

Charter Township of Portage
Regular Board of Trustees Meeting
September 10, 2018

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, September 10, 2018 at the Portage Township Hall.

Call to Order: The meeting was called to order by Bruce Petersen at 7:00 PM

Pledge Allegiance: Pledge of Allegiance was led by Bruce Petersen

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

Additions or Changes to the Meeting Agenda: Added to Meetings FOIA request from United Impact Group. Change to New Business New Hire for Cemetery - change Joe Morgan to Nathan Turcotte. Added to public comments regarding 425 funds. Added to Zoning Admin Report discussion regarding allowing and regulating Air B&B. A motion as made by Ollila and seconded by Fink to accept agenda with additions and corrections. All in favor, motion carried.

Approval of the Bd. of Trustees Previous Minutes: We received a penalty from City of Houghton for over use of the sewer. Karvakko requested we no longer send a monthly check payment for rent. A motion was made by Ollila and seconded by Fink to approve the August 13 and September 5, 2018 meeting minutes. All in favor, motion carried by a voice vote.

Approval of the Bills: A motion was made by Anderson and seconded by Fink to approve the bills as audited. All in favor, motion carried by a voice vote.

Review Clerks' Report: Reports reflect changes from the budget meeting. Issues brought up at the budget meeting have been investigated and have been resolved, with the exception of the Due to General Fund from Taxes, which will need to be addressed with Debbie B and Carol to determine what to do, this is an issue from years past, Clerk not receiving copies of checks. Budget for Portage Water Hospitalization is \$5500, but has already been charged \$5000 for the year, Clerk to investigate the issue.

Review Treasurers' Report: Introduced Joseph Morgan as the new Deputy Treasurer. Morgan has been getting trained and processing taxes. September 14th is the last day for paying taxes, Treasurer will be in the office that day for additional business hours.

Review Zoning Adm. Report (John/Bill) for (September 2018): Zoning and Rental Ordinance does not specify any regulations, to be addressed at a Planning Commission meeting. Report distributed. Attached.

Review Fire Departments:

OLFD: 2 EMS. Still working on the Karvakko Building project. Waiting to see assessment results.

Review Assessors' Report: Distributed. Attached.

Public Comments: There is currently \$14,000 in 425 Revenue, Bingham stated that 1 mil out of the 3 mils should be going to the fire departments. There might be something in the 2000-2010 minutes or resolutions about this, need to see if this has been done. Bingham would like to have a resolution that out of all 425 monies 1 mil gets distributed to fire department, because they lost on property taxes that were given to the City. Bingham made a motion that 1 mil of 425 revenues goes to the fire department and is split 60 Hurontown/ 40 Otter Lake going forward. Petersen and Alvarado to look into records and see if this has been done in the past already and see if the old resolution can be found. Motion failed due to lack of support. Issue will be revisited at the October 8th board meeting.

Correspondence:

USDA – RD (2) Letters

DNR – CFA Hearing

Michigan Rural Water Assoc.

DEQ – Water Quality Sampling Reminder

Terry Smythe – Rowing Facility for Cancer Patients: Poster was found advertising a instructor certification class at the Peepsock Rd. property. Business is not allowed at the R1 location. Smythe was contacted and responded that the training is being moved to Finlandia.

Spectrum Comm. – Educational Grant

WUPPDR – Annual Mtg. Sept 17, 2018

Gary Karvonen – Noise/Civil Infraction: Noise abatement letter sent along with noise ordinance and fee schedule for Municipal Civil Infraction.

Old Business:

- A. Green Acres Rd Sewer & Infiltration R.D. Grant – Application Progress: Application is in with Duane. Going to need a lift station parcel on Manderfield property. Need to approach City of Houghton to negotiate rates. Need easements for grinder station, which will be centered on the pipe.
- B. Sewer and Water Fees by Resolution and Not by Ordinance change: Water and Sewer fee schedule needs to be set by Resolution, instead of by Ordinance. Need to change the current ordinance and then create the resolution. Water/Sewer Committee meeting on the 20th to come up with a plan and then meet at 6:30pm prior to regular meeting for the Public Hearing and have the resolution take effect on November 1st.
- C. New Automated Water Meter Installations – Bill Hyrkas General Quote: Waiting on a bid for meter installation. Discuss various ways to finance, possibly funded by the General Fund with a due to/due from and then the Water and Sewer to pay back the General Fund.
- D. Ford 250 4WD for DPW from Copper Co. Ford – Delivered 9/4/18: New truck is difficult for employees to get in and out. The township is paying to install running boards and add blinking lights. A motion was made Bingham to express displeasure to Copper Country Ford for selling the township a truck without running boards. Motion failed due to lack of support. The old truck is stored behind the building and is no longer roadworthy. Put it up for bids for scraps “as is”.
- E. HTFD – Karvakko Bldg. – Tim Seaton Appraisal

New Business:

- A. B.O.R. Vacancy – John Quinn has resigned – Suggestions for Filling Position: Board of Review meets three times a year for two day meetings.
- B. Mini Excavator for DPW and Cem. – Sourcewell Discounted Price available – Quotes: Kubota and Case quoted \$27-29,000, CAT quoted \$47,000 for similar equipment. Budget into next year, will be jointly used by DPW and Cemetery.
- C. DNR Grant 2018 – HTFD: Bought hose with Grant.
- D. New Hire for the Remaining Season – Cemetery – Nathan Turcotte
- E. New Deputy Treasurer – Joe Morgan
- F. MTA – On the Road – Houghton – Oct 9, 2018 – Register Early: Deadline is Sept 18th for the early registration deadline. 6 board members will attend.

Meetings:

- A. DNR - Escanaba - 2018 Trust Fund Grant – 8/15/18: Waiting on score
- B. FOIA request received from United Impact Group for copies of ballots. Estimated cost \$3019, emailed cost estimate and requested a deposit 50% up front. Township will wait to receive deposit to begin work.
- C. FEMA – MTU Fisher Hall – 08/15/2018:
- D. Bd. Of Trustees Mtgs. – 08/13/2018 & Budget Workshop 09/05/2018
- E. Chassell to Houghton Trail Committee – (3) Alt. Routes to No. 3 – 08/22/2018: Next step to formally look at ownerships along the trail and approach residents along the routes with DNR to discuss purchase easements.
- F. Meijer 425 Meetings – City of Houghton – 08/20 & 09/05, 2018
- G. P.C. Meetings – Reg. Mtg. – Twp. Office – 08/16 & Moyle Sand Pit – 09/26/2018
- H. Karvakko Bldg. Purchase for Otter Lk. Fire Dept. – 08/16/2018

Other Business:

- A. At U.P. Summit Meeting, Donna LaCourt said we should make a note that month of September there is a listing of community grants in a manual that was distributed at the meeting. Petersen to contact WUPDR to see if they have a copy.
- B. Removal of flowers on grave notice for mid-October to be sent to the Gazette.
- C. HEET Meeting on 28th at Finlandia in the auditorium. Registration fee \$25. There will be speakers from Finland speaking on how they provide all the energy in small communities.
- D. Rental Ordinance is effective Sept 13th. Need to be sure to notify residents. Registration forms need to be completed for rental properties. A motion was made by Bingham and seconded by Fink to waive Rental Registration application for anyone who registers through December 31, 2018. All in favor. Motion carried.

Public Comment: None.

Adjourn: A motion was made by Ollila and seconded by Fink to adjourn to a closed meeting at 8:40pm.
All in favor, motion carried.

A motion was made by Bingham and seconded Ollila to adjourn at 9:00pm.

Public Attendance:


Ted Soldan

Chris Holmes

Joseph Morgan

X 

Bruce Petersen
Supervisor

X 

Tressa Alvarado
Clerk

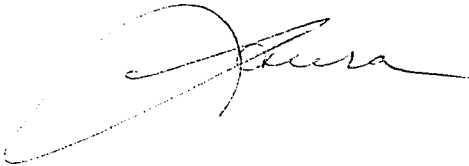
September 2018 Assessor Report

As some have noticed, I have an assistant Christa (☺) assessor's deputy) who has been working with me – and has been coming in on Monday's to help me with paperwork.

I will be in Texas on Monday the 1st of October, and therefore will not be in the office that day. I will be gone for a week. The best way to contact me is through e-mail. (my other 'office' phone is a land line).

Otherwise, business as usual, phone calls, field visits, permits, property transfers, meetings with property owners ...

~Laura Erhart, Assessor

A handwritten signature in cursive script, appearing to read "Laura", written in black ink.

Zoning Report August 2018

Michael McCloskey Chassell/Painesdale Rd Storage Building (approved)
Permit fee double, building started before any permits

Gregory Booth Moscow Rd Tapiola Storage Building (approved)

Dan Sleeman #2 Location Garage (approved)

Francis Sansone Hyypio Rd Tapiola New Home (approved)

Communications

Two family dwelling, number of unrelated people

E-mail correspondence with the county building dept.
(Red tag), building started construction, Paradise Rd
No permits

Century 21, zoning along Hwy 41

Bill & John

