

~~Draft~~ Approved
Charter Township of Portage
Regular Board Meeting
July 13, 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, Treasurer Carol Little, Trustees Peggy Anderson, Bill Bingham, John Ollila
Absent: Trustee Andrew Kemper & Clerk Jamie Solka.

The Pledge of Allegiance was said.

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

Additions include:

1. Request from Laura for school funding – New Business
2. Tax Sale/Foreclosure – Treasurers' Report
3. Comments from Trustee Bill Bingham – New Business

Motion made by John Ollila, second by Bill Bingham to approve meeting minutes with corrections from Regular Meeting on June 8, 2015, – All voting yes. Motion carried.

Motion made by Peggy Anderson, second by Bill Bingham to approve June 18, 2015 Special meeting with corrections – All voting yes. Motion carried.

Motion made by Peggy Anderson to approve the bills after a discussion in regards to late fees and incorrect amounts on checks. Second by John Ollila – All voting yes. Motion carried.

Clerk's Report – None

Treasurer's report – Report handed out to all board members. Taxes have been sent out.

Bill Bingham made a motion to send foreclosed tax property back to County Treasurer. Second by John Ollila – All voting in favor.

HTFD – Reported by Marty Raffaelli – 3 Fire calls, 0 Jaws calls. A new member to the department was added, Isaac Butkovich.

OLFD – Reported by Ted Sohlden - Fire calls, Jaws call. The upcoming picnic is on August 2 from 12-5 at the Pavilion.

Assessors Report: Report handed out to all board members.

Bill Bingham made motion to approve the resolution for the inspection of records during customary office hours. Second by Peggy Anderson. Question was asked about access to the records – property owner will be given assessors contact information, assessment roll will be placed in outer office.

All voting in favor, motion approved. Assessor Laura Erhart asked for money to attend classes to obtain her level III – MAAO. Questions were brought up by Carol Little about number of units she is currently assessing and whether we should be paying the full amount. Carol will contact Laura and find out how many other units she is assessing, per boards request.

Public Comments:

Gentleman made a comment thanking the township board for approving our Green Cemetery.

Mark Kempainen – commented on the amount of money spent in legal fees, he would like a copy of the budget showing how much was budgeted and what has been spent so far. Also commented that the consent agreement was created by previous board and that the 3 new board member had nothing to do with it.

Sally Sanford voiced her concerns about the way the vote was taken and regards to the request for extended hours.

Zoning Administrator's report – Read by Supervisor Bruce Petersen

Correspondence:

Supervisor Bruce Petersen handed out all correspondence

Unfinished Business:

A) Chris Homes/UPEA – Gave an update on the infiltration issue and the Green Acres project. He has been in contact with Duane Reid – Interest rates are at 2.58 percent.

B) Cemetery Ordinance 119 Amended – First reading of the new Cemetery Ordinance with the motion by Bill Bingham to increase the caretaker fees to \$25.00 annually. Second by John Ollila, all voting in favor. Motion carried.

C) Personnel Manual – working on the updates

New Business:

A) Dodgeville Ice Rink – Asphalt is out and we will be digging down to put in 5” surface of concrete. Grant application for \$15,000. Was filed with PHF for the Dodgeville Ice Rink.

B) Digitized Zoning Map – Discussed new map – asked to have it available to be viewed by the public.

C) Generator Hookup – Bids from Manderfield and Bay Electric for an external electrical generator hook-up. No action taken at this time.

D) Bill Bingham made a motion to approve Metro Act Right of Way from AT&T Permit Extension

E) Lawn Mower Tractor – Bill Bingham made a motion to approve the purchase of a new lawn mower from Abe’s Supply for \$2799. Second by Peggy Anderson. All voting in favor. Motion carried.

F) General Policy for Public Records Inspection – John Ollila made a motion to appoint Supervisor as the FOIA Coordinator with clerk as the backup. Second by Peggy Anderson. All in favor, motion carried.

G) Two FOIA requests from Steve Pence – 1st request: Copy of the Consent Judgement and a recording of Special Meeting from 6/18/15. 2nd request: Recording of Regular Meeting from 6/8/15, also wanted to know if the Township had a “Conflict of Interest Policy”.

H) Clerk Vacancy – Bill Bingham made a motion to accept Clerk Jamie Solka’s resignation letter. Second by Carol Little. All voting in favor, motion carried. Announcement Published 7/10/15 closes 7/20/15. 7/22/15 at 3:00 to interview any candidates.

I) Library Board Member Nominations – Supervisor Bruce Petersen made a recommendation to appoint Lara Repp to the Library Board

J) Zoning Board of Appeals – 2 Vacancies. John Ollila suggested we make Matt Dedo the Chair and contact Mark Jalkanen to sit on board

Committee Meeting:

A) Board of Trustees Special Meeting – June 18, 2015

B) Planning Commission Public Hearing for Zoning Manual/Map – August 12, 2015

C) Board of Review – July 21, 2015

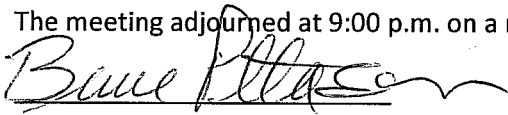
Other Business:

None

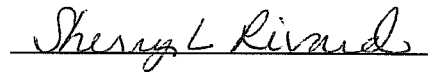
Public Comments:

None

The meeting adjourned at 9:00 p.m. on a motion by John Ollila second by Bill Bingham



Supervisor, Bruce Petersen



Clerk, ~~Jamie Solka~~ Sherry Rivard