

Charter Township of Portage
Regular Board of Trustees Meeting

June 8, 2020

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, June 8, 2020 via Zoom meeting.

Call to Order: The meeting was called to order by Bruce Petersen at 1:00 PM

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

Additions or Changes to the Meeting Agenda:

Pumphouse lift station roof repair, lift station on Copper Ridge Rd., Sleeman Construction proposal, Legal documents from Daavatela, Township office sale.

A motion was made by Ollila, seconded by Anderson to approve the meeting agenda. Motion carried by a voice vote.

Approval of the Bd. of Trustees Previous Minutes: A motion was made by Ollila and seconded by Bingham to approve the May 11, 2020 and May 26, 2020 special meeting minutes. Motion carried by a voice vote.

Approval of the Bills: Anderson made a comment that the sewer penalties for the City of Houghton totaled \$1597.24. 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, Fink, Ollila, Petersen, Skewes, Smith. Nay: none

Review Clerk's Report:

- I have mailed out 260 absentee voter applications, the State mailed out applications to all other voters.
- Absentee voter applications have been coming in and I am entering the information into QVF as I receive them.
- Ballots are ordered. It looks like the election will be run as normal. Precincts will be open with voting in person as well as absentee.

Review Treasurer's Report:

- Working on end of year audit reports to auditor
- Accounts receivable are up to date

Review Zoning Administrators' Report (John/Bill) for (April 2020):

Zoning Report June 2020

Permits

Eric Deyaert Harrala Rd New Home (approved)

John Ollila Elsie Rd Garage (approved)
Correspondence
zoning on property located off of Superior Rd
Temporary structures during construction
Century 21 on zoning setbacks
Building on small lots, less than required
Length of time to build after zoning permit issued
Storage buildings on lot size of less than 10 acres
Bill & John

Review Fire Departments:

OLFD: Fires, 0 EMS. 5

The Fire Department attempted to get a safer grant but had missed the deadline.

The picnic and the parade in Tapiola for the 4th of July have been cancelled.

HTFD: Hurowntown is going to have a meeting to decide if they want to pursue the grant for the new rescue truck

Review Assessor's Report: Distributed. Attached.

A motion was made by Ollila, seconded by Anderson to have Crystal Morgan represent Portage Township in a tax tribunal. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none

Trustees Reports/Updates: Fink commented that he was notified of another firm interested in the Van Straten Building.

Discussion was made regarding the lift station on Copper Ridge Rd. Still having problems with people flushing rag like objects and it's plugging the system. The Township will send out another letter to those residents stating that the residents on Copper Ridge Rd. will be billed for future repairs.

Public Comments:

A resident in Hurontown is concerned with the speed of traffic traveling through main street. She is wondering what can be done to slow the traffic down.

Old Business:

- A. Green Acres Rd. Sewer & Infiltration R. D. –Kendricks Bordeau working on easements for the title Company
- B. Car and Junk Enforcement in Dodgeville/Hurontown starting with Maple St.
Ollila and Bingham till get a list to Vanessa who will send out letters. Will also get the final list to Roy Britz.
- C. Recreational Marihuana special public meeting – chart review.
Ollila suggested composing a memo on the website and a hard copy for the public to review.
- D. EGLE Violation Response – Broken Sample bottle response – Betsy clarified to the board that when she received the message from Whitewater of the broken water sample that she

immediately called Mike Becia and left a message alerting him to the issue. He didn't respond to her about the message until 3 weeks later. This brought up the issue of Township employees having Township paid phones and needing to be trained on how to use their phone to retrieve messages.

- E. Restitution Payment for damaged hydrant that occurred in 2020.
Damage to the fire hydrant was \$150-\$200.00. The assisting Prosecuting attorney will be sending money for the repair.
- F. Attorney follow up – Ollila has concerns with the Township using Kendricks Bordeau because the firm also represents The City of Houghton.
A motion was made by Fink, seconded by Anderson to retain Pat Greeley as the Township attorney. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none
- G. Portage water/sewer due to/due from's rates, all township residents subsidizing customers of portage water/sewer. There are no subsidies for those on well/septic.
Smith commented that the portage water/sewer is in the negative and needs to be addressed. It's not fair to those residents who do not benefit from water/sewer systems and having their tax dollars bail out the negative balance.
- H. 425 Monies and allocations to F.D.'s. when was this voted on?
Petersen stated that it was in the 10/8/2018 meeting minutes.

14. New Business:

- A. Committee assignments for 2020 – Keep the same? It was decided to keep all committees the same
- B. Denton & Boundary rd. Twp. Cost sharing/FEMA Funded paving. Petersen has contacted Incredible bank to see if the Township can get a loan to pave Boundary road until the Township starts collecting from the road millage. The board prioritized the resurfacing of Superior Road rather than Denton Rd.
- C. Joint Clarification of Item #21 within the waste water treatment contract.
There could be an addendum to the contract.
- D. Suggested Twp. Plan & Work Place coordinator for reopening the Twp. Hall.
Ollila made a motion, seconded by Skewes to adopt the COVID-19 Preparedness and response Plan for the Charter Township of Portage. Motion was carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none
- E. Paul & Jen Sanders – Flag Day Cemetery Memorial – Letter
Petersen will send out a letter thanking them for putting flags at the cemetery.
- F. State Has identified Houghton County & our Township for a 2020 AMAR Audit
- G. Houghton County Road Commission – Dust abatement service agreement
Petersen signed and sent out
- H. Sleeman Bid for Repair of Tapiola Warming station
A motion was made by Bingham, seconded by Ollila to accept the bid for \$3890.00 from Sleeman Construction to repair the Tapiola warming station. Motion was carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none
- I. Township Trustee E-Mails. Cost is \$16 per month from Up and Running

Betsy commented that it is important in this day to be available by e-mail. It's very difficult to keep track of who needs paper copies and making paper copies available (many times on a daily basis). Having an e-mail is a basic way of communication and receiving updates from Township officials.

15. Meetings:

- A. May 26, 2020 – Marihuana Special Meeting – Prep for public meeting
- B. May 27, 2020 Boundary Road FEMA Money – Road Commission Meeting
- C. May 28, 2020 MTA Local Chapter – Jennifer Kelly speaker
- D. Water/Sewer committee meeting
- E. Personnel committee meeting

16. Other Business:

Petersen was contacted about the possibility of selling the Township office. Will wait and see what the offer is

Our next regular meeting will be held on July 13, 2020 at 2:00 P.M. Via Zoom

17. Public Comment:

None

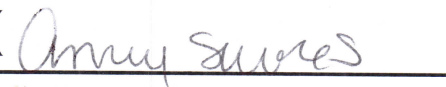
18. Adjourn: A motion was made by Petersen and seconded by Smith to adjourn at 3:05 PM. All in favor, motion carried by voice vote.

Public Attendance:

Ted Soldan - Otterlake FD
Jackie Chandler
Chris Holmes - UPEA
Laura Earhart - Assessor
Roy Britz

X 

Bruce Petersen
Supervisor

X 

Amy Skewes
Clerk