

# ESCANABA TOWNSHIP BOARD MEETING MINUTES NOVEMBER 14, 2022

7:30 pm Escanaba Township Hall  
4618 County Rd 416 20<sup>th</sup> Rd Gladstone MI 49837

Meeting called to order at 7:30 pm by Supervisor Rymkos followed by the Pledge of Allegiance. Treasurer, Knauf-Wycoff lead a prayer of guidance and thanks.

Roll Call. Present: Supervisor, Tom Rymkos. Treasurer, Kim Knauf-Wycoff. Clerk, Theresa Chenier. Trustee, Al Gareau. Trustee, Norman Fleury. All members are present.

**Motion to approve Agenda made by Treasurer, Knauf-Wycoff. Second by Trustee, Gareau. All in favor. Motion passed. Motion to approve October 10,22 minutes as presented by Clerk Chenier. Second by Trustee Garreau. All in favor motion passed. Motion to approve previous month election commission minutes by Treasurer Knauf-Wycoff. Second by Supervisor, Rymkos. All in favor. Motion passed.**

Review of Financial Report. **Motion made by Clerk Chenier to transfer \$2000 from Roads to Township Hall repairs. Second by Treasurer, Knauf-Wycoff. All in favor. Motion passed.** Treasurer Knauf-Wycoff explained the reason to be transferring is due to implementing a process of more detail to accounts. **Motion to approve \$15000 from Road fund to increase the town hall utility fund. Second by Clerk Chenier. All in favor. Motion passed. Motion to approve Financial Report made by Clerk Chenier. Second by Trustee Gareau. All in favor. Motion passed.**

Communications. Supervisor Rymkos informed that the township received a letter from Upper Peninsula Power Company with mention of 0.1504 per kilowatt increase.

Public Comments: Gary Way. Ilsa Minor. John Miron. Bob Barron. Fred Minor.

Fire Department Report presented by Fire Chief Matt Rian. The Fire Department responded to 4 Mutual Aide calls. 1 roll over. They provided some area school aged children with a learning experience of a smoke walk through house. Training is continually being performed by department members. A grant of \$3000 was awarded by the Hannahville Indian Community. It will be used for flashlights for the firefighting crews. Chief Rian requested approval to have the ladder truck present at 3 upcoming events.

**Motion was made by Treasurer Knauf-Wycoff with second by Clerk Chenier to approve the fire truck to participate in the annual Shop with A Cop Christmas tree lighting in Escanaba on November 26, 2022 and participate in Escanaba Christmas parade on December 2, 2022. Clerk Chenier made a motion, second by Trustee Gareau to approve the truck to attend a funeral in Armstrong Creek, WI to honor the gentleman who helped spec our truck #5. All in favor. Motion passed.** Gratitude was expressed for the department's participation in Marinette, WI during a paper mill fire. 120 hours were logged.

Unfinished Business. Audit is continuing Audit is continuing

Website options were discussed. Clerk Chenier was contacted by Shoemaker Technology Group. They are township orientated, provide government secured emails, training and the option for information to be posted by township authorized personnel.

*1 year Shoemaker*  
**Trustee Fleury made a motion to sign a contract with Shoemaker Technology Group for our website provider. Treasurer Knauf-Wycoff second. All in favor. Motion passed.**

The concern of phragmites was tabled until spring.

A handy man is being considered to do various repairs on the bleachers and fencing and posts at the ballfield.

ARPA funding may be considered to cover costs of the new fire numbers that will cost approximately \$40 each.

Verso grow concerns are continuing to be looked into.

A quote of \$6000-\$10669 for vinyl fence at the pavilion was received from Delta Fence. This matter was tabled.

Highline-Metro-Act Permit/Resolution/Grant was discussed. This is a 30 year lease. Clerk Chenier reemphasized the Board is required to approve or deny. If no action is taken, the township would face a large fine.

**At 8:15 pm Trustee Fleury made a motion to accept resolution 11-22 to approve Highline Metro Act Permit. Second by Treasurer, Knauf-Wycoff. Verbal vote; Treasurer Knauf-Wycoff YES Trustee Fleury YES.**

Trustee Gareau. YES Clerk Chenier YES. Supervisor Rymkos NO based on concern of 30 year lease is too long. Motion passed. 4 YES to 1 NAY.

LaBumbard blight case update. Pictures have been forwarded to attorney.

FEMA has offered to have a zoom meeting with the township to move ahead with a required flood plain ordinance that is due by March 7, 2023. Areas depicting ~~were~~ flood zones are will need to be compiled. Clerk Chenier plans to have a sample ordinance prepared for the next meeting. *Where*

DeJain Dean will join the next Planning Commission after being sworn in by Supervisor Rymkos.

