

WAKEFIELD TOWNSHIP
REGULAR BOARD MEETING
March 5, 2024, 5:30 PM

Supervisor Lake called the Wakefield Township Public Hearing for the 2023-2024 Budget Meeting to order and led those present in the Pledge of Allegiance.

EXPLANATION OF GOALS, ROAD PROJECTS AND BUDGET: Supervisor Lake discussed the goals for the upcoming year. Supervisor Lake outlined the road projects and the budget for such. Supervisor Lake discussed the proposed budget in detail highlighting projected revenue, expenses and salaries. Copies of same were provided.

Budget Summary Fiscal Year 2024-2025

Estimated Revenues: Estimated township general fund revenues for fiscal year 2024-2025 will be similar to past history. The Millage rate is set at 4.63 mills.

Estimated Expenditures: Estimated township General Fund #101 expenditures for fiscal year 2024-2025, for the various township cost centers are as follows:

#101	Township Board	20,724.00
#171	Supervisor	20,159.00
#215	Clerk	31,355.00
#247	Board of Review	850.00
#253	Treasurer	23,037.00
#257	Assessor	15,500.00
#262	Elections	3,350.00
#265	Township Hall/Grounds	41,176.00
#266	Attorney	8,000.00
#276	Cemetery	6,872.00
#366	Fire Protection	11,116.00
#448	Street Lighting	14,249.00
#449	Public Works	83,151.00
#528	Refuse/Collector	7,500.00
#684	VA Council Rep.	650.00
#721	Planning	1,660.00
#722	Zoning	4,450.00
#751	Parks/Recreation	3,572.00
#790	Library	3,432.00
#852	Insurance	7,325.00
#862	FICA	<u>6,000.00</u>

Total Expenses: \$314,128.00

PUBLIC COMMENT ON 2024-2025 BUDGET: No public comment.

ADJOURNMENT: Motion was made by Drier, supported by Heikkila, for adjournment at 5:36 p.m.
Motion carried.

Supervisor Lake called the regular Wakefield Township Board meeting to order.

ROLL CALL: PRESENT: Mandy Lake, Supervisor; Jennifer Ahonen, Clerk; Robert Drier, Trustee; Michael Heikkila, Trustee; and Michelle Wasielewski, Deputy Clerk. ABSENT: Denice Laessig, Treasurer.

APPROVAL OF AGENDA: Motion was made by Drier, supported by Heikkila, to approve the Agenda with the addition of Agenda Items H.3. City of Wakefield Master Plan; H.4. Wakefield Chamber of Commerce; H.5. Gogebic County Veteran Services. Motion carried.

APPROVAL OF THE MINUTES: Motion was made by Ahonen, supported by Heikkila, to approve the regular board meeting minutes and election commission meeting minutes from February 6, 2024 as presented. Motion carried.

BRIEF PUBLIC COMMENT ON AGENDA: No public comment.

APPROVAL OF BILLS: Motion was made by Drier, supported by Heikkila, to accept the bills and payroll as presented for payment. ROLL CALL vote showed all those present voting YES. Motion carried.

REPORTS AND APPEARANCES:

1. GOGEBIC RANGE WATER AUTHORITY: Clerk Ahonen discussed the meeting of February 8, 2024. There was a small agenda with just operating claims and the January water sales. The audit is complete. A couple recommendations to change account numbers to follow along with the State numbers, otherwise all was very good. Financial reports are up to date.
2. SUPERVISOR/ZONING ADMINISTRATOR REPORT:
 - Great Lakes Gas will be going to the BOR to reclass their furniture from personal property to industrial. The tax tribunal is currently reviewing the request for personal property tax exemption. The BOR will make the determination of whether or not this change will be allowed.
 - Supervisor Lake has received some design options for the new sign. She will share with everyone so a decision can be made.
 - Letter of support was sent for the mine project.
 - Letter of support was sent for the City of Wakefield water grant.
 - City of Wakefield is requesting another letter of support for a Parks and Rec grant.
3. TREASURER'S REPORT: As of February 29, 2024, the General Fund #101 had a beginning balance of \$211,305.08 with receipts totaling \$189,232.81; expenditures of \$80,052.94; payroll of \$4,945.90, leaving an ending balance of \$315,539.05. Motion was made by Lake, supported by Heikkila, to approve the Treasurer's Report as presented and place on file. ROLL CALL vote showed all those present voting YES. Motion carried.
4. SOLID WASTE AUTHORITY: Trustee Heikkila stated that the garbage truck is repaired and insurance covered the cost. Another truck is going to be purchased. Rental of the current truck will remain until the new truck is received, sometime in September.
5. SECTION 32 REPORT: The next meeting is scheduled for April.

6. PARKS & RECREATION: Trustee Heikkila attended the last meeting. It was decided to go forward with a new volleyball court if the sand is available. The start time is being changed to 5:00, rather than 6:00 p.m.

CORRESPONDENCE

1. Gogebic County Board of Commissioners: Supervisor Lake has emailed the correspondence.
2. MTA Legislative Updates: Supervisor Lake highlighted a few items. All members receive this correspondence.
3. City of Wakefield Mater Plan: The draft is available for review and comment.
4. City of Wakefield Chamber of Commerce: Received letter stating all projects they have participated in and are looking for volunteers for the visitor's center.
5. Gogebic County Council of Veterans Affairs Annual Report: The minutes and annual financial report is available for review.

UNFINISHED BUSINESS: None.

