

December 10, 2025

A regular monthly meeting was held on December 09, 2025 at 2:00 p.m. Board members Nancy Niemi and Joanne Seppala were absent. All other board members were present. There were 7 public attendees. Motion by Ketola, supported by Kut to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Ketola to approve the regular monthly meeting minutes from November 11, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Brett Smithson was present from ICECA. Motion by Kut, supported by Ketola to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** No report submitted for the month of November.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report for the month of November.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report for the month of November.

**ASSESSOR'S REPORT:** Reviewed the Assessor's report for the month of November.

**CODE COMPLIANCE OFFICER'S REPORT:** Reviewed the Code Compliance Officer's report for the month of November. Motion by Ketola, supported by Kut to approve the Departmental reports as presented. All ayes. Motion carried.

**GEI REPORT:** Robb Anderson was present to review report submitted regarding DNR Heritage Trail Extension Project, TMF Lead Service Grant, Memory Lane Water, Other Potential Watermain Replacement Work as discussed last month, and US-2 Elevated Water Tank. Discussion held.

**SECURITY SYSTEM INSTALLATION / ACCESS MEETING WITH GUIDESTAR:** Supervisor Stebic has met with GuideStar. Discussion held.

**CITY ANNEXATION:** Attorney Tinti was not present to provide updates.

**RESORT DRIVE BRIDGE AGREEMENT:** Discussion held. Motion by Kut, supported by Ketola to approve the Resort Drive Bridge Use Agreement. Roll call taken. All ayes. Motion carried.

**HERITAGE TRAIL GRANT:** Supervisor Stebic will finalize with Robb Anderson.

**CITY OF MARQUETTE "NOTICE TO UPDATE MASTER PLAN":** Supervisor Stebic announced Crystal Falls Township received a notice from City of Marquette to update the Master Plan.

**TOWNSHIP AUDITOR ADVERTISEMENT:** No submissions were received by deadline. Motion by Kut, supported by Ketola to readvertise bids for another 3 weeks. All ayes. Motion carried.

**HOLIDAY GIFT CARDS:** Discussion held. Motion by Kut, supported by Ketola to purchase \$25 gift cards from Crystal Fresh Market for non-elected employees. Roll call taken. All ayes. Motion carried.

**HSA BUDGET REFLECTION:** Discussion held regarding a clerical error. Motion by Ketola, supported by Kut to increase the HSA contribution to \$3000. Roll call taken. All ayes. Motion carried.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Kut, supported by Ketola to approve the prepaid's in the amount of \$2,941.50, the Monthly's for \$44,626.77, and the EFT's for \$725.50 with a total of \$48,293.77. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Fern Tuchowski stated that she attended a meeting with WUPPDR regarding up and coming recycling and trash suggestions from the state and wanted to know how the Township will be handling this. Supervisor Stebic will look into this and confirm the Township is complying. Fern Tuchowski had a question regarding an ad in the paper for a DNR land transfer.

**BOARD MEMBER'S PRIVILEGE:** None.

**ADJOURN:** Motion by Ketola, supported by Kut to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 2:50 p.m.

November 12, 2025

A regular monthly meeting was held on November 11, 2025 at 2:00 p.m. All board members were present. There were 7 public attendees. Motion by Seppala, supported by Niemi to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Seppala to approve the regular monthly meeting minutes from October 14, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Brett Smithson was present from ICECA. Motion by Seppala, supported by Ketola to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of October. Motion by Niemi, supported by Ketola, to contract services with ISA to sell the garbage truck in auction if terms meet with approval of the township. Roll call taken. All ayes. Motion carried.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of October.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of October.

**ASSESSOR'S REPORT:** Reviewed the Assessor's report for the month of October.

**CODE COMPLIANCE OFFICER'S REPORT:** Reviewed the Code Compliance Officer's report for the month of October. Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION ASPHALT PROJECT COMPLETED:** The project has been completed. Chief Fabbri stated a helicopter test landing in the fire station parking lot was successful.

**GEI REPORT:** Robb Anderson was present to review report submitted regarding DNR Heritage Trail Extension Project, TMF Lead Service Grant, and Memory Lane Water. Discussion held. Robb from GEI and Foreman Bucek will identify galvanized lines to present a report to the board.

**SECURITY SYSTEM INSTALLATION / ACCESS MEETING WITH GUIDESTAR:** Supervisor Stebic has a meeting with GuideStar scheduled.

**CITY ANNEXATION:** Attorney Tinti was present but did not have updates.

**RESORT DRIVE BRIDGE AGREEMENT:** Attorney Tinti is working with the Road Commission to address concerns and finalize Use Agreement.

**HERITAGE TRAIL GRANT ACCEPTANCE & RESOLUTION:** Discussion held. Motion by Kut, supported by Ketola, to accept grant through resolution for Heritage Trail. Roll call taken. All ayes. Motion carried.

**GFL:** Transition has been successful.

**TOWNSHIP AUDITOR ADVERTISEMENT:** An advertisement was placed on November 12, 2025 and bids will be accepted until November 26, 2025.

**VISITOR GUIDE ADVERTISING:** Discussion held. Decision was made not to advertise.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Seppala, supported by Ketola to approve the prepaid's in the amount of \$45,648.00, the Monthly's for \$87,370.71, and the EFT's for \$725.50 with a total of \$133,744.21. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** No public comments.

**BOARD MEMBER'S PRIVILEGE:** Trustee Kut had statements regarding updates for Lind road. Treasurer Ketola questioned upcoming holiday hours for Township office.

**ADJOURN:** Motion by Seppala, supported by Ketola to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 2:47 p.m.

October 15, 2025

A regular monthly meeting was held on October 14, 2025 at 2:00 p.m. All board members were present. There were 7 public attendees. Motion by Seppala, supported by Ketola to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Seppala to approve the regular monthly meeting minutes from September 9, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Motion by Seppala, supported by Kut to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of September. Motion by Kut, supported by Niemi, to get a quote for scrapping the garbage truck that is not running before listing it for sale. All ayes. Motion carried.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of September. Congratulations to the Crystal Falls Volunteer Fire Department on a successful open house.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of September.

**ASSESSOR'S REPORT:** Reviewed the Assessor's report for the month of September.

**CODE COMPLIANCE OFFICER'S REPORT:** Reviewed the Code Compliance Officer's report for the month of September.

Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION ASPHALT PROJECT:** Alex Bossenberger stated that the project is to begin October 12<sup>th</sup> to October 19<sup>th</sup>. Alex also stated there was a good turnout and positive feedback by the public at the Crystal Falls Fire Station open house.

**GEI REPORT:** Robb Anderson was present to review report submitted regarding DNR Heritage Trail Extension Project, TMF Lead Service Grant, DWSRF Water Project Carry Over Application, and Memory Lane Water. Discussion held on contractor's application for payment for the CFT TMF Lead Verification project. Motion by Niemi, supported by Kut to approve payment of \$33,751.07 to Ryan's Excavating for work completed. Roll call taken. All ayes. Motion carried.

**SECURITY SYSTEM INSTALLATION / ACCESS MEETING WITH GUIDESTAR:** Supervisor Stebic stated GuideStar has not been responding back to his request and will keep reaching out for a response.