Blight complaint update: Follow up is in process.

#### NEW BUSINESS.

Treasurer Knauf-Wycoff stated that the Planning Commission did a phenomenal job addressing all concerns and making sure the township does not get stuck with decommissioning costs. Supervisor Rymkos read the proposed Solar Ordinance aloud. Clerk Chenier added that the attorney has been involved in the process. Trustee Fleury expressed the area of solar overlay would need to be cleared and would like a larger corridor. Correction was made to document typo to read September 2022 not 2021. **Motion to adopt resolution 11-22A to the Solar Ordinance was made by Treasurer Knauf-Wycoff. Clerk Chenier second. Roll Call vote: Treasurer Knauf-Wycoff Yes. Trustee Fleury No. Trustee Gareau YES. Clerk Chenier YES. Supervisor Rymkos YES. Motion passed. 4 YES to 1 Nay.**

Treasurer Knauf-Wycoff informed there was a delinquent billing from DTE brought to her attention. The information was being sent to an email no longer used. This has been corrected.

Clerk Chenier suggested after speaking with the MTA, it may be helpful to have the Fire Department look into becoming a non-profit 501c3. This would allow for some of their expenditures to be paid via donations. The township can not give donations to the fire department. Treasurer Knauf-Wycoff added there would need to be bylaws, Fed ID, 3 Directors and a registered agent to comply. This discussion was tabled.

**Motion was made by Clerk Chenier. Second by Treasurer Knauf-Wycoff to approve per diem pay for fire training out of town in the amount of \$100 per day.. All in favor. Motion passed.**

**Motion to approve a \$5000 limit business credit card be obtained to use for smaller expenses with authorized users to be Supervisor, Clerk, Fire Chief and Ladder Captain was made by Clerk Chenier. Second by Trustee Gareau. All in favor. Motion passed.**

Risk Assessment discussion regarding cemetery. Tri Media is continuing work on digital mapping of cemetery.

PUBLIC COMMENTS. Fred Minor. John Miron.

BOARD COMMENTS. Clerk Chenier gave Planning Commission Liaison report. They have been working on a ~~a~~ considering a fence ordinance. The Future Land Use Map is in process. No meeting held Nov 7, 2022 due to no quorum present. The accident fund has a credit and will be refunded. Election reporting showed 61.49% - 1886 of 3067 registered voters participated on November 8, 2022. The election process went very well. In response to an article published in the Escanaba Daily Press that stated that wrong election AV ballot guidelines were mailed out, Clerk Chenier wanted the Board to be informed that the day after the error in question was mailed, a clarification letter was also mailed. The article created confusion between the City of Escanaba residents and Escanaba Township.

Bob Barron gave the Delta County Commissioner's Report.

Approval of bills transaction October 19, 2022 thru November 9, 2022 by detailed review report was submitted for review and approve if acceptable.

**Motion to adjourn by Clerk Chenier. Second by Trustee Gareau at 9:43 pm. All in favor. Motion passed.**

Next meeting of the Escanaba Township Board is scheduled for December 12, 2022 at the Escanaba Township Hall at 7:30 pm. 4618 County 416 20<sup>th</sup>Rd Gladstone MI 49837. Contact 906-280-6182 for assistance to attend a meeting. Minutes prepared by Cathy Culliton, Recording Secretary



ESCANABA TOWNSHIP BOARD MEETING MINUTES DECEMBER 12, 2022

7:30 pm Escanaba Township Hall 4618 County 416 20<sup>th</sup> Rd Gladstone, MI 49837

Meeting called to order by Supervisor Tom Rymkos at 7:30 pm followed by the Pledge of Allegiance. Treasurer Knauf-Wycoff recited a prayer of thanks and guidance.

Roll Call. Present: Supervisor Tom Rymkos. Treasurer Kim Knauf-Wycoff. Clerk Theresa Chenier. Trustee Al Gareau. Trustee Norman Fleury. All present.

Trustee Gareau made motion for addition to the agenda to include update on house fire number signs. Second by Clerk Chenier. All in favor. Motion passed.

Motion to approve November 13, 2022 meeting minutes with corrections made by Trustee Gareau. Second by Treasurer Knauf-Wycoff. All in favor. Motion passed.

Financial Report: Treasurer Knauf-Wycoff stated all accounts are reconciled with the bank. Financial report was reviewed by members.

Clerk Chenier made a motion to transfer \$2400 from Roads to Election supplies. Second by Treasurer Knauf-Wycoff. All in favor motion passed.

Clerk Chenier made a motion to transfer \$35 from Roads to Election training. Trustee Gareau second. All in favor. Motion passed.

