

Charter Township of Portage
Regular Board of Trustees Meeting

October 10, 2022

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, October 10, 2022.

Call to Order: The meeting was called to order by Bruce Petersen at 6:00 PM.

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

Additions or Changes to the Meeting Agenda:

15D. John Drew – ZBA vacancy

Confirm Planning commission meeting

A motion was made by Ollila, seconded by Anderson to approve the meeting agenda. Motion carried by a roll call vote. Aye: Anderson, Bingham, Ollila, Petersen, Skewes, Smith. Nay: none.

Approval of the Bd. of Trustees Previous Minutes: A motion was made by Ollila and seconded by Anderson to approve the September 12, 2022 regular meeting minutes. Motion carried by a roll call vote. Aye: Anderson, Bingham, Ollila, Petersen, Skewes, Smith. Nay: none.

Approval of the Bills:

A motion was made by Anderson and seconded by Bingham to approve the bills as audited. Motion carried by a roll call vote. Aye: Anderson, Bingham, Ollila, Petersen, Skewes, Smith. Nay: none.

Review Clerk's Report:

- Sent out 454 absentee ballots
- October 12 2022 at 11AM - Election committee meeting to approve election inspectors and pre-accuracy test
- October 19, 2022 at 11AM – Accuracy test
- Election day is November 8, 2022

Review Treasurer's Report:

- Water/Sewer Committee: Any follow up from Water/Sewer committee regarding my request to increase fees/ look at budget deficits? Portage Sewer and Dakota Sewer are both in a deficit, it is decreasing, but should not be in the negative at year end. No rate changes have been made to date this year.
- Cemetery: currently is -\$31,731.22; last year at this time it was -\$13,210.30, the prior year it was -\$26,748.95
- Summer tax collection is complete; late summer property tax bills for the current year can be paid through Feb. 28 at the township office

- Rural Development/Portage Sewer working on confirmation of min. account balances for new PS RD loans – no updates, waiting on confirmation from Crystal at RD
 - o Portage Sewer and Dakota Sewer are currently negative and may need “bail out” – “due to general fund” at year end

RD Minimum Balances 2022								
COA number		9/30/2022	balance (O&M is remainder)	future payment due (estimated)	date of future pmt	should be on 12/31/22	JE needed	estimated final, not i user fees
11590.2	PS OM	92-09	-22,725.49			0.00	0.00	-22,725.
11590.3	PS BI		7,281.00			7,281.00	0.00	7,281.
11590.4	PS BR		14,500.00			14,500.00	0.00	14,500.
11590.5	PS RR		18,175.00			18,175.00	0.00	18,175.
11690.3	PS BI A	92-13	22,800.00	15,000.00	12/1/2022	22,800.00	0.00	22,800.
11690.4	PS BR A max 32,000		3,200.00			3,200.00	0.00	3,200.
11690.5	PS RR A		0.00			0.00	0.00	0.
11790.3	PS BI B	92-15	2,712.00	4,000.00	12/1/2022	2,712.00	0.00	2,712.
11790.4	PS BR B max 7000		700.00			700.00	0.00	700.
11790.5	PS RR B		8,600.00			8,600.00	0.00	8,600.
591.2	PW OM	91-08	71,538.12				0.00	71,538.
591.3	PW BI		17,967.57			17,967.57	0.00	17,967.
591.4	PW BR		36,500.00			36,500.00	0.00	36,500.
591.5	PW RR		20,700.00			20,700.00	0.00	20,700.
592.2	DW OM	91-04	25,445.36				0.00	25,445.
592.3	DW BI		2,667.50			2,667.50	0.00	2,667.
592.4	DW BR		11,000.00			11,000.00	0.00	11,000.
592.5	DW RR		29,041.00			29,041.00	0.00	29,041.
594.2	DS OM	92-11	-3,860.05				0.00	-3,860.
594.3	DS BI		5,278.00			5,278.00	0.00	5,278.
594.4	DS BR		10,725.00			10,725.00	0.00	10,725.
594.5	DS RR		24,150.00			24,150.00	0.00	24,150.

Review Zoning Administrator’s Report (John) for (September 2022)

Zoning Applications:

9/1 – 46409 Green Acres Road, new garage, approved, 9/1 – Fairview Drive, new garage for existing home in Condo Plat, approved, 9/1 – two new home sites in Condo Plat, fire numbers yet to be determined, approved

Zoning Correspondence:

9/1 – Condo Plat setback rules, 9/4 – Healy St., Dodgeville, rear lot setback, 9/13 – Inquiry whether former Feedmill site in Tapiola can be converted into a home, 9/13 – Old U.S. 41 site, complaint about neighbor’s trees shedding branches into his yard, 9/15 – Inquiry about purchasing a house in Hurontown for son who is an MTU student, 9/16 – Future mobile home site on Haapapuro Road,

9/19 – Inquiry about prospective, future rental on Superior Road (two houses on the same property),
9/28 – Complaint about location of new Higher Love sign, 9/29 – Inquiry about building a storage
building on a vacant lot in Hurontown.