**CITY ANNEXATION:** Attorney Tinti was not present to provide updates.

**MICHEM SAMPLING:** Sampling has completed and MiChem thanks the board for allowing use of the parking lot.

**WASTE MANAGEMENT CLOSURE:** Waste Management Transfer Station will be closing on October 31, 2025.

Reviewed information provided by GFL Environmental Inc. Discussion held. Motion by Niemi, supported by Ketola, to allow Supervisor Stebic to finalize a one year contract with GFL. Roll call taken. All ayes. Motion carried.

**TOWNSHIP AUDITOR REPLACEMENT:** Due to the retirement of previous auditor, a new auditor will be needed. Discussion held. Motion by Kut, supported by Ketola, to advertise bids for a new auditor with a 3 year contract. All ayes. Motion carried.

**NEW GIS PHOTO IMAGERY:** Reviewed Michigan Statewide Authoritative Imagery and Lidar Program (MiSAIL) agreement. Discussion held. Tabled.

**EMPLOYEE INSURANCE – JOE BROZAK:** Reviewed Acrisure insurance information. Discussion held. Motion by Niemi, supported by Ketola, to approve renewal of the current employee insurance plan for Joe Brozak. Roll call taken. All ayes. Motion carried.

**DESIGNATED ASSESSOR OPT OUT:** The county is requesting to opt out of appointing a new Designated Assessor per Public Act 12 of 2024 amended General Property Tax Act. Discussion held. Motion by Kut, supported by Ketola, to sign agreement to opt out of a County Designated Assessor. All ayes. Motion carried.

**SEWER AGREEMENT RATE INCREASE:** The sewer rate will be increasing pursuant to the sewer agreement between Crystal Falls City and Crystal Falls Township.

**EVELYN GATHU – LIBRARIAN OF THE YEAR:** Congratulations to Librarian Evelyn Gathu for being awarded Librarian of the Year.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Kut, supported by Ketola to approve the prepaid's in the amount of \$83,261.07, the Monthly's for \$38,530.96, and the EFT's for \$725.50 with a total of \$122,517.53. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Mary Dumitru stated that she is happy to have Evelyn Gathu as our librarian.

**BOARD MEMBER'S PRIVILEGE:** Trustee Kut stated that Fern Tuchowski has been working on short term rental for Zoning Board.

**ADJOURN:** Motion by Seppala, supported by Ketola to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 2:57 p.m.

Alyson Ayers/Deputy Clerk

September 10, 2025

A regular monthly meeting was held on September 9, 2025 at 2:00 p.m. Board member Diane Kut was absent. All other board members were present. There were 17 public attendees. Motion by Ketola, supported by Seppala to approve the agenda. All ayes. Motion carried. Motion by Seppala, supported by Ketola to approve the regular monthly meeting minutes from August 12, 2025, the executive monthly meeting minutes from August 12, 2025, and the Special Meeting Minutes from August 20, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** Dave Graff expressed his support for a Kwik Trip development. Vicki Browne representing Chicaugon Lake Association requested funds from Crystal Falls Township for combatting invasive species.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Motion by Seppala, supported by Niemi to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of August.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of August. Tom Bucek stated that fire prevention week is from October 5<sup>th</sup> through October 11<sup>th</sup> and on October 8<sup>th</sup> Forest Park students will be participating in a fire prevention program at the Crystal Falls Fire Station. The Crystal Falls Fire Department is looking to hold an open house at the Fire Station possibly on October 9<sup>th</sup>.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of August.

**ASSESSOR'S REPORT:** Reviewed Assessor's report for the month of August.

**CODE COMPLIANCE OFFICER'S REPORT:** No report submitted due to previous vacancy in the position. Code compliance officer, Kyle Duncan's first day was September 4, 2025. Motion by Ketola, supported by Niemi to approve allocation of a cell phone for new code compliance officer. All ayes. Motion carried.

Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION ASPHALT BID RESULTS:** Reviewed bids received from Bacco Construction Company in the amount of \$52,000 and from Payne and Dolan in the amount of \$65,987.50. Discussion held. Motion by Ketola, supported by Seppala to accept bid from Bacco Construction Company in the amount of \$52,000 with the stipulation that the Crystal Falls Volunteer Fire Department contribute \$26,000 towards the project. Roll call taken. All ayes. Motion carried.

**GEI REPORT:** Robb Anderson was present to review report submitted regarding DNR Heritage Trail Extension Project, TMF Lead Service Grant, DWSRF Water Project Carry Over Application, and Memory Lane Water. Reviewed use agreement drafted by Attorney Steve Tinti regarding the bridge on Resort Drive. Discussion held. Motion by Niemi, supported by Ketola to accept use agreement and forward to the Iron County Road Commission. All ayes. Motion carried.

**SECURITY SYSTEM INSTALLATION / ACCESS MEETING WITH GUIDESTAR:** Supervisor Stebic stated he is still waiting to hear from GuideStar to set a meeting date.

**ASSESSOR COMPUTER:** The computer has been installed and is operating.

**CITY ANNEXATION:** Attorney Steve Tinti presented information on the annexation of Township property. He proposed the township show support for the economic development going forward and enter into a Section 425 Agreement to accomplish it. Discussion held. Motion by Ketola, supported by Seppala to support economic development and draft a Section 425 Agreement. All ayes. Motion carried. Attorney Tinti will communicate with City Attorney Watters on this matter.

**TOWNSHIP AUDIT REPORT COMPLETED:** Reviewed audit. Supervisor Stebic was pleased with the audit report. Motion by Ketola, supported by Seppala to accept the fiscal year 2024-2025 audit report as presented. All ayes. Motion carried.

**MANSFIELD DRAFT ZONING ORDINANCE NOTICE:** Reviewed Zoning Ordinance draft presented from Mansfield Township.

**APPROVAL OF FIRE STATION MILLAGE:** Reviewed the 2025 tax rate request. Discussion held. Motion by Seppala, supported by Niemi to approve the 2025 tax rate request at .08 mills for Fire Station debt. Roll call taken. All ayes. Motion carried.

**CHICAUGON LAKE INVASIVE SPECIES REQUEST:** Reviewed request from the Preservation Committee of the Chicaugon Lake Property Owners Association to combat the invasive species Eurasian Water Milfoil. Vicki Browne was present from the Association to field questions and request assistance. Motion by Niemi, supported by Seppala to approve request to contract services with Many Waters for the amount pursuant to Township policy. Roll call taken. All ayes. Motion carried.

**SIDEWALK HEAVING:** Discussion held. Will request Public Works to highlight problem areas on sidewalk heaving leading to Township office entrance and address issues in the spring.

**WEBSITE UPGRADE:** Discussion held on information received from North Country Website Design. Motion by Seppala, supported by Ketola to table at this time. All ayes. Motion carried.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Seppala, supported by Ketola to approve the prepaid's in the amount of \$78,305.29, the Monthly's for \$31,723.13 and the EFT's for \$725.50 with a total of \$110,753.92. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Gerard Valesano, City Manager, addressed comments presented by Attorney Tinti regarding the communication between the City of Crystal Falls and the Crystal Falls Township on the annexation of property. John Ashby stated concerns regarding road conditions and paving of Light Lake Road and Premo Creek Road. Vicki Browne, member of Iron County Lakes and Streams, informed of a zoom call on September 15<sup>th</sup> regarding Special Assessment District.

