

Charter Township of Portage  
Regular Board of Trustees Meeting  
April 8, 2019

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, April 8, 2019 at the Portage Township Hall.

**Call to Order:** The meeting was called to order by Bruce Petersen at 7:00 PM

**Pledge Allegiance:** Pledge of Allegiance was led by Bruce Petersen

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

**Additions or Changes to the Meeting Agenda:**

Recreational Marijuana ordinance supposed to be in newspaper within 30 days of ordinance, Bruce will look into it.

Ollila made a motion to accept the agenda with additions, seconded by Fink. All in favor

**Approval of the Bd. of Trustees Previous Minutes:** A motion was made by Ollila and seconded by Anderson to approve the March 11, 2019 and March 27, 2019 meeting minutes with changes. All in favor, motion carried.

**Approval of the Bills:** Bingham commented that the streetlight locations need to be assessed, wants a list from UPPCO as to where the lights are located. Need to look into bidding out snowplowing next fall. Lease from Superior Sand & Gravel is coming up in 10-15 years.

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

**Review Clerk's Report:**

Jessica and Amy are attending QVF training in Escanaba, will return on Tuesday evening.

Currently learning how to enter receivables so Betsy and I can balance.

Wex gas cards are on the way.

**Review Treasurer's Report:**

Tax season is wrapped up and all disbursements have been mailed.

Tax checking account is balanced through the end of the year.

General fund checking is being balanced through end of the year for audits.

**Review Zoning Administrator's Report (John/Bill) for (March 2019):**

Illegal house has not gotten return phone call. Fink wants to send a 'show cause' letter from lawyer as to why not destroy home and tear down. They have no permits from the Township, County or the health department.

Planning commission – Gary Lubinski & Dan Polasari development put on hold by township. Spec. home still there. They are living in it without paying taxes.

**Review Fire Departments:**

**OLFD:** Fires, 1 EMS. 2

Chris with UPEA is in process of getting bidding underway for new fire hall.

**HTFD:** Fires, 2 Extraction, 1

Department has 219 smoke detectors and 136 CO detectors for township residents ready to install.

**Review Assessor's Report:** Distributed. Attached.

**Public Comments:**

Rob and Deb Guilbault Water froze on March 7, 2019. John Carlson contracting came. Was charged \$600.00 for double thaw. The water was frozen under Main street, affecting their home as well as Erickson's Feed and Seed. Because the water was frozen under the main street and not their property, they are asking if the township could reimburse \$600.00. Ordinance says curb to home is residents responsibility. Will decide at next meeting. Township to investigate if water can be supplied from a different direction.

**Correspondence:** Houghton County – (1) Jail Taskforce – Bruce would like to be on taskforce, Bingham as alternate. A motion was made by Petersen and seconded by Fink to have Petersen on the taskforce and Bingham as an alternate. All in favor, motion carried.

Charter communications – franchise holder change, MTA intro, To zoning and planning, DEQ – drinking water lead sampling sites and plans

**Old Business:**

- A. Green Acres Rd. Sewer & Infiltration R. D. – How to fund UPEA work prior to RD grant closing, work scheduling & tunnel-vision sewer video project. 25% done with design
- B. Rob & Deb Guilbault – freeze up – under main street.
- C. 2016 DNR passport grant – Dodgeville restroom addition – Dirtworks awarded
- D. FEMA Public assistance grant – grant agreement signatures needed. Flood relief grant, State is covering 25%  
Fink made a motion to authorize Petersen to sign the grant, seconded by Ollila. Motion passed by voice vote. Aye: Anderson, Bingham, Fink, Ollila, Smith. Nay: none
- E. MDNR - 2019 Trust fund grant submitted – Land acquisition – soccer fields  
Originally 3 churches were involved now there are 9 that agrees to join in sponsoring.
- F. Sensus iPerl Remote Meters – Core & Main – Sun Prairie, WI  
Cost is \$120.00 per meter

A motion was made by Fink to procure 570 iPerl meters (pay from general fund) seconded by Ollila. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Smith.  
Nay: None

G. The recreational Marihuana opt-out ordinance needs to be posted in the newspaper.

14. New Business:

- A. New – 2019 per diem & lodging cost form.
- B. Commercial water rate proposal – based on USDA's – UDU's (2600 gals) Bruce suggests charging a base fee to commercial sewer customers because they use so much more and to cover the wear and tear on the lines. Ollila made a motion to add a base fee of \$250.00 to commercial customers for sewer usage. Seconded by Fink Motion carries by roll call vote Aye: Anderson, Fink, Ollila, Petersen, Smith. Nay: Bingham  
Bingham voted no because it's a fixed fee and some commercial customers might have a 1 inch meter instead of a 4 inch meter.
- C. Matt Torreano – MDNR – Long & short term disaster recovery plans. Houghton- Chassell trail through Portage Twp. area discussing \$1.2 million estimate to fix. Will get an e-mail slideshow copy of powerpoint.
- D. Zoning Otter Lake sportsman's club had received original land, there is already an existing agreement. Bingham is helping find it.

15. Prior Meetings:

A. B.O.R. – 03/04, 03/11 & 03/12/2019 – Approx. 40 petitions reviewed.

B. Planning Commission meeting – 04/04/2019 – worked on master plan

16. Other Business:

17. Public Comment: None

18. Adjourn: A motion was made by Ollila and seconded by Anderson to adjourn at 9:00 PM. All in favor, motion carried by voice vote.

Public Attendance:

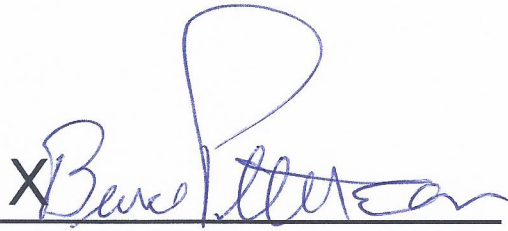
Roy Britz – Houghton Co. Commissioner

Chris Holmes - UPEA

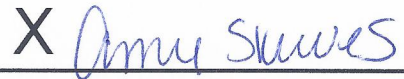
Deb Guilbault

Rob Guilbault

Austin Kucharski – Hurontown FD

X 

Bruce Petersen  
Supervisor

X 

Amy Skewes  
Clerk