Clerk Chenier made a motion to transfer \$250 from Roads to Fire Department Training. Second by Treasurer Knauf-Wycoff. All in favor. Motion passed.

Clerk Chenier made a motion to move \$3600 from Roads to Fire Department Fuel Fund. Second by Treasurer Knauf-Wycoff. All in favor. Motion passed.

Trustee Gareau made motion to approve the Financial Report with changes. Second by Treasurer Knauf-Wycoff. All in favor. Motion passed.

Communications. Supervisor Rymkos received a letter from Gladstone Library with information of funding and FEMA regarding flood plain management.

Public Comments. Maradee Luft- Verso Grow contamination concerns.

Fire Department Report by Chief Matt Rian. There were 2 calls. Mutual aid to Brampton, cancelled in route and 1 rollover. Trucks #5 and #6 participated in the Escanaba Christmas parade, Shop with a Cop and to pay tribute and honor at a Wisconsin funeral. Annual Christmas party was held. DOT inspections are complete except on truck #5. #1 pump valve leak will be repaired. The \$3000 grant from Hannahville Indian Community was applied to purchasing needed flashlights. In January he will be applying for grant monies again. Sunday December 18, 2022 5-8pm will be the department's annual **CANDY CANE** drive for canned food items for St. Vincent DePaul, while handing out candy canes. This has been annual favorite among residents in participating neighborhoods. They are holding a business meeting December 20, 2022 at the Besse Hall. They will discuss the 501c3 option, W4 forms and letters to inactivate firefighters on the active roster that no longer participate. There are four members taking fire classes 1 & 2. 290 hours of training. **Motion to use truck #1, #5, and #6 for annual CandyCane Food Drive made by Treasurer Knauf-Wycoff. Second by Clerk Chenier. All in favor. Motion passed.**

Unfinished Business. Audit is continuing.

Cemetery update. December 21, 2022 a meeting with Tri Media, Maintenance Dan Marenger and Clerk Chenier is scheduled. Progress is going well. Website Update.

Approved Jan 9 Cathy Culliton

headlamps  
personal lights

Chief Rian

Shumacker Technology Group held a virtual meeting with Clerk Chenier, Treasurer Knauf-Wycoff and Cathy Culliton. The Public is encouraged to contact Theresa, Kim or Cathy with any suggestions for the website.

ARPA. Clerk Chenier again requested public input on distribution of the funds. Smart Board for the fire department at approximately \$10,000 is being highly considered. Bittner Engineering's architectural plans for updates to the township hall is another grant fund option.

Verso Grow. Concerns have been rising throughout the township. More information will be presented to the attorney. It was suggested to use the FOIA to obtain a list of permit holders along with a copy of the permit.

Water in basement and Bittner Review. Bittner Engineering inspected issue with basement water leakage and will submit suggested solutions along with renovations of required bathroom updates and kitchen re-location to the upstairs. Supervisor Rymkos will contact Bradfield Construction for repair estimate to basement leakage.

**Motion to call Bittner Engineering to schedule another meeting with Supervisor present and to provide CAD of renovations was made by Treasurer Knauf-Wycoff. Second by Clerk Chenier. All in favor. Motion passed.**

LaBumbard blight issue. Further contact with the attorney is needed to take the next step to enforce.

FEMA. Ordinance for Flood Plain Areas needs to be completed in March 2023.

Future Land Use Map and Zoning plan. Future Land Use Map has been received by Board from the Planning Commission. **Motion to grant permission to send letters of amendment to Escanaba Township Master Plan to entities that border the township made by Treasurer Knauf-Wycoff. Second by Trustee Gareau. All in favor. Motion passed.**

Blight complaint update. Supervisor Rymkos and ZA Gareau will follow up. Photos have been taken.

Resolution Fee schedule for land splits. There are 3 ordinances to work on. Supervisor Rymkos read the resolution aloud which included setting fees for land division. All members are present. **Resolution motion on Land Division Act Public Act 246 Land Division Ordinance 9-22A, Boundary Line Adjustment Ordinance 9-22C, Platted Lot Split Ordinance 9-22-B, offered by Clerk Chenier. Second by Treasurer Knauf-Wycoff. All in favor. Resolution passed with fees set as: \$150 for Land division with \$50 for each additional splits. \$50 fee for Boundary line Adjustments. \$50 fee for Plat/Lot split. Roll call vote. All in favor. Motion passed.**

New Business. **2023 meeting dates were presented. Motion to accept 2023 meeting dates made by Treasurer Knauf-Wycoff. Second by Clerk Chenier. All in favor. Motion passed.**

