supervisor's Report: *Frank attended the Alpha meeting. Roads and water projects delayed until next year. *Frank met with other county supervisors to discuss the designated assessor position that the county needs to have by the end of the year. *He also attended the Road Commission meeting. He asked Doug to check into whether Hill Farm Road will be maintained with this year's matching funds.

Fire Department Report: Andy reviewed his monthly report. *Andy found a truck at Bonduel Fire Department. The cost of the truck is \$18,500.00. With all updates needed, it could cost a total of \$40,000+. Mike made a motion for the fire department to proceed with getting a truck but not to exceed \$50,000 in total cost. Chad seconded the motion and all were in favor. *After discussion, it was determined that Jan would research files for an existing agreement between Mastodon Township and the Village of Alpha regarding maintenance of all the fire hydrants located in the Village of Alpha. If an agreement is not found, she will work with the Alpha Village Board to set one up.

Zoning Admin. Report: Jeff presented his report to the Board. *He also expressed a concern regarding the lack of communication between his position and the Zoning Board of Appeals (ZBA). Sheri noted that Jeff has not been informed of these meetings, however, has now included him on all emails regarding the Board. She will also send an email out to the entire ZBA membership informing them of tonight's discussion.

Planning Commission Report: The Planning Commission met in September. They discussed the Recreation Plan.

Zoning Board of Appeals: Sheri reported that there were two ZBA meetings. Both requests met all criteria and were approved.

ICECA Report: Mike reported that Invest U.P. gave out funds for grants. After review of 70 applications, 55 were given grants.

Maintenance Report: Dan will be working on stripping and rewaxing the floors in the hall.

Unfinished Business:

Alpha Roads: Some board members of the Village of Alpha attended the meeting asking for assistance for road repair. Jan explained to the Village members that the township has no authority to give the Village any taxpayer funds for any reason. She informed them that she contacted Michigan Township Association who did confirm that fact. They also informed Jan that there was a possible opportunity within the law - the Urban Cooperation Act of 1967. This act would allow the two governmental entities to enter into an agreement where both sides agree what each unit can offer the other in exchange. After further discussion, it was determined that both government boards will work on reviewing this Act and will work together on an agreement.

New Business:

Road Commission Contract: All Board members signed the contract from the Road Commission covering repairs needed on Homecroft Road.

Camp 5 Fire Engine: Jan made a motion to salvage the fire engine from Camp 5 that was damaged during a break-in at the hall. Mike seconded the motion. All in favor.

Cleaning hire: Jan reported that we received one application for the cleaning position posted in the newspapers. This person will work during our office hours every other week. The going rate of pay to clean offices is \$25.00/hour. Frank made a motion to pay her this rate and the motion was seconded by Sheri. All in favor.

Other Business: Mike noted that he saw an ad in the paper that Iron River was having a fall cleanup with GAD. He would like to see Mastodon Township have one as well. Jan asked if it could be done in the spring since she is so busy with the election work. It would be an important service to offer our township. Jan stated she will try to make it happen. If not this fall, then in the spring for sure. Steve Martin indicated that if anyone has metal they want to get rid of, they can take it to Alpha. Contact the Alpha foreman so he can open the gate for dumping.

Public Comment:

The meeting was adjourned at 7:08 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

October 13, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Andy Fleming, and Renee Saudan.

Changes to agenda: None.

September Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for September was reviewed.

Clerk's Report: *Jan updated the Board that all election inspectors had been notified and all were able to help the township on election day. *The Board was notified that Mastodon Township had received a request for a Recreational Marijuana Class B Application. *Request from Courtney Franz to apply for a grant to help fund our recreational plan covering the ball field in Alpha. Everyone thought it was a good idea.

Accounts Payable & Payroll Review: Mike reviewed checks #28712 through 28791 from the General Fund. Chad made the motion to accept the list and the motion was seconded by Sheri. All in favor.