**BOARD MEMBER'S PRIVILEGE:** None.

**ADJOURN:** Motion by Seppala, supported by Ketola to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 2:40 p.m.

Alyson Ayers/Deputy Clerk

August 20, 2025

A Special Meeting was held on August 20, 2025 at 10:00 a.m. Board Members present were Curt Stebic, Diane Kut, Joanne Seppala and Nancy Niemi. Absent was Jen Ketola. There were no public attendees. The purpose of the meeting was to correct the incorrect candidate hired at the August Monthly Meeting for Code Compliance Officer.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**CODE COMPLIANCE OFFICER CORRECTION:** Reviewed correct application. Discussion held. Motion by Niemi, supported Seppala to correct a hiring error from August Monthly Meeting and to hire Kyle Duncan as the Code Compliance Officer. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** None

**ADJOURN:** Motion by Seppala , supported by Kut to adjourn the meeting. All ayes. Meeting adjourned at 10:09 a.m.

Nancy Niemi, Clerk

August 12, 2025

A regular monthly meeting was held on August 12, 2025 at 2:00 p.m. All board members were present. There were 7 public attendees. Motion by Seppala, supported by Niemi to approve the agenda. All ayes. Motion carried. Motion by Ketola, supported by Seppala to approve the regular monthly meeting minutes from July 8, 2025 and the Special Meeting Minutes from July 17, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** Tom Bucek would like the Board to consider a later start time for the monthly meetings when the Township Board sets the next Meeting Resolution.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Motion by Kut, supported by Seppala to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of July.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of July. Congratulations from the Township Board to the CFFD Volunteers for placing 1<sup>st</sup> in the races at the U.P. Fireman's Tournament. Requested approval of a new Volunteer Firefighter. Motion by Seppala, supported by Ketola to approve Dylan Maki as a new Volunteer Firefighter. All ayes. Motion carried.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of July.

**ASSESSOR'S REPORT:** Reviewed Assessor's report for the month of July.

**CODE COMPLIANCE OFFICER'S REPORT:** No report submitted due to vacancy in the position. Motion by Seppala, supported by Kut to approve the Departmental reports as presented. All ayes. Motion carried.

**GARBAGE TRUCK:** Garbage truck has been purchased and being prepared for Foreman Bucek to accept.

**GEI REPORT:** Robb Anderson was present to review report submitted regarding DNR Heritage Trail Extension Project, TMF Lead Service Grant, DWSRF Water Project Carry Over Application and Memory Lane Water. Questioned Robb regarding information on AT&T copper lines replacement for dialer alarms for the meters. Discussion held on all subjects.

**MICHEM:** Supervisor Stebic notified the Board they will be using the parking lot on September 16-17, 2025.

**BUDGET AMENDMENT FOR PURCHASE OF GARBAGE TRUCK:** Motion by Stebic, supported by Ketola to approve budget amendment of \$165,009.00 from 446-901-970.001 to 446-521-976.000. Roll call taken. All ayes. Motion carried.

**HIRING RECOMMENDATION-CODE COMPLIANCE OFFICER:** Discussion held. Motion by Kut, supported by Seppala to approve the hiring of a Code Compliance Officer. All ayes. Motion carried.

**FIRE STATION BLACKTOPPING:** Reviewed information provided by Volunteers. Discussion held. Motion by Kut, supported by Seppala to advertise for a blacktop bid at the Fire Station. All ayes. Motion carried.

**NAME CHANGE “LOHREY LANE” TO “KOHLS LANE”:** Discussion held. Motion by Niemi, supported by Ketola to change new road plus east and west of road from Lohrey Lane to Kohls Lane. All ayes. Motion carried.

**CITY REQUEST FOR ANNEXATION OF TOWNSHIP PROPERTY:** Discussion held. Motion by Seppala, supported by Kut to table the request. All ayes. Motion carried.

**MOVE TO ENTER CLOSED SESSION:** Motion by Niemi, supported by Seppala to suspend regular session and convene into Executive Session under Section 8 (e) of the Open Meetings Act, to consult with Attorney Tinti regarding litigation with Todd Wloszczynsk. Roll call taken. All ayes. Motion carried. Entered Executive Session at 2:45 p.m.

**MOVE TO RETURN TO OPEN SESSION:** Motion by Niemi, supported by Kut to reconvene into regular monthly meeting from Executive Session. Roll call taken. All ayes. Motion carried. Executive Session was adjourned at 2:57 p.m.

**REVIEW OF CURRENT BILLS/INVOICES EFT’S/PREPAID/MONTHLY:** Motion by Seppala, supported by Ketola to approve the prepaid’s in the amount of \$144,945.93, the Monthly’s for \$55,074.47 and the EFT’s for \$1088.25 with a total of \$201,108.65. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Alex Bossenberger regarding fire numbers for Township properties.

**BOARD MEMBER’S PRIVILEGE:** Treasurer Ketola questions regarding short term rentals. Trustee Kut informed the board a revised zoning draft was presented to Attorney Tinti.

**ADJOURN:** Motion by Seppala, supported by Kut to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 3:37 p.m.

Nancy Niemi/Clerk

July 17, 2025

A Special Meeting was held on July 17, 2025 at 11:00 a.m. All Board Members were present. There was 1 public attendee. The purpose of the meeting was to discuss purchasing a garbage truck and possible conflict in hiring practices concerning the Incompatible Public Offices Act of 1978. Motion by Seppala , supported by Ketola to approve the agenda. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**GARBAGE TRUCK PURCHASE:** Discussion held. Motion by Ketola, supported by Kut to give Foreman Bucek the authority to negotiate and purchase a new garbage truck for the Township. Roll call taken. All ayes. Motion carried.

**INCOMPATIBLE OFFICES ACT/CONFLICT OF INTEREST:** Reviewed information provided by MTA on Incompatible Public Offices (excerpt) Act 566 of 1978.

CODE COMPLIANCE OFFICER: Reviewed legal opinion provided for this position.  
Discuss held.

FIRE CHIEF: Reviewed legal opinion provided for this position. Discuss held.

**PUBLIC COMMENTS:** None

**ADJOURN:** Motion by Seppala , supported by Ketola to adjourn the meeting. All ayes.  
Meeting adjourned at 11:38 a.m.

Nancy Niemi, Clerk

July 09, 2025

A regular monthly meeting was held on July 8, 2025 at 2:00 p.m. All board members were present. There were 7 public attendees. Motion by Seppala, supported by Ketola to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Seppala to approve the regular monthly meeting minutes from June 10, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** Tom Bucek requested an option to pave the back strip of the Fire Station.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Zach stated reports will be monthly and financial reports will be quarterly. Motion by Kut, supported by Seppala to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of June.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of June. Requested an approval of a new Volunteer Firefighter. Motion by Kut, supported by Seppala to approve Ella Moser as a new Volunteer Firefighter. All ayes. Motion carried.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of June.

**ASSESSOR'S REPORT:** Reviewed Assessor's report for the month of June. Motion by Ketola, supported by Niemi to accept the quote for \$1,253.20 from Lee In It for a computer for the Assessor. Roll call taken. All ayes. Motion carried.

