

0Charter Township of Portage
Regular Board Meeting
June 12, 2017
Doelle Senior Center
35604 Pike River Rd
Chassell, MI 49916
(906) 482-4310

The meeting was called to Order at 7:00 p.m. Those in attendance were Supervisor Bruce Petersen, Deputy Clerk Sheri Faull, Treasurer Carol Little, Trustees Peggy Anderson, Bill Bingham, John Ollila, Bill Fink.

The Pledge of Allegiance was said.

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

Motion made by Bill Bingham, supported by John Ollila, to approve the May 8, 2017 Board meeting minutes, and the May 4, 2017 Special meeting minutes, all voted in favor, motion passed.

Bills were discussed. Clerk needs to provide documentation for her mileage request. Water bill at Maintenance building seemed high. Per maintenance, they have not changed their water usage, but are working on meters which require a lot of water to run thru them. Board still waiting for listing of street lights in township to make sure we only paying electric bill on what is in our township. Also, documentation should be with all checks cut. Motion made by Peggy Anderson to approve this month's bills audited prior to the board meeting, seconded by John Ollila, all voted in favor, motion passed.

Clerk's Report: Treasurer gave Clerk's report in her absence. Financial reports were reviewed. Townhall budget for Receptionist/Water Dept salary will be about \$12,000 short if continued to be paid just from Townhall. Treasurer suggests she should be paid from Water and Sewer budget too. Bill Bingham suggested end of month water/sewer reports. He to meet with Carol on what he wants to see. Under Board of Review's budget, 300% was spent on continuing education. Otter Lake Dam Assessment was only budgeted for \$500. It should be \$4,000. Zoning and Planning for education was \$410, but only budgeted for \$200. John Ollila suggests a July review and then make adjustments to budget.

Treasurer's Report: Treasurer report given. She's waiting for L-4029 Millage Request Reports to arrive in order to finish processing property tax bills. County has 3 parcels in our township coming up for tax sale. Suggests we make a motion that we don't want them, otherwise we must come up with a use for them. There is a parcel on Otter River that has \$4,000 in delinquent taxes. Board to take a look at it to possibly add to the Recreation Plan. July 31st is the last date to redeem.

Zoning Administrator's Report: Handed out report. John Ollila and Bill Bingham spoke about advertising signs in township. Can only advertise product if it's on the property of the product/service. Feed Mill Café will be notified about their signs throughout the township.

Fire Departments Report: HTFD - Marty Raffaelli – 1 Structure Fire that was a mutual aid with Stanton and Adams Twp; OLFD - Ted Soldan - 1 EMS call. Also said they are first on list for DNR's surplus pumper. It would be free to the department.

Assessor's Report: There was no report submitted.

Public Comments: John Ollila spoke about the Pilgrim Watershed Project. Bill Leder from the Watershed Project will be invited to July's meeting. Bill Bingham said the current phone system needs to be changed. Incoming phone calls are not being answered. Motion made by Bill Bingham to have phone system changed back to front desk answering all incoming calls, supported by John Ollila, all voted in favor, motion passed.

Correspondence: Supervisor has correspondence that can be reviewed. Nothing to act upon at this time.

Old Business:

- A) Green Acres Road sewer and Dodgeville/Hurontown Sewer Infiltration Correction progress – Chris Holmes spoke. There is no new information or concerns so far.
- B) Audit – Due at the end of June. Auditor has been ill. Hoping to be done soon.
- C) Water at Cemetery – Chris Holmes spoke. An irrigation system is estimated to cost \$500,000 for the whole cemetery. He said we could just do sections at a time. Treasurer stated that the Perpetual Care Account has \$1 million in it. We cannot use it for cemetery expenses, just the interest we earn on it. Treasurer will review with MTA on possible Perpetual Care money options.
- D) Automated Water Meters – Two meetings were held so far. Supervisor still waiting for written cost estimates. HD Supply supplies about 80% of Houghton County currently on automated meters. Supervisor spoke about many of the special features of the meters. Chris Holmes will speak to Rural Development regarding possibility of meters being added to our sewer project.
- E) MIOSHA Training – Excavations – DPW and Cemetery staff attended.
- F) Computer quotes – Up and Running quoted \$1,300 for a laptop and \$1,300 for a desktop computer.
- G) Treasurer decided not to go to the Michigan Municipal Treasurers Class which she previously requested.

New Business:

- A) Ordinance 134 Dangerous Buildings – We need an Enforcement Hearing Officer. Mike Manderfield volunteered to do it. We will pay a small stipend and expenses only. Will get more information on duties involved.
- B) Three residents want dust protection on their roads. Calcium chloride costs at Houghton County Road Commission and Valley View Quarry discussed. Will form a committee to discuss options.
- C) Board meeting minutes should be posted each month MTA has posting procedures. Bill Bingham suggested on any posting in paper to include website address.
- D) AMAR review will be held in July with Assessor.
- E) MTA suggested that all Board Members sign the Principles of Governance pledge. Motion made by John Ollila for Board to sign pledge and hang in the office, supported by Peggy Anderson, all voted in favor, motion passed.
- F) Range Bank requested a motion from Township to combine lot lines at old Range Bank building in order for them to sell. Motion made by Bill Bingham, supported by Peggy Anderson, all voted in favor, motion passed.

Committee Meetings and Updates:

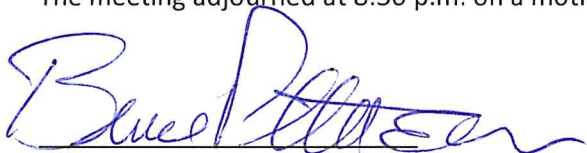
- A) Water and Sewer Committee reviewed automated meters.
- B) Planning Commission reviewed tiny house infractions. Decided to leave fencing requirements as is. Discussed the marijuana dispensary issues. Changed the business setback from commercial properties to 25 feet from 10 feet.

Other Business:

- A) White Pine Lane water line issue discussed.
- B) Supervisor attended the US41 Corridor meeting.
- C) Valley View Quarry site inspection shows they are making progress on dust and noise reduction.
- D) Supervisor will be attending a Township Supervisor's training meeting.

Public Comments: None

The meeting adjourned at 8:50 p.m. on a motion by John Ollila, seconded by Peggy Anderson.



Supervisor, Bruce Petersen

Clerk, Heidi P Riutta