

Interior Township
Interior Township Hall
Regular Meeting
February 13, 2024

Meeting was opened at 6:07 pm by Supervisor O'Sullivan

The Pledge of Allegiance was recited.

Members Present: Trustee Fred Johnson, Treasurer Melanie Pelkola, Supervisor Joseph O'Sullivan & Clerk, Mary Koch.

Members Absent: Trustee Paul Besonen Note: Paul Besonen arrived at 6:10 p.m.

Supervisor's Report

Nothing to report.

Approval of Minutes

After review of minutes, a motion was made by Joe O'Sullivan to accept the regular scheduled meeting minutes from January 11, 2023 and seconded by Melanie Pelkola. Motion carried.

Treasurer's Report

The Treasurer's report was presented by Melanie Pelkola and reviewed by all. A motion was made by Mary Koch to accept the Treasurer's report, seconded by Joe O'Sullivan. Motion carried.

Approval of Expenditures

Approval of proposed expenditures supported by the Board signing of the Treasurer's report.

Public Comments

Opened at 6:18 p.m. No comments were made.

Approval of Agenda

Motion was made by Mary Koch to approve the agenda. Motion was seconded by Melanie Pelkola. Motion carried.

Committee Reports

- Need 2 Board of Review Members
- Need Cemetery Committee Members
- Need 2 Planning Committee Members
- Planning Committee Report – Melanie Pelkola spoke on behalf of the Planning Committee's recent activities involving mapping of the township.
- Water Report – Bob Stenfors reviewed the recent sanitary water survey results for the Board with noting the following deficiencies needing action: 1) Well easement for well by school. 2) Updating well houses. Wells pumps have corrosion with pipe damage. 3) Cross connection control for township businesses with water service. Additionally there are multiple reports that need to be completed and submitted. The Service-Line Verification Plan where 20% of water customers will need to be tested for lead was also discussed. Due to the increased workload, Bob Stenfors is requesting a pay increase. Paul Besonen and Bob Stenfors will meet tomorrow and review several of the items needing attention and try to order some of the necessary parts and equipment. Joe reviewed the emergency response plan and noted some is already in place and may simply need more contact information to be completed. Joe is going to research additional options to assist the township in initiating/completing this reporting requirement.
- Sewer Report - Nothing to report.

Unfinished Business

- Delinquent Water Bills – It was discussed and determined that four letters of delinquent notice will be sent out on 1/12/24 and two residence to be turned off.
- New Water Software. Joe working with water and sewer clerk on proceeding.
- Trout Creek sign proposal. Joe continues to work on this.
- AccuNet Web Services – the township’s website is complete but the process of uploading various township information is still being configured. Training is available.
- Ballot Drop Box Surveillance Security System is in the building but needs to have camera installed in entry way looking at the ballot drop box. Paul going to install.
- Quickbooks upgrade still being researched.

New Business

- Approval of Employee Wage Scale to cover the increase in the minimum wage effective January 1, 2024. Joe O’Sullivan made motion to approve and Mary Koch seconded. There was a roll call vote and motion carried.
- Federal Covid Relief Fund discussion took place as there is a report due by end of April 2024 to inform what monies have been spent thus far and how. Mary Koch will attempt to complete this on-line report as no monies have yet been spent or obligated. The Board needs to report on how will obligate by 12/31/24. Several options were discussed for obligating the townships allocation of \$28,000 from siding the hall, pump house improvements or other water survey requirements, to purchasing a tractor for mowing around the sewer ponds. This will continue to be discussed.
- Joe O’Sullivan made a motion to nominate PJ Fish as administrator of the township’s website until January 2025 and Melanie Pelkola seconded the motion. All members in favor and the motion carried.
- Water and Sewer rates for 24/25 and other budget issues need to be addressed in the month ahead. There was much discussion and the decision was unanimous there is the need to increase the monthly residential water fee to \$53.50 moving forward with next year’s budgeting.

Public Comment

Opened at 8:45 pm – there was none.

Adjournment

Meeting was adjourned by Supervisor O’Sullivan at 8:47 pm.

Mary Koch, Interior Township Clerk