**CODE COMPLIANCE OFFICER'S REPORT:** No report submitted due to vacancy in the position. Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION CONCRETE APRON:** Supervisor Stebic stated that the concrete work was completed June 23, 2025.

**GEI REPORT:** Robb Anderson was present to review report submitted regarding DNR Heritage Trail Extension Project, TMF Lead Service Grant, DWSRF Water Project Carry Over Application and Memory Lane Water. Discussion held. Motion by Kut, supported by Seppala to have Attorney Tinti draft a user agreement for the Resort Drive Bridge. All ayes. Motion carried.

**SECURITY SYSTEM INSTALLATION/ACCESS:** Discussion held on the problems with the installation of equipment at the Fire Station and the need for training from GuideStar to still be provided. Supervisor Stebic will schedule training with GuideStar for Clerk, Treasurer, Foreman, Fire Chief and himself.

**ROAD CHLORIDE APPLICATION:** Supervisor Stebic stated the chloride application began June 7, 2025 and should be done in a couple of days.

**OFFICE EQUIPMENT PURCHASES:** Used equipment has been purchased and picked up for the Supervisor, Assessor and Zoning Administrator's offices.

**HIRING RECOMMENDATIONS:** Discussion held for Code Compliance Officer, Public Works, and Seasonal Worker at Gibson Lake.

- 1) Code Compliance Officer hiring was tabled. No new laptop computer needed for this position.
- 2) Foreman Bucek recommended Hal Hoenig for the Public Works position. Motion by Niemi, supported by Ketola to hire Hal Hoenig for the Public Works position. Roll call taken. All ayes. Motion carried.
- 3) Foreman Bucek recommended Izabella Tarter for the Seasonal Worker Gibson Lake position. Motion by Niemi, supported by Kut to hire Izabella Tarter for the Seasonal Worker Gibson Lake position. Roll call taken. All ayes. Motion carried.

**FIRE STATION:** Discussion held on Flag Pole and Blacktop.

**FIRE CALL FEE:** Supervisor Stebic will come up with a policy and present to the Board in the future.

**DHHS REQUEST FOR MiChEM PARTICIPATION:** Discussion held. Motion by Ketola, supported by Niemi to allow MiChEM to use the parking lot and building for their exposure monitoring program scheduled for September.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Kut, supported by Ketola to approve the prepaid's in the amount of \$121,179.15, the Monthly's for \$25,212.83 and the EFT's for \$725.50 with a total of \$147,117.48. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Paul Makowski would like a Resolution regarding a no-wake zone on a portion of the Paint River.

**BOARD MEMBER'S PRIVILEGE:** Trustee Kut informed the board there is a scheduled public Planning Commission meeting on July 17<sup>th</sup> at 5 p.m.

**ADJOURN:** Motion by Seppala, supported by Ketola to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 3:14 p.m.

Nancy Niemi/Clerk

June 11, 2025

A regular monthly meeting was held on June 10, 2025 at 2:00 p.m. All board members were present. There were 6 public attendees. Motion by Seppala, supported by Niemi to approve the agenda. All ayes. Motion carried. Motion by Ketola, supported by Seppala to approve the regular monthly meeting minutes from May 13, 2025 and the special meeting minutes from May 28, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed report submitted by Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Brett Smithson was present for questions. Motion by Kut, supported by Seppala to accept the reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of May.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of May.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of May.

**ASSESSOR'S REPORT:** Reviewed Assessor's report for the month of May.

**CODE COMPLIANCE OFFICER'S REPORT:** No report submitted due to vacancy in the position.

Motion by Kut, supported by Seppala to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION CONCRETE APRON BID OPENING RESULTS:** Only one bid received. Reviewed the bid received from Northern Concrete. Motion by Kut, supported by Seppala to accept the bid of \$41,400.00 from Northern Concrete. Roll call taken. All ayes. Motion carried.

**GEI REPORT:** Reviewed report submitted from Robb Anderson. Discussion held.

**SECURITY SYSTEM INSTALLATION:** Supervisor Stebic informed the Board the installation will begin the week of June 16, 2025.

**RESORT DRIVE BRIDGE MEETING:** A meeting concerning the walking trail use of the Resort Drive Bridge was held on June 9, 2025 with GEI, MDOT, ICRC, Attorney Tinti and Supervisor Stebic present.

**CODE COMPLIANCE OFFICER, PUBLIC WORKS, SEASONAL GIBSON LAKE ADVERTISEMENT:**

Positions are advertised in the Reporter and on the Crystal Falls Township Website. Deadline for applications is Monday, June 16, 2025.

**ROAD CHLORIDE APPLICATION:** Reviewed information from M.J. VanDamme, Inc regarding the pricing for 26% Mineral Brine at \$1.157/gallon. Discussion held.

**CONTRACTION WITH SHERIFF'S DEPARTMENT FOR CODE ENFORCEMENT:** Supervisor Stebic was informed that this is not an available service for the Township.

**LAND DIVISION RESOLUTION REGARDING 4:1 RATIO REQUIREMENT:** Attorney Tinti was present. Lengthy discussion held. Motion by Kut, supported by Seppala to accept the resolution authorizing variation in depth to width requirements on land division request and to incorporate notice of Resolution the Zoning Book. Roll call taken. All ayes. Motion carried.

**OFFICE VANITY CONVERSION TO OFFICE SPACE:** Discussion held. Motion by Kut, supported by Seppala to convert office vanity to office space and to seek request for electrical work that will be needed. All ayes. Motion carried. Motion by Ketola, supported by Niemi to authorize Supervisor Stebic to purchase office equipment up to \$2,000.00. Roll call taken. All ayes. Motion carried.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Seppala, supported by Ketola to approve the prepaid's in the amount of \$32,830.53, the Monthly's for \$30,829.06 and the EFT's for \$725.50 with a total of \$64,385.09. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Tom Bucek questioning the Land Division Resolution request.

**BOARD MEMBER'S PRIVILEGE:** Trustee Kut informed the board she will be scheduling a public Planning Commission meeting within the month.

**ADJOURN:** Motion by Seppala, supported by Kut to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 3:21 p.m.

Nancy Niemi/Clerk

May 29, 2025

A Special Meeting was held on May 28, 2025 at 8:00 a.m. All Board Members were present. There were 4 public attendees. The purpose of the meeting was to meet and review any concerns with department personnel in the Township. Motion by Ketola, supported by Seppala to approve the agenda. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**DEPARTMENT REVIEWS:**

ZONING ADMINISTRATOR: Met with Bill Santilli. Discussion held.

ASSESSOR: Met with Ken West. Discussion held.

PUBLIC WORKS: Met with Randy Bucek. Discussion held. Motion by Kut,  
Supported by Niemi to set the weekend Public Works employee  
hired for the Gibson Lake position to \$40.00 a day. Roll call taken.  
All ayes. Motion carried.

FIRE DEPARTMENT: Chief Steven Fabbri unavailable to attend.

**PUBLIC COMMENTS:** Pat Olson had comments regarding the Compliance Code Officer position and on a piece of equipment for Public Works to use for boring small holes under roadways.

**BOARD MEMBER 'S PRIVILEGE:** Supervisor Stebic stated he will be having a Zoom meeting with GuideStar regarding security cameras.

