

**CHASSELL TOWNSHIP BOARD MEETING**  
**November 15th, 2025**

The meeting was called to order at 6:04 PM by Lynn Gierke

**PRESENT:** Lynn Gierke, Bethany Baetsen, Andrea Aho, and Dan Palosaari

**MINUTES:** Motion by Bethany Baetsen to approve the previous month's minutes, supported by Andrea Aho. M/C.

**TREASURER'S REPORT:** Motion to approve the September Treasurer's Report by Dan Palosaari, supported by Lynn Gierke. M/C.

**AGENDA:** Motion by Bethany Baetsen to approve the agenda supported by Andrea Aho. M/C

**PAYMENT OF BILLS:** The payment of bills was approved per motion by Dan Palosaari supported by Bethany Baetsen. M/C

**PUBLIC COMMENTS:** None

**CORRESPONDENCE:** Lynn Gierke shared two Thank-You notes the township received. One from the Holy Trinity Lutheran Church and Chassell Fire and First Responders for use of the pavilion for this year's Trunk or Treat. It was a success. The second was from the UP Regional Health Blood Center for use of the Fire Hall for their recent blood drive. They collected 13 pints.

**SUPERVISOR:** Discussion in Old and New Business

**CLERK:** Bethany Baetsen is working out issues with reconciliation of the General Ledger. She completed the Employee Handbook which will be discussed in Old Business, brought on a new Deputy Clerk which will be discussed in New Business, and will be working to apply for a grant through the State of Michigan Bureau of Elections for reimbursement of the Dropbox expenses.

**TREASURER:** New W/S postcards went out for the first time. Andrea Aho is prepping winter taxes and is still receiving summer tax payments as well. She commented on receiving several through our new Online Bill Pay system and how handy that can be for seasonal residents.

**FIRE DEPARTMENT/FIRST RESPONDERS:** Jason Schaaf reported that there were no Fire Department calls since the last board meeting. Matthew Moore reported that there have been 12 First Responder calls since the last meeting and 104 year-to-date.

**TOWNSHIP MAINTENANCE:** Craig Austin reported that the first lagoon was discharged this week and UPEA workers were out measuring the slope and sloughing on the banks. The second lagoon will be discharged in the near future. The first batch of Half Moon Beach Rd. pumps have been installed. Craig warned that next season, the township may have to divert some resources to Lakeshore Dr. as two of the pumps that serve multiple residences are in need of replacing. The cost of the pumps have jumped from \$2,000 to \$3,000 which the township needs to take into consideration. As for garbage the township made a \$450 profit last month but is still losing money on recycling. Craig also updated the board on newer chlorine content recommendations for water leaving the water plant. The park is all closed down for the season. Craig reminded the board that we need signs made up for donation boxes at the following recreational assets: boat launch, pickleball court, kayak launch, fish cleaning station, ice rink, and trails. He also called to attention the need for better communication amongst invested parties in the township, saying that he is not able to drop what he is doing at a moment's notice. The board discussed and agreed to start a weekly group chat check-in on Sundays/Mondays to remind everyone of events, absences, etc.

**ZONING:** The language for the blight ordinance is still being worked on and will be tabled until the next board meeting.

**PLANNING COMMISSION (PC):** The PC board didn't meet last month. Max Massoway's Bark Park project is complete. EGLE approved the permit for the bridge fix and creek repair at the ball park. Keith Meyers thanked Dan Palosaari for cleaning out the creek debris and resetting the bridge. The gravel for the ball park is coming tomorrow. Keith Meyers recognized Steve Szyskoski for volunteering his time and

surveying expertise to accomplish the proper drainage on the field. The PC is still working on the community contribution for the Pike River Bridge project. Volunteers from Michigan Tech for Make A Difference Day helped with clean-up along the Lakeshore Dr. rail trail corridor, raking at the cemetery, and trail maintenance and the Chassell trails.

**ASSESSOR:** The next Board of Review meeting will be held on December 11th at 5 PM at the Fire Hall. The meeting is primarily for clerical fixes within tax and assessing documents.

**WEBSITE:** The link for Township mass messaging through TextLA is on the website, Keith Meyers will post the link to the Facebook page as well.

