

**WEST BRANCH TOWNSHIP
AGENDA**

APRIL 15th, 2025 7:00 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF AGENDA**
- 5. PUBLIC COMMENT (3 minute per person maximum)**
- 6. ACTION ITEMS**
 - A. APPROVAL OF MINUTES**
 - B. JOB BILLS**
 - C. JOB BUDGET**
 - D. FINANCIAL**
 - E. BUDGET**
 - F. PAYMENT OF BILLS**
- 7. REPORTS**
 - A. ZONING ADMINISTRATOR**
 - B. ASSESSOR REPORT**
 - C. MARQ-TRAN BOARD**
 - D. PLANNING COMMISSION**
 - E. PETER WHITE PUBLIC LIBRARY LIAISON**
 - F. JOINT OPERATIONS**
 - A. MEETING REVIEW**
- 8. RECREATION TEAM**
- 9. SOA**
- 10. CORRESPONDENCE**
- 11. OLD BUSINESS**
 - A. COPIER**
 - B. AUDITOR DATES**
- 12. NEW BUSINESS**
 - A. ROAD UPDATE**
 - B. PLANNING/ZONING TRAINING**
- 13. EXTENDED AGENDA ITEMS**
- 14. EXTENDED PUBLIC COMMENT**
- 15. BOARD COMMENT**
- 16. ADJOURNEMT**

WEST BRANCH TOWNSHIP
REGULAR MEETING

APRIL 15TH, 2025 7:00PM

Meeting opened with Pledge of Allegiance. Roll call was taken by Supervisor Kris Shaw. Members present included Supervisor Kris Shaw, Clerk Deena Barnhart, Treasurer Catherine Shaw, Trustee Matthew Barnhart, and Trustee Laurie Beauchamp. Also present were PWPL Liaison Natasha Lantz, Karla Hardy, Sally Niemi, Melissa Krans, and Mark Krans.

AGENDA: A motion to approve the Agenda with additions of adding G. Board of Review under Reports was made by Deena Barnhart and supported by Catherine Shaw. M/C

PUBLIC COMMENT: Karla Hardy requested that ‘No Parking’ signs be placed out when there are events at the Township Hall. Kris Shaw stated yes, that could be done. Sally Niemi stated she would like to know the history of ambulance service in the township; she believed that at one time ambulance service was paid for by taxes. Kris Shaw stated that Skandia/West Branch has never had transport services but if she had further questions, he would arrange for someone from the First Responders to answer her questions.

MINUTES: A motion to approve the Regular Meeting minutes from April 15, 2025 meeting was made by Catherine Shaw and supported by Deena Barnhart. M/C

JOB BILLS PAYABLE: Joint Operations bills had been approved at the Joint Quarterly Meeting on April 14, 2025.

JOB BUDGET REPORT: Joint Operations Budget was approved at the Joint Quarterly Meeting on April 14, 2025.

FINANCIAL REPORT: A motion to approve the Financial Report as presented was made by Deena Barnhart and supported by Matthew Barnhart. M/C

BUDGET REPORT: A motion to approve the final budge for 2024-2025 with the following adjustments: move \$1220.78 from Election Salary to Assessor Salary and move \$804.00 from Deputy Clerk salary to Deputy Treasurer Salay, was made by Kris Shaw and supported by Catherine Shaw. M/C

A motion to approve the current 2025-2026 with the following adjustment: move \$265.00 from Groundskeeper Salary to Planning Commission Workshop was made by Matthew Barnhart and supported by Deena Barnhart. M/C

BILLS PAYABLE: A motion to pay the remaining bills from 2024-2025 totaling \$2,220.52 was made by Catherine Shaw and supported by Matthew Barnhart. M/C
A motion to pay the total current bills totaling \$31,599.53 was made by Matthew Barnhart. M/C

ZONING ADMINISTRATOR: Zoning Administrator Mike Beltz was not present. Discussion was held on a FOIA request that was received. Office Manager Erin Sunderman will respond to the request and inform Zoning Administrator Mike Beltz of the request.

ASSESSOR REPORT: Assessor Cameron Fuess sent a report stating that the March Board of Review went well and that everything had been collected, coded and filed with the State.

MARQ-TRAN ADVISORY BOARD: Trustee Matthew Barnhart shared that he had been placed on the Building and Maintenance committee. He stated that Marq-Tran will be phasing out the longer buses and moving to the shorter transit buses. **Next meeting will be on Thursday May 15, 2025.**

PLANNING COMMISSION: Kris Shaw reported that the next meeting for the Planning Commission will be in September. They are working on updates and amendments to the zoning map.

PETER WHITE LIBRARY: PWPL liaison Natasha Lantz reported that she is part of the strategic planning committee for the library where they make plans for future use of the library.

BOARD OF REVIEW: The minutes from the March BOR are on file.

WATER DEPARTMENT: Laurie Beauchamp stated she had concerns about the wages being paid to the Water Department worker/maintenance. Discussion was held about wages for this position compared to other positions within the JOB and Township positions.

RECREATION TEAM: Kris Shaw reported that the Recreation Team has ordered t-shirts and hoodies from Helen Bicigo to be sold as a fund raiser for the park.

JOINT OPERATIONS: Quarterly Meeting was held April 14, 2025. Minutes are on file.

SOA: The meeting for April was canceled. The next meeting will be in July.

CORRESPONDENCE: New emails for all township officials have been issued through Iron Bay Computer. If there are any questions please speak with Erin Sunderman.

OLD BUSINESS:

- A. COPIER: The new copier was ordered on April 11, 2025. OPG will take the old copier when they deliver the new one. **A motion to have Supervisor Kris Shaw sign the new contract for the copier and maintenance was made by Matthew Barnhart and supported by Catherine Shaw. M/C**
- B. AUDITOR: The auditor will be in the UP the week of June 23, 2025 and will contact us with the dates they will be in our office.
- C. MAINTENANCE WORKER: Laurie Beauchamp stated the JOB has an employee manual we could possibly borrow. Kris Shaw would like to have a job description ready for the May meeting.

NEW BUSINESS:

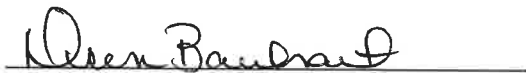
- A. ROAD UPDATE: Kris Shaw met with the MCRC to discuss trimming costs for the Engman Lake Road project. The contractor came back with a re-bid of \$368,793.10, of which the Township is responsible for \$173,856.89. The County will be taking care of ditch cleaning and culverts. **A motion to move forward with the County bid for Engman Lake Road was made by Deena Barnhart and supported by Catherine Shaw. M/C**
- B. PLANNING/ZONING TRAINING: A workshop for planning and zoning officials will be held on May 14, 2025. **A motion to approve payment for planning commission members to attend the workshop was made by Deena Barnhart and was supported by Matthew Barnhart. M/C**

EXTENDED AGENDA ITEMS:

EXTENDED PUBLIC COMMENT: Natasha Lantz asked what a brush truck is. Kris Shaw explained it's a truck used by the fire department to get into areas where a fire may be that a traditional fire truck cannot go. She also asked where Marq-Tran stops in our area. Matthew Barnhart stated he believes it's the A&M Café but he will check into it. Natasha asked where we got the new copier and if we purchased or leased it. Deena Barnhart stated that we did purchase the copier through OPG with a maintenance contract.

BOARD COMMENT: Deena Barnhart stated that the Sprin Banquet for the Marquette County Township Association was being held on May 14, 2025 at the Michigamme Township Hall. Deena will be attending on West Branch Township's behalf.

Meeting adjourned at 8:17 pm


Submitted by Deena Barnhart, Clerk