

Charter Township of Portage
Regular Board of Trustees Meeting

January 13, 2025

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, January 13, 2025.

Call to Order: The meeting was called to order by Brandon Scholie at 6:00 PM.

In attendance were Supervisor Brandon Scholie, Clerk Amy Skewes and Trustees Dale Belanger, Janelle Datto, Nick Lanctot and Amber Voght as stated by roll call. Arrived late: Amber Voght. Absent: Treasurer, Betsy Smith.

Additions or Changes to the Meeting Agenda:

New Business – Ted Soldan - CREO presentation

A motion was made by Skewes, seconded by Lanctot to approve the meeting agenda. Motion was carried by a roll call vote. Aye Belanger, Datto, Lanctot, Scholie and Skewes. Nay: None

Approval of the Bd. of Trustees Previous Minutes:

A motion was made by Belanger and seconded by Lanctot to approve Dec 9. 11, 2024 regular and budget hearing minutes and Dec. 30, 2024 meeting minutes. Motion was carried by a roll call vote. Aye Belanger, Datto, Lanctot, Scholie and Skewes. Nay: None

Approval of the Bills:

A motion was made by Lanctot and seconded by Belanger to approve the bills as audited. Motion was carried by a roll call vote. Aye Belanger, Datto, Lanctot, Scholie and Skewes. Nay: None

Review Clerk's Report:

- Working on W-2s
- 2024 and 2025 budgets have been updated

Review Treasurer's Report:

- Collecting and processing late Summer Property Tax payments through Feb. 28, 2025, before payments are sent to Houghton County. Summer courtesy bills were not sent because delinquent summer amounts were reflected on winter bills.
- Budget and P&L will be shared once the numbers are more correctly reflected due to year end budget changes and accounting cleanup for 2024.

Review Zoning Administrator's Report for Dec. 2024

ZONING APPLICATIONS:

No zoning applications this month, typical for December.

INQUIRIES & COMPLAINTS:

12/6 – Is a permit required to park a truck & camper on a lot for winter.

12/8 – Couple calls with questions about the proposed zoning amendment.

12/11 – Seeking to build 3 camps on the same land in FF in the future, questions about minimum square footage, old building disposal, etc.,

12/11 – Historic alleys in Hurontown, question about who exactly owns them. Township board learned last year that the township does NOT own them and that it is a very complicated, cumbersome process to assign ownership to adjacent lot owners.

12/16 – Required lot size for duplex in R-3 and also minimum square footage for duplex structure.

OTHER ZONING ACTIVITIES:

Continuing conversations with MTA for guidance about inconsistencies in the Zoning Ordinance. Discussion with Catherine at MTA about guidelines for purging old township emails. Met with assessor to apprise her of an area between Hurontown and Dodgeville where the tax classification of a few properties is incompatible with the area's zoning. Couple trips to #2 Location to meet with landowner who unfortunately has a very difficult lot to build on because of setbacks and a new survey which doesn't well match what is already built on the ground. This dilemma will be ongoing for a bit.

Have begun to compile a list of sections and details in the Master Plan which will need to be updated.

Review Fire Departments: OLFD – 4 EMS, 4 Fire

Review Assessor's Report: Short Presentation AMAR Assessor Audit. Rebecca described the process of the AMAR Review

Trustee Reports: Voght updated the board on the Planning Commission Meeting. Next P.C. meeting February 6, 2025 (alternate date February 13, 2025)

DPW Report: Kody Maki – Kody received a Class A CDL, fixed a water main break in front of HTFD. Water leak in Hurontown – Will be working on later this week.

Public Comments: none

Old Business:

- A. B.O.R. member needed
- B. Water Valve Replacement Dakota Heights - Will be getting a new quote
- C. Moving Meter on Douglass/Edwards – Lanctot met with the homeowner and gave the options. He wants the meter moved. Will get guidance and the board will decide later.

New Business:

- A. Zoning Ordinance Amendment – A motion was made by Voght to approve the proposed changes to the Zoning Ordinance, seconded by Lanctot. Motion was carried by a roll call vote. Aye Belanger, Datto, Lanctot, Scholie, Skewes and Voght Nay: None
- B. Perpetual Care Interest Transfer – Will discuss next month

- C. Water Bills (Change so due last day of month) - Will vote on next month.
- D. Postage Machine – A motion was made by Skewes to approve the purchase of a postage machine for the office, seconded by Belanger. Motion was carried by a roll call vote. Aye: Belanger, Datto, Lanctot, Scholie, Skewes and Voght. Nay: None
- E. Ted Soldan - CREO presentation – Ted updated the board on the rules and the Townships options.

Public Comment: None

Adjourn: The meeting was adjourned at 6:58 P.M.

Public Attendance:

Roy Britz
Jason Colombe
Ted Soldan
Alice Soldan
Tony Laux
Kody Maki

X



Brandon Scholie
Supervisor

X



Amy Skewes
Clerk