Correspondence: Division on Addictions – Mention on Web-Page, Tokio Marine HCC Onagaming
Complaint Coverage, Marty’s Positive Response Letter, Higher Love Regional Manager – Ribbon Cutting
Opening Ceremony, Liquid Engineering Hydrosphere Inspection – Spring 2023.

Review Fire Departments: No report

Review Assessor’s Report: Written Tax Quotes Demand? The assessor will not give a written
quote for assessments estimates during construction of property.

Trustees Reports/Updates: Anderson asked if we received an estimate for repair to the front steps at
the office yet, Bruce replied no. Anderson received 2 calls regarding the speed on Green Acres Road, the
board was updated last month on the risk to having a speed study. Anderson asked if anything was ever
done regarding the bump on Green Acres rd., Bingham advised Bruce to contact the County to inspect.

Anderson requested meeting packets to prepare for the meetings, Smith stated that if Bruce could get
the agenda out before Thursday and include the receptionist in the email that she could make copies for
the board.

Bingham asked Bruce to have the County remove the “fire lane” signs south of the new fire hall in
Tapiola.

Bingham requested that he and Anderson be notified when there is a contractor update regarding
Green Acres Road because the Township did not have any representation at the last meeting.

Public Comments:

Dan Niemela introduced himself to the board, he is running for district 5 County Commissioner.

Old Business:

- A. Green Acres Rd. Sewer Project – Payment Submittal – DWAM Grant received to Identify our
sewer and water facilities – Green Acres Road 10” Crossing part availability – Supply chain
problems.

A motion was made by Bingham to approve the 8th draw from the USDA grant in the amount of
\$481,766.96, seconded by Anderson. Motion carried by a roll call vote. Aye: Anderson, Bingham,
Ollila, Petersen, Skewes, Smith. Nay: none

- B. 5 Year Rec. Plan Update – Successful Survey Completion – Narrative Next.
- C. MI Dept. of Treasury – Cemetery Deficit Reduction Plan Submitted/Approved.
- D. Moyle – New Mall Access Rd. Proposed Location – Just North of Twp. Property.

New Business:

- A. Bradley Wierda – Smith & Johnson – Traverse City - Assisting with Amy Schultz with the Onigaming Complaint. After a Short Extension – Response filed with Circuit Court on Monday October 3rd.
- B. 2023 Employee Health Ins. – Superior Health & Life – Brian Miller. Hannula - PAAR Plan going Up in the 12/15% Range – Will mail in 3 to 4 wks.
- C. 425 – With the City of Houghton – County purchased the Church.
The county signed the purchase agreement for 1.2 million, waiting on the appraisal
- D. DPW – Hire a temporary employee trainee? Will re-visit in the spring
- E. Cemetery Signage – Cemetery Regulations. Look over proposal and cover next month
- F. After discussion, we will advertise for an alternate for the ZBA

Meetings:

- A. Sept. 13 & 30, 2022 – Amy Schultz – L’Anse Office.
- B. October 4, 2022 – Brian Miller – Insurance Committee.

Public Comment:

Susan Schwenk said some seaplanes take off from an airport in Minnesota.

Jeff Loman spoke about the Huron Islands

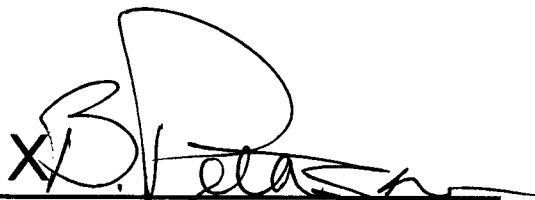
Tim Dawson stated that Bruce using a VPN is legal and secure.

Other Business: Bingham expressed concerns with the supervisor doing work on his home computer and would like the Township to purchase the “Policy Matters” book and come up with some policies.

Adjourn: The meeting was adjourned at 8:03PM

Public Attendance:

Susan Schwenk
Dan Niemela
Jeffrey Loman
Roy Britz
Rodney and Carol Sowards
Tim Dawson



Bruce Petersen
Supervisor



Amy Skewes
Clerk