Supervisor's Report: *Frank attended the Road Commission meeting. He asked Doug again whether they will complete the work on Hill Farm Road. Jan to write a letter to Doug requesting that the matching funds dollars will be carried forward to next year if the road work is not completed this year.

Fire Department Report: Andy reviewed his monthly report. *New fire truck (#5) is being equipped and worked on at Kurtz Diesel. *Pump test on Truck #1 failed. It has to be repaired and cost will be approximately \$20,000. *Planning on working with 911 Dispatch to set up protocols for the fire department.

Zoning Admin. Report: Jan emailed Jeff's report to the Board.

Planning Commission Report: The Planning Commission met in October and reviewed 2 land divisions. One was approved and the other did not require a land division.

ICECA Report: Mike reported that the ICECA Board is ready to hire a new director. If that goes through, he will start work next week.

Maintenance Report: Dan will be taking docks out after November 1st. He is working with Jan on getting the hall set up for the elections. *Andy asked if Dan could work on painting the fire department floor this winter. It was determined that we should wait until warmer weather to accomplish in a day.

Unfinished Business:

Election Update - PPE Status: Jan reported that we had our election commission meeting. All election inspectors are available. We have reviewed all of our supplies to ensure that the inspectors will be taken care of. Public Accuracy testing will be done on October 27th.

New Business:

Testing Fire Alarm: Frank will like to be able to test the alarm system in the hall. Frank will call the company to find out what the testing process would be like. The Board expressed a concern that 911 should be the first contact call. Frank will follow up to begin the process of review.

Fire Hydrant Agreement Draft: The Board reviewed the first draft. Chad recommended that we send a draft to our attorney to have him prepare the agreement. Mike recommended that we also add a specific date of reconciliation of expenditures. Additional suggestions were made for changes to the draft before sending it to the attorney.

Other Business: Mike asked about absentee ballots. We have sent out 240 so far. *Mike said that MC3 will have their greenhouse up before year end.

Public Comment:

The meeting was adjourned at 6:51 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

November 10, 2020

Clerk Jan Lemke called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. She asked all to rise for the Pledge of Allegiance. Board Members present: Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork. Absent: Supervisor Frank Siewiorek

Attendees: Dan Kurtz, Andy Fleming, Stacey Watters, David South and Renee Saudan.

Changes to agenda: None.

October Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for October was reviewed. Sheri offered her services to train the new treasurer who will begin her term on November 20th. Mike made a motion to accept her offer to train at a rate of \$20.00 per hour. Chad seconded the motion and all were in favor. Mike indicated that Jan could oversee and assist in the transition as well. *Sheri also offered to continue keeping the website updated for \$25.00 per month which the Board felt would be very helpful. *Sheri said she checked into continuing her position as member of the Zoning Board of Appeals. There was nothing in the law that indicated she would lose her seat so she will continue on as a member there. *The Board also encouraged her to be a part of the Recreational Committee yet to be formed. With her years of service both in Alpha and the township, she could be a good fit.

Clerk's Report: Material was received from MC3 regarding their heating system. They asked if Mastodon Township would consider writing a letter of support to the State of Michigan. It was determined that the Board did not feel comfortable supporting this issue due to lack of understanding of all factors involved. *The election went very well. It was noted how fortunate Mastodon Township is to have the people who volunteered as election inspectors.

Accounts Payable & Payroll Review: Mike reviewed checks 28792 through 28851 and found no issues. Sheri made a motion to accept and the motion was seconded by Chad. All in Favor.

Supervisor's Report: No report was available since Frank was not able to attend the meeting.

Fire Department Report: Andy presented his report. A discussion took place regarding updates on the Camp 5 break in. There has been no new information received from the Sheriff's Department.

Zoning Admin. Report: Jeff was not in attendance but stated in an email that he had only received a few calls that month.

Planning Commission Report: The Planning Commission did not meet in November.

ICECA Report: Mike reported that Mark Bromley was hired as the new director.

Maintenance Report: Docks are out and he worked on getting the hall prepared for elections.