**OFFICE BUILDING:** None

**ENGINEERING:** Chris Holmes reported to the Board that Merrie Carlock of the DNR agrees it is best to close out the SPARK grant. The township will then receive the remaining funds to go towards pavilion curtains, new boards for the ice rink, and the adjustable boat ramp. In regards to the boat ramp, Chris should receive and pass along prices and pictures of the prototype shortly. He recommends bidding the project sooner as the price of aluminum is expected to go up. In regards to the water project, the engineering report is 99% complete but the remaining paperwork can't be completed until the federal government lifts the shutdown. In regards to the sewer work on Lakeshore Dr., Chris presented the change order to the board which included the additional fencing cost, a credit for using a BABA certified pump, the additional cost for temporary electrical work and additional paving. Bethany Baetsen made a motion to approve the change order of the additional cost of \$3,725.65, supported by Dan Palosaari, M/C. Chris Holmes then discussed the need to extend the wiring at the LSD liftstation. The current wiring is too short and require one of two options: 1) replace the wiring in it entirety with the required longer material (note: the township will not be able to return or get a credit on the current wiring) or 2) have Keweenaw Power and Light add a junction box above ground to then add the additional length required (Note: this may be beneficial for DPW accessibility). The Board decided they would pursue whichever option turned out to be more cost-effective. Chris Holmes then presented the Board with a resolution to pay MJO contracting the project amount of \$483,813.81 upon receiving the applied funds from Rural Development Grant and Loan Program. Bethany Basetzen made a motion to adopt this resolution, supported by Lynn Gierke, M/C. B&B Contracting was awarded the bid for the Forcemain Project at the Special Meeting on 10/14. They are moving faster than expected and would like to begin work ASAP with an expected completion date of Jan. 1st. Their pre-construction meeting is tomorrow. The Board agreed to let them begin with full transparency that the Township is still waiting on the Federal shut down to lift in order to disperse those funds.

**REVIEW BUDGET:** None

**OLD BUSINESS:**

- A. Craig Austin is working with an auction company to sell the compactor.
- B. Lynn Geirke made a motion to approve the new 2025 Employee Handbook, supported by Andrea Aho. M/C.
- C. The Board is going to wait on reviewing the W/S ordinance until after the rate study done by MRWA this December.
- D. Lynn Gierke updated the Board on Section 19 disaster relief funding. The township will receive roughly \$97,000 to be used as reimbursement for the 3rd St./Hancock St. repairs and also to cover the planned stormwater repairs from the opposite US 41 ROW to the Portage Canal within the Centennial Park parcel.
- E. Andrea Aho found a radar sign through All Traffic. The sign can display multiple messages, has a built in security camera, and batteries that can operate in the colder weather. The Board discussed and would like to purchase but with impending road repairs, decided to table the allocation of those funds until Spring.

**NEW BUSINESS:**

1. Bethany Baetsen updated the board on her Deputy Clerk, Ann Vollrath. She made a motion to approve hiring Ann as Deputy Clerk, supported by Lynn Gierke, M/C. Dan Palosaari made a motion to pay Ann \$21/hour based on her previous experience as City of Houghton Clerk, supported by Lynn Gierke, M/C.
2. Andrea Aho made a motion to accept the new wording on the W/S postcard bills to include that late fees more than 3 months delinquent be placed as a lien on the property's tax bill, supported by Lynn Gierke, M/C.
3. Dan Palosaari made a motion to sell the 2004 Ford Salt Truck, supported by Bethany Baetsen, M/C. Craig Austin will work with the auction company he is using to sell the compactor to sell the Salt Truck as well. He will also attempt to get a higher price from any interested local parties.
4. Amanda Deyhaert will be taking over the lease of Superior Family Chiropractic from Mischa Doman. Bethany Baetsen made a motion to approve the new lease including the extended lease renewal date of 2030, supported by Andrea Aho, M/C.
5. John Holland from Michigan Rural Water Association (MRWA) will be visiting Chassell to complete the rate study December 9th. Chris Holmes told Craig Austion to connect John with UPEA for a lot of the data he might need to complete the study.

The meeting was adjourned at 7:40 PM by Bethany Baetsen, supported by Andrea Aho, M/C.

Lynn Gierke, Supervisor \_\_\_\_\_ Bethany Baetsen, Clerk \_\_\_\_\_