

Charter Township of Portage  
Regular Board of Trustees Meeting  
March 11, 2019

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, March 11, 2019 at the Portage Township Hall.

**Call to Order:** The meeting was called to order by Bill Fink at 7:00 PM

**Pledge Allegiance:** Pledge of Allegiance was led by Bill Fink

In attendance were Clerk Amy Skewes, Treasurer Betsy Smith and Trustees Peggy Anderson, Bill Bingham, Bill Fink, and John Ollila. Absent: Supervisor Bruce Petersen

**Additions or Changes to the Meeting Agenda:**

2 residents had frozen water pipes and are requesting township to refund money

County Jail Study

Water rate changes.

Ollila made a motion to accept the agenda with additions, seconded by Anderson. All in favor

**Approval of the Bd. of Trustees Previous Minutes:** A motion was made by Ollila and seconded by Bingham to approve the February, 19<sup>th</sup> 2019 special meeting. All in favor.

**Approval of the Bills:** A motion was made by Anderson and seconded by Ollila to approve the bills as audited. Aye: Anderson, Bingham, Fink, Ollila, Skewes, Smith. Nay: none Motion carried by voice vote

**Review Clerk's Report:**

Amy will be attending a meeting at the Franklin Township Hall on March 28<sup>th</sup> with Kurt from GBS.

The Wex gas card is in process but on hold because we need more information.

**Review Treasurer's Report:**

Tax season over. Waiting on DNR/PILT payment. Working on year end report for audit. Bingham asked how long Carol Little will be needed for training. As long as needed to be comfortable with all job duties.

**Review Zoning Administrator's Report (John/Bill) for (January 2019):**

Ollila talked to MTA, nothing is in the pipeline from the state regarding Air B&B'S. Question on the status of the rental ordinance.

**Review Fire Departments:**

**OLFD:** Fires, 1 EMS 1

Received a quote of \$61,000 for basic remodel. (insulation, panels, sheet metal, doors, etc) Will talk with Chris Holmes to get estimates from UPEA.

**HTFD:** Jaws 2 Fire 3

Austin was looking to get approval to apply for a grant to help with the cost of hiring a full time Fire Dept. Employee. The application needs to be turned in this month. Due to the last minute decision needed, the board decided to hold off until the next grant application is due to make this decision.

**Review Assessor's Report:** None

**Public Comments:**

Randy Manninen from Otter Lake Sportman's club, said the club is interested in purchasing a few acres of Portage Twp. property on Lake road. Township will send a letter to Attorney to check if we can sell outright or if we need to bid property out.

**Correspondence:** UP EA Mailing, DEQ Permit for culvert under US-41 (South of Denton RD), Portage Health Foundation, March 21<sup>st</sup> 8AM breakfast. Thank You for the UPSET Support. Charter franchise breakdown, royalty \$3800.00

KEDA Membership – A motion was made by Bingham and seconded by Smith to pay the membership fee of \$440.00. Motion was carried by Voice vote. Aye: Anderson, Bingham, Fink, Ollila, Skewes, Smith

**Old Business:**

- A. Green Acres Rd. Sewer & Infiltration R. D. – How to fund UPEA work prior to RD grant closing & tunnel-vision sewer video project. Specs are almost done, 15 basements left out of 60. Need the deed from Matt (Matt's auto Body) for the lift station.  
Ollila made a motion, seconded by Bingham for the township to make payments in advance of the bond being issued and finalized. Motion carried by voice vote. Aye: Anderson, Bingham, Fink, Ollila, Skewes, Smith. Nay: None
- B. DNR trust fund resolution largely complete – Due April 1<sup>st</sup>.
- C. 2016 DNR grant bid opening – Dodgeville restroom addition – Dirtworks low bidder at \$71,950.00  
DNR Ok'd the bidding process UPEA awarded. Should be completed in July

**14. New Business:**

- A. Recreational Marihuana ordinance Opt-Out 1<sup>st</sup> publication done, second reading/acceptance needs to occur tonight then final publication.  
John Ollila made a motion seconded by Anderson to accept the second reading to Opt Out of recreational Marihuana. Motion carried by voice vote. Aye: Anderson, Bingham, Fink, Ollila, Skewes, Smith. Nay: None
- B. FEMA category B Grant contract from state police – Still waiting.
- C. Otter Lake Fire Dept. 4<sup>th</sup> of July parade Co-Sponsor \$250.00 one day event insurance.

A motion was made by Fink and seconded by Ollila to pay \$250.00 insurance to co-sponsor the parade. Motion was carried by voice vote. Aye: Anderson, Bingham, Fink, Ollila, Skewes, Smith.  
Nay: None

- D. Adams Township rate increase. February base rates only and customer notification.  
A motion was made by Ollila and seconded by Bingham to add a \$5.00 surcharge on sewer rates beginning April for Portage sewer customers until deficit is removed. Motion carried by voice vote. Aye: Bingham, Fink, Ollila, Skewes, Smith Nay: Anderson  
A motion was made by Smith and seconded by Ollila to increase all water rates by 25% except on Naumkeg Shores Effective April 1<sup>st</sup>. Motion was carried by Voice vote. Aye: Fink, Ollila, Skewes, Smith. Nay: Anderson, Bingham
- E. County Jail Study – There will be a County wide task force, each municipality will supply 2 people to represent their residents.

15. Meetings:

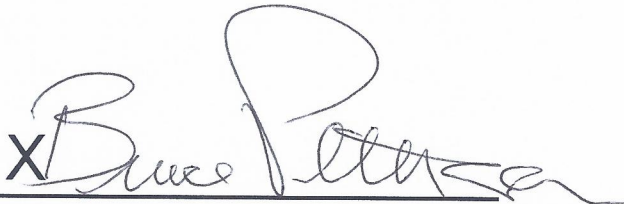
- A. Personnel Comm. Manual review/update reschedule  
B. Sewer/Water Comm. – Water Meter upgrades – schedule meeting. Will schedule when Bruce returns.  
C. Sewer Water Comm. Water meter upgrades – schedule meeting. Will schedule when Bruce returns  
Peggy commented that planning commission is getting organized.

17. Public Comment: None

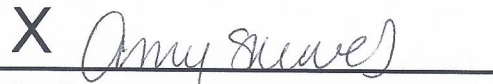
18. Adjourn: A motion was made by Ollila and seconded by Smith to adjourn at 9:00 PM. All in favor, motion carried by voice vote.

Public Attendance:

Ted Solden- Otterlake FD  
Roy Britz – Houghton County Commissioner  
Chris Holmes - UPEA  
Randy Manninen – Otter Lake Sportsman's Club  
Austin Kucharski – Hurontown FD

X 

Bruce Petersen  
Supervisor

X 

Amy Skewes  
Clerk