**ADJOUR:** Motion by Ketola, supported by Seppala to adjourn the meeting. All ayes.  
Meeting adjourned at 11:49 a.m.

Nancy Niemi, Clerk

May 21, 2025

A regular monthly meeting was held on May 13, 2025 at 2:00 p.m. All board members were present. There were 4 public attendees. Motion by Seppala, supported by Ketola to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Seppala to approve the regular monthly meeting minutes from April 8, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** No report submitted from Director Evelyn Gathu for the Crystal Falls District Community Library.

Reviewed ICECA report provided by Chamber Director, Zach Hautala. Zach informed the board of new programs, high attendance for BAH and a discussion was held and determined to move to presenting the financial reports to quarterly instead of monthly to the Township Board.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of April. Discussion was held with Foreman Bucek to go forward with posting for a full time Public Works position. Also, discussed a weekend part time position for a park attendant at Gibson Lake. Motion by Kut, supported by Seppala to post and advertise for a weekend park attendant for Gibson Lake. Roll call taken. All ayes. Motion carried.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of April. Motion by Niemi, supported by Ketola to accept officers as presented in the report: Steven Fabbri-Chief, Kim Nylund-Assistant Chief, Jim Sartori-Captain, Dan Surface-Safety Officer, Tom Bucek-Training Officer, and Brian Fabbri-Secretary/Treasurer. All ayes. Motion carried.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of April.

**ASSESSOR'S REPORT:** No report submitted by Assessor Ken West for the month of April.

**CODE COMPLIANCE OFFICER'S REPORT:** Reviewed the Code Compliance Officer's report from the month of April. Reviewed Joe's resignation letter. Motion by Seppala, supported by Kut to accept the resignation of Joe Brozak and to advertise for the position. All ayes. Motion carried. Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION UPDATES:** Volunteer Firefighter Alex Bossenberger was present. She stated the move to the new fire station was going well.

The Township will move forward with soliciting bids for a concrete apron in front of the new fire station doors. Motion by Ketola, supported by Seppala to advertise for two weeks in the Reporter and Iron Mountain News for the concrete bid. All ayes. Motion carried.

Motion by Ketola, supported by Niemi to approve Christopher Johnson as a new Volunteer Firefighter. All ayes. Motion carried.

Reviewed request for decals for the fire trucks and garage doors. Motion by Ketola, supported by Kut to approve decals for trucks, fire pole and five signs for garage doors.. Roll call taken. All ayes. Motion carried.

**GEI REPORT:** Reviewed report submitted from Robb Anderson. Discussion held.

**TOWNSHIP UTILITY BILLING CLERK INTERVIEW AND RESULTS:** Reviewed synopsis of resumes received and interviews conducted. Motion by Kut, supported by Seppala to hire Alyson Ayers as the Utility Billing Clerk. Roll call taken. All ayes. Motion carried.

**SPECIAL MEETING DATE-DEPARTMENT REVIEW:** Set meeting date for Wednesday, May 28, 2025 at 8:00 a.m.

**PERSONNEL POLICY:** Reviewed preliminary policy for comments and questions.

**SECURITY SYSTEM INSTALLION:** Waiting for response from Guide Star.

**GARBAGE TRUCK DISCUSSION:** Discussion held. Motion by Kut, supported by Ketola to authorize Foreman Bucek to contact 3 parties for quotes on a used garbage truck. All ayes. Motion carried.

**RESIDENTS COMPLAINTS:** Supervisor Stebic informed the board he talked to Sheriff Boemke regarding the dog and cat complaints. Discussion held on noise and blight complaints and signage on Highway.

**WLOSZCZYNSKI STATUS:** No progress stated.

**LATITUDE SUBROGATION SERVICES:** Reviewed letter from Latitude Subrogation Services. Letter was forwarded to Hannula Insurance Company and Attorney Tinti.

**LAND DIVISION RESOLUTION REGARDING 4:1 RATIO REQUIREMENT:** Tabled.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Kut, supported by Ketola to approve the prepaid's in the amount of \$77,042.94, the Monthly's for \$29,090.22 and the EFT's for \$725.50 with a total of \$106,858.66. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Mary Dumitru asked for status on representative for the Township on the Library Board.

**BOARD MEMBER'S PRIVILEGE:** Trustee Kut informed the board she will be attending a Public Hearing regarding a Short Term Rental Draft in Stambaugh Township.

**ADJOURN:** Motion by Niemi, supported by Seppala to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 3:31 p.m.

Nancy Niemi/Clerk

April 8, 2025

A regular monthly meeting was held on April 8, 2025 at 2:00 p.m. All board members were present. There were 9 public attendees. Motion by Seppala, supported by Niemi to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Seppala to approve the Public Hearing minutes from March 11, 2025, the regular monthly meeting minutes from March 11, 2025 and the Special meeting minutes from March 18, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed the Library minutes and financial statements from Director Evelyn Gathu.

Reviewed ICECA report provided by Chamber Director, Zach Hautala.

**WATER SUPERINTENDENT/FOREMAN'S REPORT:** Reviewed the Water Superintendent's report from the month of March. Trustee Kut noted the amount of reports the Water Superintendent had to complete.

**FIRE CHIEF'S REPORT:** Reviewed the Fire Chief's report from the month of March.

**ZONING ADMINISTRATOR'S REPORT:** Reviewed the Zoning Administrator's report from the month of March.

**ASSESSOR'S REPORT:** No report submitted by Assessor Ken West for the month of March.

**CODE COMPLIANCE OFFICER'S REPORT:** Reviewed the Code Compliance Officer's report from the month of March.

Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION UPDATES:** Volunteer Firefighters James Sartori and Tom Bucek were present. They stated the move was completed from the old firehall to the new fire station.

The Township will move forward with soliciting bids for a concrete apron in front of the new fire station doors.

**RESULTS OF VACANCY ADVERTISEMENT FOR BOARD APPOINTMENTS:** Reviewed letters of interest for various board positions advertised. Discussion held.

Motion by Stebic, supported by Ketola to appoint Fern Tuchowski to the Planning Commission position. Roll call taken. All ayes. Motion carried.

Motion by Ketola, supported by Niemi to appoint Jason Van Sickle to the open position on the Board of Review. Roll call taken. All ayes. Motion carried.

Motion by Niemi, supported by Seppala to appoint Jason Van Sickle as an alternate on the Zoning Board of Appeals. Roll call taken. All ayes. Motion carried..

Motion by Kut, supported by Seppala to appoint Elizabeth Kreutzer to the Library Board. Roll call taken. All ayes. Motion carried.

**GEI REPORT:** Reviewed report submitted from Robb Anderson. Discussion held.

**BEAD PROGRAM LETTER OF SUPPORT:** Reviewed letter from Highline Broadband Service requesting a letter of support for the Federal BEAD grant. Motion by Kut, supported by Ketola to send a letter of support. All ayes. Motion carried.

**HANSEN AUCTION GROUP:** Reviewed information submitted.

**BATES TOWNSHIP NOTICE OF INTENT TO PREPARE A MASTER PLAN:** Reviewed letter from Bates Township.

**FOREST PARK ALCOHOL-FREE GRADUATION PARTY REQUEST:** Reviewed request. The Township is unable to donate.

**ST. VINCENT de PAUL THANK YOU:** Reviewed letter. It does not apply since the township employee was volunteering on his own personal time.

