

Charter Township of Portage
Regular Board Meeting
December 14, 2015
Township Office
47240 Green Acres Rd
Houghton, MI 49931
(906) 482-4310

The meeting was called to Order at 7:05 p.m. Those in attendance were Supervisor Bruce Petersen, Clerk Sherry Rivard, Treasurer Carol Little, Trustees Peggy Anderson, Bill Bingham, and John Ollila. Trustee Andrew Kemper was absent.

The Pledge of Allegiance was said.

Motion Made by John Ollila to accept the agenda with the addition of 2016 Board Meeting calendar under New Business, comments from Bill Bingham regarding 425 Act under New Business and sewer project comments with UPEA Report, Planning Commission update by Peggy Anderson, and approval of Attorney, payment of year-end bills, and funds deposit authority of Treasurer under Treasurer's report. Bill Bingham seconded, all voted in favor, and the motion carried.

Motion made by John Ollila, seconded by Peggy Anderson to approve the Regular November Board meeting minutes and November 9, November 25, and December 3, 2015 Special Board meeting minutes as submitted, 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: Year-to-date Budget to Actual report was distributed.

Treasurer's Report: Treasurer's reports were distributed. Tax payments have been coming in. Bill Bingham motioned to authorize payment of bills through the end of the year, authorize Treasurer to deposit funds to local banks, to and set a final 2015 budget meeting for December 28, 2015. Carol Little seconded, all voted in favor and the motion passed. John Ollila moved that the Township continue to contract Nick Daavettila, Attorney at Law, for the 2016 calendar/fiscal year. Peggy Anderson seconded, all voted in favor and the motion passed.

Zoning Administrator's Report: The November 2015 report was read aloud by Supervisor Bruce Petersen. A review of the fee schedule and charging fees to the resident was suggested.

Fire Departments Report:

OLFD – Ted Soldan reported that the Fire Department responded to one fire call and made two EMS runs.

HTFD – Fire Chief Marty Raffaelli reported two fire calls and six Jaws of Life calls. The Santa visit was poorly attended.

Assessor's Report: Laura Erhart, Township Assessor, presented the AMAR report findings and compliance plan. John Ollila motioned to make a formal resolution to adopt the Policy and Procedure for the Public Inspection and Copying of Public Records in Lieu of Customary Business Hours, Bill Bingham seconded, all voted in favor and the motion passed.

Public Comments:

There were no public comments.

Correspondence:

Supervisor Bruce Petersen discussed correspondence. The Portage Health Foundation final grant report was accepted. Two residents requested financial assistance with costs incurred due to a water pressure surge during a fire assistance call.

Old Business:

- A) AMAR Review Negative Outcome – discussed under Assessor’s Report.
- B) Chris Holmes – Green Acres Road Sewer and Dodgeville/Hurontown Sewer Infiltration Correction Progress – Bill Bingham asked questions related to the project. Chris Holmes stated that a response from the State Historic Preservation Office is required before the environmental report can be finalized. The next step will then be the preliminary engineering report.
- C) Dodgeville Ice Rink– The donated lights have been installed and the boards have been put in. The purchase of tarps was suggested. John Ollila made a motion to dedicate the rink in memory of Rudy Manninen and Anton Gerich, Bill Bingham seconded, all voted in favor and the motion passed.
- D) Health Insurance – The maintenance employees and the assessor were signed up for Blue Cross/Blue Shield on December 7, 2015.
- E) Joe Heider – Bill Bingham proposed having Joe Heider continue to plow the Otter Lake Fire Department, Peggy Anderson seconded, all voted in favor and the motion passed.
- F) Finalization and Acceptance of 2016 Budget – John Ollila made a motion to finalize and accept the 2016 budget with changes, Bill Bingham seconded, all voted in favor and the motion passed.

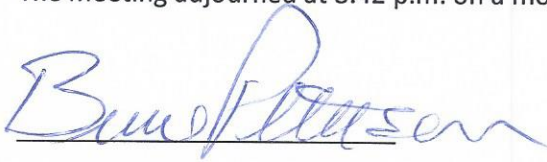
New Business:

- A) Cemetery Transfer Deed - John Ollila made a motion to accept a recommendation from the Cemetery Committee to accept wording, with corrections, to allow the Township Board to transfer a donated lot to another party. Bill Bingham seconded, all voted in favor and the motion passed.
- B) Robert Zimmerman/Bruce Rukkila Letters - John Ollila motioned to reimburse each party \$155 for costs incurred due to a water pressure surge, Bill Bingham seconded, all voted in favor and the motion passed.
- C) Township Board 2016 Calendar - Peggy Anderson motioned to accept the 2016 Township Board meeting calendar, keeping the current schedule of the second Monday each month at 7:00 p.m. with the June meeting to be held at the Doelle Senior Citizens Center. John Ollila seconded, all voted in favor and the motion passed.
- D) 425 Act proposal - Bill Bingham suggested writing a proposal to the City of Houghton regarding the new car dealership. Bruce Peterson, Bill Bingham, and Carol Little will write the proposal.

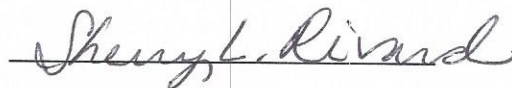
Committee Meetings:

- A) Personnel/Insurance Committee - The Personnel and Insurance Committee met on 11/19/15.
- B) Water/Sewer Committee – The Water and Sewer Committee met on 11/5/15 & 12/07/15.
- C) Planning Committee – The Planning Committee selected 2016 meeting dates, created a rental property sub-committee, and appointed Melanie Watkins as the new committee chair at their meeting on 12/24/15.

The meeting adjourned at 8:42 p.m. on a motion by Peggy Anderson.



Supervisor, Bruce Petersen



Clerk, Sherry Rivard