

Personnel/Insurance Committee Meeting 05-19-2015

Where: Twp. Office - 47240 Green Acres Road, Houghton, MI. **When:** 9:00 AM.

Who Present: B. Bingham, B. Petersen, J. Ollila and J. Marshall (Zoning Administrator)

Discussion Points:

- At the Monday nights Board of Trustees Meeting (05-11-2015) the Board would like Jon to do three things for all future Zoning Applications.
 - >> Inform the applicant that he/she have successfully been granted a Portage Twp. Zoning Permit and it has been sent off to the County for processing.
 - >> The Zoning Administrator will submit his mileage monthly on his Zoning Adm. Report that is presented at each Board meeting. Those will be totaled quarterly and the Zoning Adm. will be paid mileage quarterly.
 - >>The Adm. will check their “in” box at least twice weekly during the summer building season via either a phone call or personally.
- The Bill Rose written complaint concerning a rental located on Woodland Road which was submitted at the May 11th Monthly Board Meeting was discussed. Jon sent a letter to in 2013 and again in 2014 to the homeowner advising that person that only up to three unrelated individuals can reside in one single family residence. The Committee thought that after earlier communiqués had failed and the issue is unresolved that Nick Daavettilla should write a letter to the homeowner.
- Discussed the condemnation process – there is a house at 47769 Huron Street that the Supervisor has been trying to get removed for at least two years utilizing ordinance number 134 – The Dangerous Building Ordinance. The Supervisor has asked a number of people and they all have declined serving as a Hearing Officer who would conduct a public hearing to see if there is just cause to order the building repaired, made safe or just demolished.
- The Committee wanted to ascertain what credentials the Hearing officer must hold to assume that job. The Supervisor will find this out and the Committee will assist in the identification of possible Hearing officers.
- A short discussion ensued concerning the merits of Zoning Enforcers versus our existing Constable system. A number of Townships have moved from a constable type enforcement system to Zoning Enforcers.
- Lastly, a brief discussion concerning the numbers of applicants for the publically advertised Assessing Position and when it will close occurred.

John moved for adjournment at 9:50 AM

Respectfully submitted:

Bruce Petersen
Township Supervisor