**UPSET DONATION THANK YOU:** Reviewed letter.

**TOWNSHIP UTILITY BILLING CLERK JOB ADVERTISEMENT:** Reviewed resignation letter. Motion by Seppala, supported by Ketola to accept the resignation letter from Becky Grandahl for the Utility Billing and Deputy Clerk positions with thanks for her service. All ayes. Motion carried. Motion by Niemi, supported by Ketola to advertise for the Utility Billing position. All ayes. Motion carried.

**ASSESSOR COMPLIANCE REPORT:** Reviewed the information provided by MTA regarding the responsibilities of the Township Board with property assessments.

**REAPPOINTMENT OF DAN LATO TO PLANNING COMMISSION:** Motion by Stebic, supported by Kut to reappoint Dan Lato to the Planning Commission. Roll call taken. All ayes. Motion carried.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Seppala, supported by Ketola to approve the prepaid's in the amount of \$162,996.88, the Monthly's for \$24,480.25 and the EFT's for \$725.50 with a total of \$188,202.63. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Penny McCumber stated concerns of debris on property located on State Highway M-69.

**BOARD MEMBER'S PRIVILEGE:** No comments.

**ADJOURN:** Motion by Seppala, supported by Niemi to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 2:41 p.m.

Nancy Niemi/Clerk

March 18, 2025

A Special Meeting was held on March 18, 2025 at 10:00 a.m. Board Members present were Curtis Stebic, Jen Ketola, Joanne Seppala and Nancy Niemi. Absent was Diane Kut. There was one public attendee. The purpose of the meeting was to review equipment quotes and request for purchase for the Fire Department. Motion by Ketola, supported by Niemi to approve the agenda. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**FIRE DEPARTMENT EQUIPMENT REQUESTS:** Brian Fabbri representing the CFFD was present to review quotes and request. Discussion held. Motion by Ketola, supported by Seppala to approve the Fire Department purchase request as quoted. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** None

**BOARD MEMBERS PRIVILEGE:** None

**ADJOURN:** Motion by Ketola, supported by Seppala to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 10:18 a.m.

Nancy Niemi/Clerk

March 12, 2025

A regular monthly meeting was held immediately following the Public Budget Hearing on March 11, 2025 at 2:11 p.m. All board members were present. There were 5 public attendees. Motion by Kut, supported by Seppala to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Ketola to approve the regular monthly meeting minutes from February 11, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** No report was submitted to the Township from the Crystal Falls Community Library this month.

Reviewed ICECA report provided by Chamber Director, Zach Hautala.

**WATER SUPERINTENDENT/FOREMAN REPORT:** Reviewed the Water Superintendent's report from the month of February. Discussion held. Motion by Kut, supported by Ketola to allow Foreman Randy Bucek to discuss options with GEI regarding water break investigations. All ayes. Motion carried.

**FIRE CHIEF REPORT:** Reviewed the Fire Chief's report from the month of February.

**ZONING ADMINISTRATOR REPORT:** Reviewed the Zoning Administrator's report from the month of February.

**ASSESSOR REPORT:** No report submitted from Assessor Ken West for the month of February.

**CODE COMPLIANCE OFFICER:** Reviewed the Code Compliance Officer's report from the month of February.

Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**Leeinit SERVICE CONTRACT:** Discussion held. Motion by Kut, supported by Seppala to pay the Firewall NaaS equipment remaining balance of \$2,426.00 to Guide Star making it the property of Crystal Fall Township. Roll call taken. All ayes. Motion carried.

**GEI PROFESSIONAL ENGINEERING SERVICES FOR HERITAGE TRAIL EXTENSION:** Reviewed proposal from GEI Consultants. Discussion held. Motion by Kut, supported by Ketola to approve the proposal from GEI Consultants for the DNR Heritage Trail Extension-Phase 2 with fees not to exceed \$32,900.00. Roll call taken. All ayes. Motion carried.

Reviewed update report with Robb Anderson from GEI Consultants on Fire Station Project, MI DNR Trust Fund Rec Grant Application, TMF Lead Service Grant and DWSRF Water Project Carry Over Application.

**FIRE MUTUAL AID AGREEMENTS:** Discussion held.

**FIRE DEPARTMENT EQUIPMENT REQUEST:** Reviewed request list submitted. Quotes and revised list will be needed before March 31, 2025 for Board approval.

**ADVERTISEMENT RESULTS FOR OPEN BOARD APPOINTED POSITIONS:** Discussion held.

Motion by Ketola, supported by Seppala to extend the advertisement for various positions in the Township for two weeks and for Supervisor Stebic to advertise in various media outlets. Roll call taken. All ayes. Motion carried.

**RESULTS FROM ADVERTISEMENT FOR GARBAGE PICK UP:** No new interest was submitted. Discussion held. A proposal from previous contractor interested will be needed before April meeting.

**APPROVAL OF OPERATING MILLAGE RATE – 4.75 MILLS OPERATING + UP TO .95 MILLS FOR**

**FIRE STATION DEBT SERVICE:** Discussion held. Motion by Seppala, supported by Ketola to approve the millage rate of 4.75 mills and debt services for the Fire Station up to .95 mills. Roll call taken. All ayes. Motion carried.

**SALARIES AND WAGES:** Reviewed report. Motion by Kut, supported by Seppala to approve the salaries and wages (excluding elected officials), deferred comp and HSA as presented with the effective start date of March 23, 2025. Roll call taken. All ayes. Motion carried.

**SECTION 457(B) PLAN CONTRIBUTION RESOLUTION:** Reviewed Resolution. Motion by Niemi, supported by Kut to approve the discretionary amount each year for the Crystal Falls Township 457(b) plan. The employer contribution to be allocated by the Township to the participants will be \$46.15 per payroll period. Roll call taken. All ayes. Motion carried.

**BUDGET ADOPTON FOR 2025-2026 YEAR:** Discussion held. Motion by Seppala, supported by Ketola to adopt the budget for the 2025-2026 fiscal year. Roll call taken. All ayes. Motion carried.

**APPROVAL OF INVESTMENT DEPOSITORIES FOR 2025-2026 YEAR:** Reviewed Resolution. Motion by Ketola, supported by Niemi to approve the Crystal Falls Township Investment and Depository Designation Resolution as presented. Roll call taken. All ayes. Motion carried.

**APPROVAL OF 2024-2025 BUDGET AMENDMENTS:** Motion by Niemi, supported by Kut to approve amendments to the 2024-2025 Operating Budget to the amount of all legal expenditures in each Township fund. Roll call taken. All ayes. Motion carried.

**REGULAR MEETING SCHEDULE:** Reviewed Meeting Resolution. Motion by Kut, supported by Seppala to adopt the Meeting Resolution for the 2<sup>nd</sup> Tuesday of each month at 2:00 p.m. Roll call taken. All ayes. Motion carried.

**RUNKLE LAKE MILFOIL:** Reviewed email from Township resident. Discussion held.

**TOWNSHIP RESIDENT REQUEST TO REVIEW MINIMUM HOME SIZE:** Reviewed letter request. Discussion held. Supervisor Stebic and Zoning Administrator Santilli will respond to the request.

