

Charter Township of Portage
Special Board of Trustees Meeting
December 7, 2020
47240 Green Acres Road
Houghton, MI 49931
(906) 482-4310

The Charter Township of Portage held a Special Board of Trustees Meeting on Wednesday, December 7, 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

Discussion Items:

1. Review and Finalize the Updated Personnel Manual

After discussion and giving suggested changes by Ollila, Smith and Bingham a motion was made by Ollila to accept the new personnel manual up to the appendix, seconded by Fink. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: None

2. Forest Hill Cemetery Finances

The cemetery will be in deficit by about \$27,000 after \$22,000 is transferred from the perpetual care fund to cover the perpetual care portion of the cost.

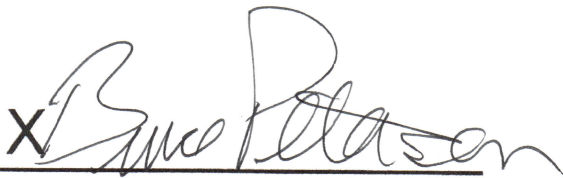
A motion was made by Bingham to transfer \$27,000 from the general fund for the 2020 year to cover the deficit, seconded by Ollila. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen Nay: Skewes, Smith

A motion was made by Ollila to charge everyone purchasing a grave site \$1500.00 per grave site for perpetual care beginning in January 2021, seconded by Bingham. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: None

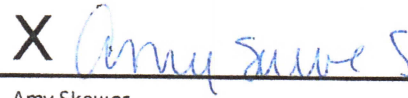
Skewes suggested that the cemetery needs cuts in hours. Possibly having one person working perpetual care and another person working part time/on call along with a sexton supervisor

Public Comments: Bingham asked Bruce about the water leak across the street from the Township office by the power pole, Bruce said he has asked Mike repeatedly to fix the line.

Adjourn: a motion was made by Bingham to adjourn at 12:30 P.M., seconded by Anderson. Meeting was adjourned

X 

Bruce Petersen
Supervisor

X 

Amy Skewes
Clerk