

# Charter Township of Portage

## Minutes From the November 29, 2023 Board of Trustees Budget Meeting

47420 Green Acres Road  
Houghton, MI 49931  
(906) 482-4310

**Called to Order:** 2:00 P.M. at Township Office

**In Attendance:** Supervisor Bruce Petersen, Clerk Amy Skewes, Treasurer Betsy Smith, Trustees Peggy Anderson, Bill Bingham, Bill Fink and John Ollila.

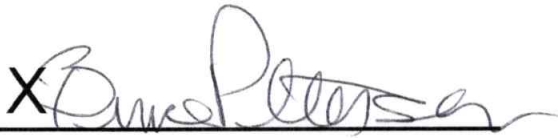
### Discussion Items:

1. Review and finalize the 2024 budget
2. Select alternate ZBA member  
A motion was made by Ollila to appoint John Drew as a permanent member of the ZBA instead of alternate to replace Lori Baakko and Pat Van Dusen as an alternate to the ZBA, seconded by Anderson. motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none
3. Fink would like the board to budget for a Township manager. Will budget for this position, and the personnel committee will meet to discuss details.
4. The personnel committee recommended increasing the salaries by \$2000 for employees without insurance and by \$1000 for employees who receive health insurance because of the increase in health insurance costs.
5. A motion was made by Ollila to increase the salary of the DPW staff by .48 per hour effective the first full pay period in January 2024 and the assessor by \$1000.00 per year, seconded by Smith. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.  
This wage increase plus the insurance increase is equal to \$2000.00 per year
6. A motion was made by Ollila to increase the wage of Vanessa Dietz by \$1.60 per hour effective the first full pay period in January, seconded by Smith. Motion carried by a roll call vote. Aye: Fink, Ollila, Skewes, Smith. Nay: Anderson, Bingham, Petersen.  
This wage increase is equal to \$2000.00 per year.
7. A motion was made by Ollila to increase the hourly wages of the cemetery workers by \$1.92 per hour effective the first full pay period in January, seconded by Smith. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.  
This wage increase is equal to \$2000.00 per year

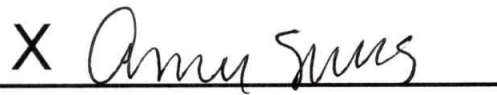
8. A motion was made by Ollila to increase the salary of the Clerk, Supervisor and Treasurer by \$2000.00 per year beginning 2024, seconded by Fink. motion carried by a roll call vote. Aye: Anderson, Fink, Ollila, Skewes, Smith. Nay: Bingham, Petersen
9. The board reviewed and discussed the proposed 2023 budget in detail. A public hearing will occur on December 11, 2023 at 5:30 P.M. to publicly review and approve the proposed 2024 Budget.

The meeting was adjourned at 3:20PM.

**Public Present:** None

X 

Bruce Petersen  
Supervisor

X 

Amy Skewes  
Clerk