

CHASSELL TOWNSHIP BOARD MEETING
December 10th, 2025

The meeting was called to order at 6:06 PM by Lynn Gierke

PRESENT: Lynn Gierke, Bethany Baetsen, Andrea Aho, and Curt Judson

ABSENT: Dan Palosaari

MINUTES: Motion by Bethany Baetsen to approve the previous month's minutes as well as the special meeting Minutes from October 14th and 24th, supported by Andrea Aho. M/C.

TREASURER'S REPORT: Motion to approve the December Treasurer's Report by Curt Judson, supported by Bethany Baetsen. M/C.

AGENDA: Motion by Lynn Gierke to approve the agenda supported by Andrea Aho. M/C

PAYMENT OF BILLS: The payment of bills was approved per motion by Curt Judson supported by Lynn Gierke. M/C

PUBLIC COMMENTS: Eagle Scouts Evan and Max Massoway presented their completed projects to the Board. Evan's Ball Field revitalization took 42 volunteers 190 man hours to complete. Max's Dog Park clean-up and add-ons took 26 volunteers 251 hours to complete. The Board thanked both Evan and Max for all their hard work, due diligence, and financial responsibility.

CORRESPONDENCE: None

SUPERVISOR: Discussion in Old and New Business

CLERK: Bethany Baetsen is still working out issues with reconciliation of the General Ledger. She completed a grant through the State of Michigan Bureau of Elections for reimbursement of the Dropbox expenses. Chassell will have 3 elections next year as well as will have to contribute an additional \$300 per election to the County Clerk for expenses incurred during the Early Voting Period. Those expenses are only applied during state and federal elections.

TREASURER: Andrea Aho discussed an issue with the system updates on the BS&A Assessing program which required input from both BS&A and REMC in order to resolve. She will discuss managing this issue in the future with Mark Maki. Andrea recommended completing BS&A updates at the beginning of every month for all programs.

FIRE DEPARTMENT/FIRST RESPONDERS: Curt Judson reported that there were 6 Fire Department calls since the last board meeting, 33 year-to-date with most due to the outages associated with the last large snowstorm. He also reported that the Firehall was open as a warming center during the outage and the need to coordinate with the Red Cross or other such organizations in order to potentially provide cots and other resources. Matthew Moore reported that there have been 13 First Responder calls since the last meeting and 117 year-to-date. He also reported that all license renewals have been completed with the State of Michigan, all the SBCA units arrived and we will be giving our older ones to the village of South Range Fire. They expect the new aluminium shed to arrive before the New Year.

TOWNSHIP MAINTENANCE: Craig Austin reported that there is no news yet on the sale of the compactor or salt truck. He discussed the need for a snowblower and presented three comparable prices to the Board. Lynn Gierke made a motion to purchase the \$1299 unit from Festival Foods/Ace Hardware, seconded by Bethany Baetsen, M/C. Craig presented prices from McGanns to replace the ice rink boards for roughly \$2200. Craig also informed the board that both lagoons are now dumped and that he made 29 trips to Amasa this year for water testing. Garbage came out \$156 ahead this month while recycling is still a \$259 loss. The Board discussed and agreed to use the garbage cards for recycling and raise the rates to \$130 /card. Craig renewed his water license which is good for another three years. The Board discussed the need for extending the pavilion sidewalk and purchasing some more picnic tables at the park. Criag encouraged the Board to use cement pads and chains to anchor any new tables.

ZONING: None

PLANNING COMMISSION (PC): Keith Meyers informed the Board that the 5-year road plan will be

submitted to the Houghton County Road Commission. The Board discussed. Lynn Gierke made a motion to accept the current plan, supported by Curt Judson M/C. Keith also informed the Board that Dan Palosaari finished up work at the old ice rink and replaced the 12 in. culvert with an 18 in. Keith thanked Kim Maki for the ditching work. Molly Ploe has been nominated to take over for TJ Palosaari on the PC Board. Lynn Gierke made a motion to approve Molly's appointment, supported by Bethany Baetsen, M/C. Doug Hamar is concerned about the 4th st. drainage. The ski trails are cleaned up after storm damage and the polaris went in for repairs to Dollar Bay Powersports. Dan Palosaari will crown the ball field in the spring.