**Motion to appoint Bob Tourangeau, Nate Nuemeier and Vicki Gobert to the Board of Review and Carla Beauchamp as alternate was made by Treasurer Knauf-Wycoff. Second by Trustee Gareau. All in favor. Motion passed.**

**Motion to approve JC Property Maintenance contract for snow plowing and removal was made by Clerk Chenier. Second Trustee Gareau. Verbal vote. Knauf-Wycoff YES. Trustee Fleury NO. Trustee Gareau YES. Clerk Chenier YES. Supervisor Rymkos YES. Motion passed 4 YES to 1 NO.**

Taxes –IRS. A 2017 tax bill notice was received and presented to Schnieder, Larche, Haapala Accounting, since they were administrating the township taxes at that time. *Clerk signed P.O.A. to S.L.H. to release information*

Referendum on Ordinance No 11-22. Mr. Bob Barron is approaching township residents to collect signatures.

Public Comments. Fred Minor. Theresa Nelson. Barb Clairmont.

Board Comments. Clerk Chenier and Treasurer Knauf-Wycoff expressed clarification of rumors that important or required documents were burned. This is not true. All documents were carefully examined and sorted through with professional record keeping guidelines followed.

Clerk Chenier presented the Planning Commission Liaison report. December 5, 2022 meeting had 4 members present. 1 absent fulfilling quorum. DJ Dean was appointed to the Planning Commission. 6 new permits were received. There is a hearing for N.3 Lane zoning during the January 2, 2023 Planning Commission meeting. Future Land Use Map was approved. Mr. DeLaire requested a variance for new garage. He was informed of the process to proceed to the Zoning Board of Appeals.

No Delta County Commissioner's report. Mr. Barron is not present.

**Trustee Gareau made motion to approve bills as presented. Trustee Fleury second. All in favor. Motion passed.**

**Motion to adjourn made by Treasurer Knauf-Wycoff. Second by Trustee Gareau. All in favor. Motion pass to adjourn at 9:20 pm.**

The next scheduled regular meeting of the Escanaba Township Board is January 9, 2023 7:30 pm at the Escanaba Township Hall 4618 Co 416 20<sup>th</sup> Rd Gladstone, MI 49837. If you require assistance to attend a meeting, please contact Cathy at 906-280-6182.



**ESCANABA TOWNSHIP BOARD SPECIAL MEETING DECEMBER 20, 2022 3 PM**

**ESCANABA CHAMBER OF COMMERCE BUILDING 1001 N Lincoln Rd Escanaba MI 49829**

Meeting called to order by Escanaba Township Supervisor, Tom Rymkos at 3pm followed by the Pledge of Allegiance and a prayer of guidance and thanks by Treasurer Kim Knauf-Wycoff.

Roll Call. Present are Supervisor Tom Rymkos, Clerk Theresa Chenier, Treasurer Kim Knauf-Wycoff, Trustee Al Gareau and Trustee Norman Fleury. All members are present. *- Wycoff*

Supervisor Rymkos, thanked everyone for being able to attend the special meeting.

**Motion to approve agenda made by Treasurer Knauf-Wycoff. Second by Trustee Gareau. All in favor. Motion passed.**

Public Comments. NONE

Open statements were made by Marty Fittante CEO Region 1 Invest U.P. Mr. Fittante stated this is the largest investment ever made regarding the future of the Upper Peninsula.

A presentation of Billerud's business plan for the Escanaba Mill located in both Escanaba and Wells Townships, was given by Billerud employees seeking designation as Forest Products Processing Renaissance Zone with partial abatement of property taxes through the Plant Rehabilitation and Industrial Development Districts Act Public Act 198 of 1974.

Assessor Colleen Maki informed the tax payment presently to Escanaba Township is \$600 annually. This resolution will create a substantial increase for future taxes.

At 3:42 pm Supervisor Rymkos read the resolution aloud.

**At 3:54 pm Treasurer Knauf-Wycoff made motion to adopt resolution 12-20-22, effective December 31, 2022, with the dates corrected to read January 1, 2024 through December 30, 2038. Second by Trustee Gareau. Verbal vote. All in favor. Motion passed.**

Public Comments. Michelle Labadie, Billerud Union Steward, expressed appreciation for the support given to the company and the area's future.

**At 3:56 pm motion to adjourn was made by Trustee Gareau. Second by Trustee Fleury. All in favor. Motion passed.**

The next scheduled meeting of the Escanaba Township Board is January 9, 2023 7:30 pm at the Escanaba Township Hall 4618 Co 416 20<sup>th</sup> Rd Gladstone, MI 49837.

Meeting minutes prepared by Cathy Culliton, Recording Secretary.

*approved Jan 9, 2023 Cathy Culliton Theresa Chenier Clerk*