NEW BUSINESS

1. APPROVAL OF 2024-2025 BUDGET and SUPPORTING MILLAGE: Prior discussion was held in detail regarding the new budget. Motion was made by Drier, supported by Heikkila, to approve the 2024-2025 Budget and Supporting Millage as presented. ROLL CALL vote showed all those present voting YES. Motion carried
2. SALARY RESOLUTIONS for BOARD MEMBERS: Each member of the Board read out loud the Salary Resolution pertaining to their position.
 - Motion was made by Lake, supported by Ahonen to approve the Salary Resolution for the Township Supervisor as follows: effective April 1, 2024, the salary of Supervisor shall be \$19,261 including local travel and economic development administration. ROLL CALL vote showed all those present voting YES. Motion carried.
 - Motion was made by Ahonen, supported by Lake to approve the Salary Resolution for the Township Clerk as follows: effective April 1, 2024, the salary of Clerk shall be \$19,261 including local travel; \$200 for duties performed for special election called by the State of Michigan and is reimbursed by the State. ROLL CALL vote showed all those present voting YES. Motion carried.
 - (In Treasurer Laessig's absence the resolution was read by Supervisor Lake.) Motion was made by Ahonen, supported by Drier to approve the Salary Resolution for the Township Treasurer as follows: effective April 1, 2024, the salary of Treasurer shall be \$19,261 for duties performed, collecting both winter and summer taxes, along with the regular duties of treasurer including local travel. ROLL CALL vote showed all those present voting YES. Motion carried.
 - Motion was made by Heikkila, supported by Ahonen to approve the Salary Resolution for the Township Trustees as follows: effective April 1, 2024 the salary for the office of trustee shall be \$3,866 for duties performed as trustee. ROLL CALL vote showed all those present voting YES. Motion carried.
3. FUND BALANCE COMMITMENT: Supervisor Lake discussed the commitment of the fund balance dollars. After discussion motion was made by Ahonen, supported by Drier to commit \$200,000 to roads and \$100,000 to economic development. ROLL CALL vote showed all those present voting YES. Motion carried.

4. ADOPT COMPENSATION SCHEDULE for 2024-2025: Changes to the compensation schedule from the previous year were discussed. Motion was made by Ahonen, supported by Lake to accept the compensation schedule for 2024-2025 as presented. ROLL CALL vote showed all those present voting YES. Motion carried.
5. BOARD MEMBER TRAVEL and EDUCATION for 2023-2024: Supervisor Lake discussed travel and training for 2024-2025. After discussion motion was made by Drier, supported by Ahonen to approve board member travel and education for 2024-2025. ROLL CALL vote showed all those present voting YES. Motion carried.
6. MEETING DATES: All regular board meetings will be held on the first TUESDAY of each month at 5:30 pm, unless an election is scheduled. The following are the meeting dates for the fiscal year 2024-2025:

April 2, 2024
May 7, 2024
June 4, 2024
July 2, 2024
August 13, 2024
September 3, 2024
October 1, 2024
November 12, 2024
December 3, 2024
January 7, 2025
February 4, 2025
March 4, 2025

BANKS OF RECORD: First National Bank of Wakefield; Incredible Bank; Gogebic Range Bank.

NEWSPAPER OF RECORD: Wakefield-News Bessemer Pick & Axe; Ironwood Daily Globe.

After discussion motion was made by Ahonen, supported by Lake to accept the meeting dates, banks, and newspapers of record as presented. ROLL CALL vote showed all those present voting YES. Motion carried.

7. GENERAL APPROPRIATIONS ACT: Supervisor Lake read the resolution incorporating all budget numbers. Motion was made by Lake, supported by Ahonen to accept the General Appropriations Act as presented. ROLL CALL vote showed all those present voting YES. Motion carried.
8. BUDGET AMENDMENTS for 2023-2024: Clerk Ahonen discussed the following changes:

Revenues: 101-000-402 Property Taxes: Budget \$158,810 increase to \$160,310 (+\$1,500)

Expenses: 101-262-702 Salaries: +1,400; 101-262-702 Office Supplies: +100

Motion was made by Drier, supported by Heikkila, to approve the Budget Amendment bringing the approved budget from \$274,850 to \$276,350. ROLL CALL vote showed all those present voting YES. Motion carried.

9. APPROVAL for ATTENDANCE at Pipeline Training: After discussion it was decided to approve all members for attendance. If you are able to attend let Supervisor Lake or Clerk Ahonen know and they will get you registered. Motion was made by Lake, supported by Drier to allow attendance to the March 28, 2024 meeting at 5:30 p.m. ROLL CALL vote showed all those present voting YES. Motion carried.

EXTENDED PUBLIC COMMENT: No public comment.

ANNOUNCEMENTS/ADJOURNMENTS

1. REGULAR MEETING: Tuesday, April 2, 2024 at 5:30 p.m.
2. BOR (Tax Appeals): Monday, March 11, 2024 at 9:00 a.m. - 3:00 p.m. at Wakefield Township Hall; Tuesday, March 12, 2024 at 2:00 p.m. - 5:00 p.m. at Erwin Township Hall and 6:00 p.m. - 9:00 p.m. at Bessemer Township Hall.
3. PLANNING COMMISSION MEETING: Meetings will be held the third Wednesday of each quarter, (March, June, September and December) at 5:00 p.m. or as necessary.

ADJOURNMENT: Motion was made by Ahonen, supported by Drier, for adjournment at 6:37 p.m.
Motion carried.

Jennifer Ahonen, CLERK OF WAKEFIELD TOWNSHIP

Typed by: Michelle Wasielewski, DEPUTY CLERK