ASSESSOR: The next Board of Review meeting will be held tomorrow December 11th at 5 PM at the Fire Hall. The meeting is primarily for clerical fixes within tax and assessing documents. Curt Judson made a motion to begin charging \$100 for land division permits, supported by Bethany Baetsen, M/C.

WEBSITE: The new Deputy Clerk, Ann Vollrath will need to be trained on the website.

OFFICE BUILDING: The ATM is now removed from the SFC building.

ENGINEERING: Chris Holmes was absent from the meeting but provided an email update to the board as follows:

"RD Sewer Funding:

I spoke with RD and submitted the Right-of-Way package the other day. RD will submit the ROW package to the Office of General Council (OGC) for review. Once the ROW package has been approved, OGC can send out instructions for closing. Once we get instructions for closing, we can set a closing date. I'm anticipating closing to be sometime in early February.

Sewer Improvements:

Lakeshore Drive Lift Station: MJO had a partial startup on the lift station on Monday, December 8, 2025, adjusting pumps in the wet well and controls adjusted. They still need to do startup on the generator, swap out the breaker box (the existing one is an interior one which needs to be replaced with an exterior one), and final adjustments to the controls.

Wastewater Improvements/Forcemain:

B&B's sub, EBI Drilling, completed 800 LF of directional drilling from the main lift station towards the bridge before the snowstorm. They have ceased operations until the spring, due to the weather. B&B has requested winter shutdown.

RD Water Application:

We continue to compile the required documents for the RD Application. I will get a draft Preliminary Engineering Plan over to the Township before Christmas.

Adjustable Boat Launch:

I reached out to Lowell Miller with Feighner Boat lifts & docks to see if he had any new information after his visit downstate. I have not heard back from him. I will send him another email and call him. Once we have comments back from them, we can finalize the plans and specs.

Centennial Park Preliminary Engineering Study:

We are working on getting the draft report completed before Christmas. I will get a draft copy to the Township for review/comment."

REVIEW BUDGET: Bethany Baetsen made a motion to approve the following budget amendments, supported by Andrea Aho, M/C.

Garbage

101-521-730 from 1,000 to 11,375 (MISC-new bags)

Parks & Recreation

101-750-702 from 16,000 to 19,000

101-750-801 from 151,000 to 155,000

Audit

101-850-801 from 13,000 to 18,825 (Contracted Services)-Additional Audit

Property Insurance

101-865-910 from 9,100 to 9,995

Park & Recreation Fund

208-756-930 from 0 to 3,000 (Contracted Services)

OLD BUSINESS:

- A. John Holland from MRWA was here with Craig reviewing our water system and will provide some guidance on our upcoming water/sewer ordinance changes. Lynn Gierke explained our negative water/sewer budget and how we will be fixing that issue in 2026.
- B. The Board decided to decommission the current pavilion curtains and not offer them next summer. They are in too poor of condition. The Board will continue to seek out financially feasible options to replace the curtains.

NEW BUSINESS:

- 1. Craig Austin reported on the software company that he believes would be a good investment for the township as asset management software and would house more data as well as an alert system that our current GIS capabilities lack. The Board decided to table Silversmith Software until the end of the year.
- 2. Lynn Gierke made a motion to appoint Keith Meyers as the townships representative for the Houghton County Recreational Authority, supported by Bethany Baetsen, M/C.

The meeting was adjourned at 7:45 PM by Lynn Gierke, supported by Curt Judson, M/C.

Lynn Gierke, Supervisor _____ Bethany Baetsen, Clerk _____