**ROAD WORK:** Reviewed bid from Iron County Road Commission for North Light Lake Rd. Discussion held. Motion by Ketola, supported by Kut to not accept current Iron County Road Commission bid due to cost. Roll call taken. All ayes. Motion carried.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Kut, supported by Ketola to approve the prepaid's in the amount of \$7,439.67, the Monthly's for \$41,591.60 and the EFT's for \$725.50 with a total of \$49,756.77. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Randy Bucek regarding road condition of Old 141 to Premo Creek.

**BOARD MEMBERS PRIVILEGE:** Treasurer Ketola submitted a report on the winter tax collection information. Board members were appreciative of the information provided.

**ADJOURN:** Motion by Seppala, supported by Kut to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 3:31 p.m.

Nancy Niemi/ Clerk

March 11, 2025

A Public Hearing for the 2025/2026 Budget was held on March 11, 2025 at 2:00 p.m. at the Crystal Falls Township Hall. The purpose of the meeting was to review the property tax millage rate proposed to be levied to support the proposed budget and to take public comments. All Board Members present. There were no public attendees present. No public comment was offered. Motion by Ketola, supported by Seppala to close the Public Hearing for consideration of the budget. Roll call taken. All ayes. Motion carried. The Public Budget Hearing adjourned at 2:11 p.m.

Nancy Niemi/Clerk

February 13, 2025

A regular monthly meeting was held on February 11, 2025 at 2:30 p.m. All board members were present. There were 7 public attendees. Motion by Seppala, supported by Ketola to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Seppala to approve the Special meeting minutes from January 28, 2025. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed the Library minutes and financial statements from Director Evelyn Gathu.

Reviewed ICECA report and financial statements provided by Chamber Director, Zach Hautala. Motion by Seppala, supported by Ketola to accept reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN REPORT:** Reviewed the Water Superintendent's report from the month of January .

**FIRE CHIEF REPORT:** Reviewed the Fire Chief's report from the month of January.

**ZONING ADMINISTRATOR REPORT:** Reviewed the Zoning Administrator's report from the month of January.

**ASSESSOR REPORT:** Reviewed the Assessor's report from the month of January.

**CODE COMPLIANCE OFFICER:** Reviewed the Code Compliance Officer's report from the month of January. Discussion held on Department reports. Motion by Ketola, supported by Seppala to approve the Departmental reports as presented. All ayes. Motion carried.

**LEE IN IT SERVICE CONTRACT DISCUSSION:** Reviewed contract. Discussion held. Motion by Ketola, supported by Kut to accept Leeinit, LLC Service Contract and the quote for memory upgrades in the amount of \$1,360.00 pending the termination notice to Guide Star. Roll call taken. All ayes. Motion carried.

**TERMINATION OF LEASE FOR FIRE STATION WITH THE CITY OF CRYSTAL FALLS:** Reviewed Attorney Tinti's letter to the City dated January 23, 2025 to terminate the fire hall lease.

**FIRE STATION MOVE UPDATE:** Tom Bucek reported the move was going well.

**FIRE STATION SIGN UPDATE:** Robb Anderson reported the sign will be ready to install as soon as weather permits.

**BUDGETED FIRE EQUIPMENT PURCHASES APPROVALS:** Reviewed fire budget. Discussion held. Supervisor Stebic will set up a meeting with Chief Fabbri with an additional firefighter, and Clerk Niemi to review budget and request.

**ADVERTISEMENT FOR OPENINGS:** Discussion was held on advertising the position openings for (1) Planning Commission/Zoning Board member, (2) Zoning Board of Appeals members, (2) Board of Review members and (1) Library Board member. Motion by Ketola, supported by Kut to approve Supervisor Stebic to place an advertisement in the Reporter for 2 weeks and varying slots on WIKB. Roll call taken. All ayes. Motion carried.

**SECURITY CAMERA UPDATE:** Supervisor Stebic reported the cameras will be installed when the weather permits. Also, reported the support for the service will be charged on an hourly basis as needed.

**DEPARTMENT OF PUBLIC WORKS-TEMPORARY EMPLOYEE-HAL HOENIG:** Foreman Randy Bucek reported Hal is working out well.

**EMERGENCY GARBAGE CONTRACTOR:** Discussion held. Supervisor Stebic and Foreman Bucek will be compiling information for next meeting.

**GEI REPORT:** Reviewed the email from Robb Anderson updating the Fire Station Project, Michigan DNR Trust Fund Rec Grant Application, TMF Lead Service Grant, DWSRF Water Project Carry Over Application and request for letter of support for the Mansfield Township DNR Trust Fund Grant Application. Discussion held. Motion by Niemi, supported by Ketola to approve letter from Crystal Falls Township to Mansfield Township in support of the DNR Trust Fund Grant Application. All ayes. Motion carried.

**DISCUSSION OF POSSIBLE SALE OF PUBLIC WORKS PLOW TRUCK AND WATER TRUCK:** Discussion held. Foreman Bucek will advertise both vehicles.

**SALARY RESOLUTIONS:** Reviewed request of 3% increase. Discussion held.

Motion by Kut, supported by Seppala to approve the salary of \$32,123.15 for the Supervisor. Roll call taken. Ayes: Niemi, Ketola, Seppala, Kut Nays: none Abstain: Stebic Motion carried.

Motion by Ketola, supported by Seppala to approve the salary of \$35,020.00 for the Clerk. Roll call taken. Ayes: Stebic, Ketola, Seppala, Kut Nays: none Abstain: Niemi Motion carried.

Motion by Niemi, supported by Kut to approve the salary of \$33,069.63 for the Treasurer. Roll call taken.

Ayes: Stebic, Niemi, Seppala, Kut Nays: none Abstain: Ketola Motion carried.

Motion by Ketola, supported by Niemi to approve the salary of \$5,162.65 for Trustee Kut position. Roll call taken. Ayes: Stebic, Niemi, Ketola, Seppala Nays: none Abstain: Kut Motion carried.

Motion by Niemi, supported by Ketola to approve the salary of \$5,162.65 for Trustee Seppala position. Roll call taken. Ayes: Stebic, Niemi, Ketola, Kut Nays: none Abstain: Seppala Motion carried.

**DATE FOR BUDGET PUBLIC HEARING:** Discussion held. Date was set for March 11, 2025 at 2 p.m.

**QUARTERLY MEETING WITH CFFD:** Reviewed notes.

Discussion held on Township building keys for CFFD emergency access.

Discussion held on naming a Township Public Emergency contact for CFFD. Motion by Kut, supported by Ketola to appoint Supervisor Stebic as the Township Public Emergency Contact Officer. All ayes. Motion carried.

Discussion held on Joint Mutual Aid Agreements. Motion by Kut, supported by Seppala to enter into Joint Mutual Aid Agreements with Caspian /Gaastra Fire Department, Iron County Search and Rescue, L'Anse Fire Department, and Republic Fire Department. All ayes. Motion carried.

**PHONE AND INTERNET SERVICE TO FIRE STATION:** Supervisor Stebic reported Baraga Phone will service Fire Tower Road and have been in touch with them.

**APPOINTMENT OF CARY GUSTAFSON AS DEPUTY SUPERVISOR:** Supervisor Stebic informed the Board he has appointed Cary Gustafson as his Deputy Supervisor.

