

Charter Township of Portage  
Regular Board Meeting  
March 14, 2016  
Township Office  
47240 Green Acres Road  
Houghton, MI 49931  
(906) 482-4310

The meeting was called to Order at 7:00 p.m. Those in attendance were Supervisor Bruce Petersen, Clerk Sherry Rivard, Trustees Peggy Anderson, Bill Bingham, Andrew Kemper, and John Ollila, Roy Britz Constable

Treasurer Carol Little (Absent)

The Pledge of Allegiance was said.

Motion Made by John Ollila to accept the agenda with additions. Bill Bingham seconded, all voted in favor, and the motion carried.

Motion made by John Ollila, supported by Peggy Anderson to approve the Regular February 8, 2016 Board meeting minutes with corrections made, all voted in favor, motion carried.

Motion made by Peggy Anderson, seconded by John Ollila, to approve the bills as audited prior to the meeting. All voted in favor and the motion carried.

**Clerk's Report:** Budget to Actual Distributed – Election Completed – 745 voters

**Treasurer's Report:** Treasurer absent - Treasurer's reports were distributed.

**Zoning Administrator's Report:** The February 2016 report from Jon Marshall was read aloud by Supervisor Bruce Petersen.

**Fire Departments Report:**

OLFD – Ted Soldan reported EMS and fire Calls

HTFD – Fire Chief Marty Raffaelli reported on jaws of Life and fire calls.

**Assessor's Report:** The Assessors report was distributed.

**Public Comments:**

There were no public comments.

**Correspondence:** Supervisor, Bruce Petersen discussed correspondence.

**Old Business:**

A) Chris Holmes – Spoke briefly about the status of the Green Acres Road/Huronton/Dodgeville infiltration joint project application to USDA – RD.

B) Quick Claim deed for the charitable lot donation to the TWP has been returned and has been conveyed to Nick Daavettila to be registered at the courthouse.

C) Bernie Carr has resigned from both the P.C. and the Board of Review – Acknowledgement letter will be sent.

D) 2016 Passport Rec Grant Resolution - Passport Grant funding match/In-Kind services/donated materials/labor ok'ed by the Board. Resolution passed.

E) AMAR 2016 Review – Assessors plan to address identified discrepancies was ok'ed by board.

**New Business:**

- A) Roy Britz – One of two TWP Constables discussed what duties and services that he does for the TWP.
- B) Copy machine replacement was discussed – Sayans would give us G.E.M. pricing for a new machine. Will wait until there are no more parts available for the Kyocera KM 1650.
- c) Leslie will be serving as a receptionist at the front desk for four weeks while Sherry and Debby are out for four weeks.

**Committee Meetings and Updates:**

- A) Planning Commission meeting – March 2, 2016 – Discussion with Amy Zawada Houghton’s Rental inspector.
- B) Recreation Committee – March 2, 2016 - 2017 to 2021 Rec. Plan Update has been completed – ready to go to WUPPDR for public outreach efforts.
- C) PAAR Plan meeting - March 3, 2016 – Met with Risk Representative – Suggested among other things cushioning in playground, do some fire hydrant pump tests, etc.
- D) B.O.R. – Organizational meeting/review the role – March 09, 2016. The early meeting for the public occurred March 14, 2016 and the late meeting occurred for the public on March 15, 2016.
- E) MDOT – March 10, 2016 - US 41-M 26 Corridor meeting at the City Center
- F) John Ollila attended the Rural Development Fund Board meeting

**Other Business:**

**A) Reschedule “cost” meeting workshop for the Board of Trustees (Handout Reviewed)**

The meeting adjourned at 9:10 p.m. on a motion by John Ollila.

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Supervisor, Bruce Petersen

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Clerk, Sherry Rivard