Unfinished Business:

Water Hydrant Draft: - It was decided that we would hold the draft for discussion at our next budget meeting in March.

Unfinished Business - con't:

Hill Farm Road Matching Funds Commitment - Jan wrote a letter to the Iron County Road Commission requesting written notification that our matching funds of \$15,000 be carried forward into the 2021 year. We have not heard anything back yet.

New Business:

BOR Date Change Resolution: Jan presented a resolution changing the Board of Review date from December 15th to December 17th. The resolution was seconded by Chad and a roll call vote was taken. Sheri - yes; Chad - yes; Mike - yes; Jan - yes.

Election Inspector's Hazard Pay: Jan requested the Board's approval to give a bonus to all of the workers of our elections this year. They all went above and beyond to work during the COVID virus outbreak. Mike made a motion to pay a bonus of \$100 for each election worked by an individual. Sheri seconded the motion and all were in favor.

Other Business:

Public Comment:

The meeting was adjourned at 6:10 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk

MASTODON TOWNSHIP BOARD

Regular Meeting Minutes

December 8, 2020

Supervisor Frank Siewiorek called the meeting to order at 5:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Stacey Watters, and Trustee Chad Skinner. Trustee Mike Bjork was in attendance virtually through ZOOM video.

Attendees: Dan Kurtz, Andy Fleming, and David South. Video Zoom attendees: Renee Saudan

Changes to agenda: None.

November Meeting Minutes - Stand as written.

Treasurer Report: The Treasurer's report for November was reviewed. Jan asked Stacey for an updated list of her work schedule for the township.

Clerk's Report: Jan updated the Board on the status of the title from the Camp 5 fire engine. Hopefully to be finalized soon. *General Ledger audit will be handed out monthly until the budget meeting set for March 2021. *Received notification from Workman's Comp that we were overcharged \$2,200 and funds will be returned.

Accounts Payable & Payroll Review: Jan requested that we add a bill received from Hannula in the amount of \$460.00. Chad made a motion to accept and the motion was seconded by Frank. All in Favor.

Supervisor's Report: Doug Tomasoski reported at their last meeting that all funds for all townships are at zero balance. Frank will be checking with the Road Commission regarding our matching funds.

Fire Department Report: Andy presented his report. Cancelled meeting and training due to COVID requirements. *Mike found an error on the A/P showing that a bill was listed as expenses for truck #5 and should have been #1. Jan to correct.

Zoning Admin. Report: Jeff was not in attendance and his report was emailed to the board.

Planning Commission Report: The Planning Commission met in December. A grant was applied for but no answer has been received yet.

ICECA Report: Mike reported that they are searching for a Chamber of Commerce Director.

Maintenance Report: Dan reported that we are having problems with our alarm system. May be the mother board again.

Unfinished Business: None

New Business:

P/C Membership Renewals: Jan received an email from Courtney Franz expressing her interest in renewing her position on the Planning Commission. Mike made a motion to accept Courtney's request to remain on the Planning Commission. Chad seconded the motion and all were in favor.

New Business – con't:

P/C Membership Renewals: Jan received another email from Angela Stafford expressing her interest in renewing her position on the Planning Commission. Frank made a motion to accept Angela's request to remain on the Planning Commission. Mike seconded the motion and all were in favor.

BOR Membership Renewals: Jan received a note from Dave Stanek requesting to remain on the Board of Review for another two year term. Jan made a motion to accept his request and the motion was seconded by Chad. All were in favor. Jan also received an email from Jeff Seppala requesting to remain on the Board of Review for another two year term. Frank made a motion to accept his request and the motion was seconded by Chad. All were in favor.

Iron County Designated Assessor: An Assessor was hired as a back-up for the municipalities of Iron County. Frank asked for the Board's approval to accept. Chad made a motion to accept the person designated by Iron County. Stacey seconded the motion and all were in favor.

Other Business:

Public Comment:

The meeting was adjourned at 6:03 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk