

Charter Township of Portage
Regular Board of Trustees Meeting
March 27, 2020

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, March 27, 2020, via Zoom meeting.

Call to Order: The meeting was called to order by Bruce Petersen at 11:00 AM

In attendance were Supervisor Bruce Petersen, Clerk Amy Skewes, Treasurer Betsy Smith and Trustees Peggy Anderson, Bill Bingham, Bill Fink, and John Ollila as stated by roll call

Additions or Changes to the Meeting Agenda:

Due to the COVID-19 Coronavirus we had our regular monthly meeting via Zoom for our Township residents. We adjusted our agenda due to the COVID-19 virus.

Approval of the Bd. of Trustees Previous Minutes: A motion was made by Ollila and seconded by Smith to approve the February 10th Monthly meeting minutes and the February 26th marihuana work session meeting minutes. All in favor, motion carried by a voice vote.

Approval of the Bills: A motion was made by Anderson and seconded by Bingham to approve the bills as audited on March 16th. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none

Clerk's Report

- Election went great, no big problems. All 3 millages passed
- There are now 249 people on the permanent AV list, up from 205.
- I am working on getting more election workers for August and November. We had workers cancel out due to various reasons and did not have enough on back up. I am seeking board approval to have extra people trained.
- An election printer has gone missing from the vault, the original box is sitting on the shelf empty. If anyone knows who has the printer please tell them to return it as it belongs to the elections

Treasurer's Report

- Working on end of year audit reports to auditor
- Winter taxes have been collected; all monies collected for 2019 have been disbursed and taxes are turned over to Houghton County.
- HPTS was sent an invoice for this, and 2018 and 2017 billing of their parcels, \$3/parcel
- 425 monies were received and allocated appropriately (one mill split 60/40 HHTFD/OLFD)
- Working from home primarily, aside from one day/week and potentially Fridays in order to layer our use around each other

Review Zoning Administrator's Report (John/Bill) for (February 2020):

Ollila commented regarding status on Milton Pyykonen/Carl Laitala illegal home, warrants have been issued, they will only be brought in if they are stopped by police for other reasons.

John Drew storage building is a shipping container now on the tax roll and listed as personal property.

Review Fire Departments:

Nothing to report

Review Assessor's Report: None

Public Comments:

none

Correspondence:

Correspondence: Huron Creek Watershed Redo Support Letter, Bruce Hiltunen – Water Bill (home he bought had a \$750.00 water bill attached, would like to resolve), American Legion Post – Capitol Campaign, MRWA Annual Mtg. & Training, EGLE – PB & CU Water Testing & Revolving Loan Fund Application, Brandon Juntunen – Rink Signage (there was some underage drinking going on and we now have a sign up), Houghton Co. Planning Commission Minutes, Austin Douglas Hammond – Mystery House,

Trustees comments:

Bingham asked if all the sump pump issues in Dodgeville have been resolved, Bruce is going to make sure with the DPW.

Anderson commented that Chuck has been having to clean out the lift station every month by Copper Ridge Road. It's plugged with rags; Bruce is going to have Vanessa draft a letter to those residents to remind them of safe flushable items.

Old Business:

- A. Green Acres Rd. Sewer & Infiltration R. D. – Matt Huuki to sign deed for lift stations, then Nick Daavetela will review the documents then it will be sent to Rural Development for review. Received the permits from EGLE and MDOT. Hoping to get bids in early May and due in by June
- B. City of Houghton – Waste Water Treatment – Chris Holmes was waiting on the City of Hancock for signature. Now have the signed documents, will get to Bruce.
- C. Zoning Change – A motion was made by Ollila, seconded by Bingham to adopt the language by the Township Planning commission:
Remove the current item 3,D as a special use in the M-1 zoning district, which reads "Year round or seasonal tiny house or dwelling unit of less than the minimum square footage required".

Add Churches as a special use in the M-1 zoning district, making it the new item 3,D in the list of special uses.

Motion was passed by a roll call vote Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none

14. New Business:

A. Brian Miller – Short/Long Term Disability Coverage & Life Insurance.

B. Joni Moore – Ottawa Innovations (is a marihuana cultivation facility, currently running the formal naval base in Ishpeming.) Looking for a provisioning center location in Houghton area (Portage Township) and an update on the Township's ordinance. Fink advised her that we are in the process of scheduling a special public meeting to talk about details of our ordinance and our yet to be determined number of facilities.

C. Robert Olson – five Point Plan for Improvement – Tapiola.

- 1.) Install a blinking caution light at the intersection in Tapiola. It is especially critical for the north/south traffic.
- 2.) Place double yellow, no passing lines, extending from at least 300' south of the baseball Diamond to 300' north of the restaurant.
- 3.) Place (2) new street lights – (1) across from the new fire department and (1) at the baseball field entrance.
- 4.) Replace the side curtains in the ice rink.
- 5.) Assist the community with increased parking spots at the baseball field – grading and gravel will be required. Working with the landowner to the south of the field.

A motion was made by Bingham, seconded by Fink to pursue concerns with with the Road Commission. Motion was carried by a roll call vote. No objections, Motion was passed by a voice vote

D. Amy Zawada – Volunteer Painting – Tapiola Ice Rink Warming House.

E. Sewer & Water Rates Computations - Comparison – Manual vs BS&A. Bruce had Vanessa manually figure water/sewer rates and they are exactly the same as BS&A software.

F. Millage Passage – Fire Depts. & Road.

15. Meetings:

- A. Feb. 26, 2020 – Marijuana Board Meeting – Township Office
- B. March 4, 2020 – EGLE – Soccer Complex Location in Hurontown – On-site.
- C. March 3,9 & 11, 2020 – Board of Review Meetings – Township Office.
- D. Next regular monthly meeting will be a Zoom meeting on April 13, 2020 at 1:00 P.M.

17. Public Comment: None

18. Adjourn: the meeting was adjourned at 12:15 P.M.

Public Attendance: Via Zoom

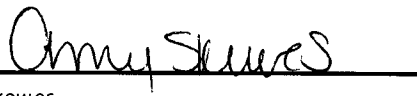
Chris Holmes – UPEA

Joni Moore

John Paul Pietila

X 

Bruce Petersen
Supervisor

X 

Amy Skewes
Clerk