

Draft Approved
Charter Township of Portage
Regular Board Meeting
December 8, 2014
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, Andrew Kemper, John Ollila and Clerk Jamie Solka

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. Office Position – Unfinished Business
2. Attorney – Unfinished Business
3. Goodwill – Unfinished Business
4. Year End Bills – Clerk's Report
5. Deputy Clerk – Clerk's Report

Motion made by Bill Bingham, second by John Ollila to approve meeting minutes with corrections from Regular Meeting minutes from November 10, 2014 – All voting yes. Motion carried.

Motion made by John Ollila, second by Peggy Anderson to approve November 12, 2014 and November 20, 2014 Budget workshop meetings – All voting yes. Motion carried.

Motion made by Peggy Anderson, second by Andrew Kemper to approve bills as presented prior to the meeting, with an addition, All voting in favor. Motion carried. Clerk's Report – Report handed out to all board members.

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

Clerk's report – Report handed out. Amy Puuri is the new Deputy Clerk. Bill Bingham made a motion to approve to pay all December bills by year end, second by Andrew Kemper. All voting in favor. Motion carried.

Zoning Administrator's report – Read by Supervisor Bruce Petersen

HTFD – Reported by Marty Raffaelli – 2 Fire call, 1 Jaws calls. Approved donation of \$300.00 to Hurontown Fire & Rescue for the Christmas Party.

Assessor's report – All have copies.

Public Comments:

Mark Kemppainen – is concerned with the \$7.50 rate increase for Dakota Height Sewer, said if we did a use fee increase it wouldn't affect the elderly and low income as hard.

Correspondence:

Read by Supervisor Petersen

Unfinished Business:

- A) Chris Holmes/UPEA – Motion made by John Ollila to proceed with the infiltration study costing between \$15,000. - \$20,000. Township will supply labor from DPW crew to assist with project, second by Bill Bingham. Poll vote, all voting in favor. Motion passed.
- B) 2014 Budget – Bill Bingham made motion to approve 2014 Budget at activity level and adding Mrs. Stone's water & sewer bill to the software, second by John Ollila, all voting in favor, motion carried.
- C) 2015 Budget Hearing on December 11, 2014 at 4:00 p.m. followed by Budget Special meeting

D) Health Insurance – Andrew Kemper made a motion to approve the recommendation by health insurance committee to opt out of state requirements and adopt Superior Health and Life gold level plan for DPW crew and Assessor. Second by John Ollila. Poll vote, all voting favor, motion carried.

E) DNR Passport Grant – Accrued 160 total points out of 200

F) Personnel Policy Handbook – Finalized copies given to township board to review

G) Ordinance 141. Initial Review and Acceptance – John Ollila made motion to begin process to raise base fee \$7.50 for Dakota Heights Sewer rates. Second by Bill Bingham. All voting in favor, motion carried.

H) 1. Hours Township Office – Jamie Solka made motion to approve new office hours for Portage Township from 9 a.m. – 3 p.m. open through lunch hour, second by Andrew Kemper. Poll vote – Yes: Jamie Solka, Andrew Kemper, Carol Little, John Ollila, Peggy Anderson, Bruce Petersen. No: Bill Bingham

2. Andrew Kemper made a motion to eliminate front office position and have Deputies take over duties, second by Jamie Solka. Poll vote – Yes: Jamie Solka, Andrew Kemper, Carol Little, John Ollila, Bill Bingham, Peggy Anderson. No: Bruce Petersen

I) Regular Board Meeting Date – John Ollila made motion to hold regular board meeting on the 2nd Monday of the month at 7:00 p.m. plus June 2015 meeting will be held in Tapiola at Doelle Senior Center, second by Bill Bingham. All voting in favor, motion passed.

J) Goodwill Contract – John Ollila made motion to approve yearly contract with Goodwill Industries to handle confidential document destruction needs, second by Andrew Kemper. All voting in favor, motion passed.

K) Attorney – John Ollila made motion to approve Nick Daavittila to continue as attorney of record, second by Peggy Anderson. All voting in favor, motion carried.

New Business:

A) Duane Reid with Rural Development letter was read by Supervisor Bruce Petersen

B) Property Tax Pie Chart Inclusion Proposal – Chart handed out to show board a different option for keeping the township residents updated on where tax monies are allocated.

Committee Meeting:

A) Planning Commission – Zoning Manual Updates – Nov 5, 2014

B) Planning Commission – Regular Meeting – Nov 12, 2014

C) Personnel and Insurance Committee – Nov 11, 2014 & Nov 25, 2014 (Review personnel Manual) Dec 1, 2014 (Finalize Personnel Manual)

D) US-41/M26 Corridor Meeting – Nov 13, 2014

Other Business:

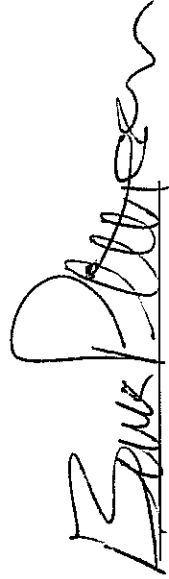
A) Board Committees for 2015 – will be the same as 2014

Public Comments:

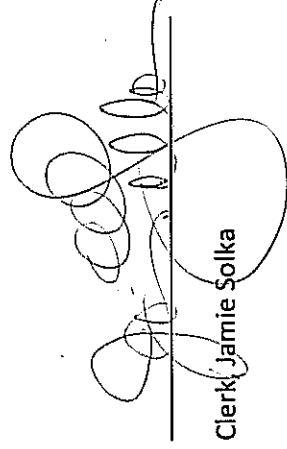
Mark Kempainen – Stated that we need to get all the bills allocated accordingly.

Attendance: Mark Kempainen, Chris Holmes and Marty Raffeailli

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



Supervisor, Bruce Petersen



Clerk, Jamie Solka