**UPSET CONTRIBUTION REQUEST:** Reviewed request. Discussion held. Motion by Kut, supported by Seppala to contribute \$1,000 to U.P.S.E.T. Roll call taken. All ayes. Motion carried.

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Seppala, supported by Ketola to approve the prepaid's in the amount of \$26,080.23, the Monthly's for \$32,578.86 and the EFT's for 725.50 with a total of \$59,384.59. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** No comments.

**BOARD MEMBERS PRIVILEGE:** No comments.

**ADJOURN:** Motion by Seppala, supported by Ketola to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 4:10 p.m.

Nancy Niemi/Clerk

January 16, 2025

A regular monthly meeting was held on January 14, 2025 at 2:30 p.m. All board members were present. There were 7 public attendees. Motion by Ketola, supported by Seppala to approve the agenda. All ayes. Motion carried. Motion by Kut, supported by Ketola to approve the regular monthly meeting minutes from December 10, 2024. All ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS:** No public comments.

**PRESENTATIONS/COMMUNICATIONS/REPORTS:** Reviewed the Library minutes and financial statements from Director Evelyn Gathu.

Reviewed ICECA report and financial statements provided by Chamber Director, Zach Hautala. Motion by Kut, supported by Seppala to accept reports as presented. All ayes. Motion carried.

**WATER SUPERINTENDENT/FOREMAN REPORT:** Reviewed the Water Superintendent's report from the month of December.

**FIRE CHIEF REPORT:** Reviewed the Fire Chief's report from the month of December. Discussion held. Motion by Kut, supported by Seppala to approve up to \$1,000 for replacement parts for the pickup truck with the Volunteers supplying the labor. Roll call taken. All ayes. Motion carried.

**ZONING ADMINISTRATOR REPORT:** Reviewed the Zoning Administrator's report from the month of December. Zoning Administrator, Bill Santilli noted 2024 had the second highest number of zoning permits issued over the past 20 years with a total of 46.

**ASSESSOR REPORT:** Reviewed the Assessor's report from the month of December.

**CODE COMPLIANCE OFFICER:** Reviewed the Code Compliance Officer's report from the month of December.

Discussion held on Department reports. Motion by Seppala, supported by Ketola to approve the Departmental reports as presented. All ayes. Motion carried.

**FIRE STATION UPDATE:** Supervisor Stebic updated the Board.

- 1.) GEI Report- Robb Anderson from GEI Consultants reported the punch list for the new Fire Station has been completed. The issues left to be addressed are on warranty and will be corrected.
- 2.) Final Payment to IMMEL- Discussion held. Motion by Niemi, supported by Ketola to make the final payment of \$99,307.24 to Immel Construction, Inc. and GEI Consultants of Michigan, P.C. Roll call taken. All ayes. Motion carried.
- 3.) Approval of Any Other Related Invoices/Construction Draws- Robb stated he did not know of any other at this time.

**PLANNING BOARD ADVERTISEMENT:** Discussion held. Motion by Kut, supported by Ketola to reapply the advertisement for the Planning Board vacancy on the Crystal Falls Township website and WIKB Radio Station. All ayes. Motion carried.

**ASSESSOR KEN WEST RESOLUTION REQUEST FOR BOARD OF REVIEW DATE CHANGES:** Reviewed the resolution. Discussion held. Motion by Ketola, supported by Seppala to accept the Resolution to set alternate dates for the March, July, and December Board of Review taxpayer appeal meetings. Roll call taken. All ayes. Motion carried.

**CONSULTING SERVICES FROM SCOTT KENNEY:** Discussion held. Motion by Kut, supported by Seppala to approve using the consulting services of Scott Kenney with his billing rate for municipalities of \$180.00 per hour with utilizing quarter hour increments in his billings. Roll call taken. All ayes. Motion carried.

**SECURITY CAMERA UPDATE:** The security system installation was suggested to begin in the Spring. Supervisor Stebic will check to see if any areas could begin sooner.

**DEPARTMENT OF PUBLIC WORKS-EMERGENCY TEMPORARY EMPLOYEE:** Foreman Randy Bucek stated there is a prospect for the temporary position.

**GARBAGE CONTRACTOR BID ADVERTISEMENT:** Supervisor Stebic will follow up on information from past bid from previous Supervisor Kenney.

**AUDITOR PROPOSALS:** Reviewed proposal from Barry Gaudette, CPA, P.C. Discussion held. Motion by Ketola, supported by Niemi to accept the audit proposal for the 2025, 2026, and 2027 years stated. Roll call taken. All ayes. Motion carried.

**FIRE DEPARTMENT RADIO EQUIPMENT GRANT:** Reviewed the 2025 Volunteer Fire Capacity Project Agreement. Discussion held. Motion by Kut, supported by Ketola to approve the 2025 Volunteer Fire Capacity Project Agreement with a \$2,500.00 matching amount from Crystal Falls Township. Also, with a report summary of monies spent from the grant from Chief Fabbri to follow. Roll call taken. All ayes. Motion carried.

**FIRE DEPARTMENT NEW EMPLOYEE:** Reviewed applicant. Discussion held. Motion by Seppala, supported by Ketola to approve Robert Shovald as a new Volunteer for the Crystal Falls Fire Department. All ayes. Motion carried.

**HERITAGE TRAIL EXTENSION GRANT:** Robb Anderson from GEI explained the Township's application was recommended for approval by the MI Natural Resources Trust Fund Board of Trustees and the process to moving forward. Discussion held.

**BUDGET WORKSHOP:** Set date for January 28, 2025 at 8:00 a.m. at the Township Hall.

**REFUND OF ZONING/VARIANCE APPLICATION FEE FOR EXTENUATING CIRCUMSTANCES:** Reviewed circumstances revolving around applicant. Discussion held. Motion by Kut, supported by Ketola to refund \$170.00 to the applicant due to extenuating circumstances. Roll call taken. All ayes. Motion carried.

**IRON COUNTY LAKES AND STREAMS PARTNERSHIP 2025 MEMBERSHIP:** Discussion held. Motion by Ketola, supported by Niemi to continue membership with Iron County Lakes and Streams Partnership. All ayes. Motion carried.

**COMPENSATION FOR UTILITY BILLING CLERK TRAINING:** Discussion held. Motion by Kut, supported by Seppala to compensate the Treasurer and Clerk for training hours inquired during the learning period for the new Utility Billing Clerk. Roll call taken. AYES: Kut, Seppala, Stebic ABSTAINED: Ketola, Niemi

**REVIEW OF CURRENT BILLS/INVOICES EFT'S/PREPAID/MONTHLY:** Motion by Kut, supported by Ketola to approve the prepaid's in the amount of \$90,004.39, the Monthly's for \$26,257.89 and the EFT's for 1,088.25 with a total of \$117,350.53. Roll call taken. All ayes. Motion carried.

**PUBLIC COMMENTS:** Kim Nylund thanked the Crystal Falls Township voters for their support of a new fire station and GEI for their actions to move into the new station. Trustee Kut questioned getting emergency vehicle signage around the new fire station area.

**BOARD MEMBERS PRIVILEGE:** No comments.

**ADJOURN:** Motion by Seppala, supported by Ketola to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 3:44 p.m.

Nancy Niemi/Clerk