

~~Draft~~ Approved
Charter Township of Portage
Regular Board Meeting
May 11, 2015
Township Office
47240 Green Acres Rd
Houghton, MI 49931
(906) 482-4310

The meeting was called to Order at 7:00 p.m. Those in attendance were Supervisor Bruce Petersen, Trustees Peggy Anderson, Andrew Kemper, John Ollila, Bill Bingham, Treasurer Carol Little and Clerk Jamie Solka

Absent from Meeting:

The Pledge of Allegiance was said.

Motion Made by John Ollila to amend the agenda, seconded by Andrew Kemper, all voted in favor, motion carried.

Additions include:

1. Personnel Manual – Unfinished Business
2. Green Cemetery – Unfinished Business

Motion made by John Ollila, second by Peggy Anderson to approve meeting minutes from Regular Meeting on April 13, 2015 – All voting yes. Motion carried.

Motion made by Peggy Anderson, second by Andrew Kemper to approve bills as presented at the meeting, all voting in favor.

Clerk's Report – Jamie Solka mentioned May 5, 2015 elections went well. Election workers did an amazing job. The State of Michigan does not require an election worker to be a resident of Portage Township.

Treasurer's report – Carol Little mentioned she will be getting the payoff amount for Fire Pumper Truck so Fire Chief Marty Raffaelli can make the decision to pay the loan off.

Zoning Administrator's report – Read by Supervisor Bruce Petersen
Motion made by Bill Bingham for Zoning Administrator to stop or contact Township Office at least twice a week for zoning correspondence, hand in monthly mileage and make sure to inform the applicants about the status of the application. Second by Carol Little, all voting in favor. Motion carried.

OLFD – Report by Ted Soldan– 2 responder calls
Chief Soldan asked permission to pay for cleaning services for OLFD. Motion made by Bill Bingham to pay Tom Hider \$10/hr for cleaning the Fire Hall. Second by Jamie Solka, all voting in favor. Motion carried. Payments to be made quarterly.

HTFD – Reported by Marty Raffaelli – 1 Fire call, 2 Jaws calls

Assessor's report – Bill Bingham made motion to accept Lisa Karrio's resignation letter, second by Andrew Kemper. All voting in favor, motion carried.

Public Comments:

None

Correspondence:

Supervisor Bruce Petersen handed out all correspondence

Unfinished Business:

- A) UPEA/Chris Holmes – Gave an update on Special District Information and Infiltration Study
- B) FIOA Policy/Resolution – Updated from MTA Website
- C) Lynn Madison from Western UP Health Department gave her response for the Green Cemetery – Stated since the cemetery already exists there is no problem with having a Green Cemetery. John Ollila made motion to add language to existing ordinance for Green Cemetery Practice and adopt a fee schedule immediately, second by Carol Little. All voting in favor, motion carried.
- D) Assessor Letter & Personnel Search – Accepting applications for an assessor till May 21, 2015. Personnel Committee will make recommendation to board. Bill Bingham made a motion for Lisa Karrio's resignation letter to be a part of official record. No Vote: John Ollila and Carol Little. Yes Vote: Peggy Anderson, Bill Bingham, Andrew Kemper, Bruce Petersen and Jamie Solka
- E) Portage Plaza – Curb stop with shut of valve will be installed

New Business:

- A) Dodgeville Ice Rink – Use recreational funds for new ice rink surface, maintenance guys to take out existing surface
- B) Township is in need of an updated Digitized Zoning Map

Committee Meeting & Updates: (all committee meetings, agendas/minutes are posted on website)

- A) Recycle Task Force @ Marquette Recycle Center – 5/1/15
- B) Cemetery Committee Meeting – 4/23/15
- C) Personnel & Insurance Committee Meeting – 4/27/15
- D) Planning Commission – Mixed Use District – 5/6/15
- E) MTA "On the Road" – Magnusson Franklin Square – 5/20/15

Other Business:

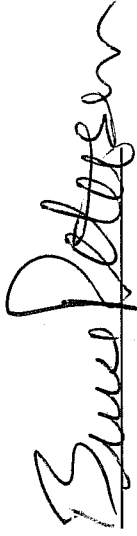
- A) Planning Commission Committee Meeting scheduled for May 28, 2015 at 7:00 p.m.

Public Comment

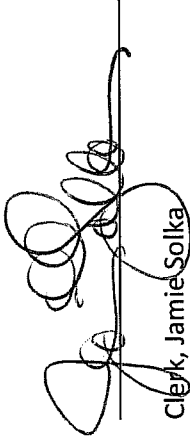
No Oiling

Attendance: Chris Holmes/UPEA

The meeting adjourned at 8:37 p.m. on a motion by Carol Little second by John Ollila



Supervisor, Bruce Petersen



Clerk, Jamie Solka