

Charter Township of Portage
Regular Board of Trustees Meeting

May 10, 2021

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, May 10, 2021 via Zoom meeting.

Call to Order: The meeting was called to order by Bruce Petersen at 10:30 AM

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

Additions or Changes to the Meeting Agenda:

Rob Olson telephone call

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

Approval of the Bd. of Trustees Previous Minutes: A motion was made by Anderson and seconded by Bingham to approve the April 12, 2021 regular meeting minutes and the April 26, 2021 special meeting minutes. Motion carried by a voice vote. Absent: Ollila

Approval of the Bills: Anderson commented that the sewer penalties from the City of Houghton were \$1779.71 for 6 days last month. Bingham commented that the sewer rates are going to need to be raised because at this rate the deficit is never going to be paid off.

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:

- Working on audit
- Attending a local clerk meeting at Franklin Township on 5/12

Review Treasurer's Report:

- Working on audit
- Working on miscellaneous projects in between tax seasons
- Prepping for the upcoming tax season

Review Zoning Administrators' Report (John/Bill) for (April 2021):

Zoning Report for April 2021

Permits

Ted Soldan Tapiola Addition (approved)

Scott Lampinen Hurontown New Home (approved)

Justin Rossitto Paradise Rd Temp. Mobile Home. New Home under construction (approved)

Dave Kangas Dodgeville Addition (approved)
Terry Todd Tapiola New Home (approved)
Steve Beauchamp Chassell/Painesdale Rd (approved)
New Home
Scott Lampinen Hwy 41 New Home (approved)
Communications
John Pekkala soil erosion permits for homes within 500 Ft
of a stream or lake
Letter to property owner regarding a mobile home, w/o a permit
& not allowed in a R-3 district.
Discussion with the Assessor regarding property splits &
conforming with the Zoning Ordinance.
Discussed possible changes with the zoning ordinance regarding
seasonal cabins/homes, Tiny Houses, & sq footage & a B-3 District
between Dodgeville & Hurontown
Bill & John

Review Fire Departments:

OLFD: No report

HTFD: No report

Review Assessor's Report: Laura asked that the deputies have a separate email to avoid confusion when receiving an email from offices. Laura advised the board that when speaking with a resident it's important not to take their concerns at face value, always check facts because there's usually more to the issue.* She also stated that she will turn in time off slips in the future.

Laura commented on the proposed B-3 quiet business zone, she thinks there are parcels missing from the map and would like to go over all parcels and current uses. She will meet with Bruce and John on 5/17 to go over maps.

Trustees Reports/Updates: Ollila made a statement regarding a recent Facebook post by a person interested in the B-3 district hoping 3 of our Township officials (Bill Bingham, John Ollila, Roy Britz) would die in a crash. Ollila spoke to MTA about the possibility of banning the person from attending Township meetings. MTA said we could not as wishing someone would die is not the same actually threatening to kill someone. MTA recommended approaching the family or their attorney to request a different person attend future meetings on their behalf.

Bill Bingham supported John's remarks.

Public Comments: Bruce updated Brian Hutzler on the soccer field usage

Correspondence: E-Mail to Rd. Commission – Children at Play, Marihuana Support Letter, FOIA Request (Colorado State University) – Twp. Climate Change Adaptations, MRWA – Training, Michigan Railroads Association

Old Business:

- A. Green Acres Rd. Sewer Project – UPEA Report Concerning OJC & Bid Let And (Water Line Easements & Permitting Progress from EGLE – Last 2 Years.)
- B. EGLE – Cross Connection Control Program Model.
- C. Installation of iPearl/Omni Meters for Businesses – Sewer & Water Comm.
- D. Copper Ridge Road – (2) Children at Play Signs – We Buy & Rd. Comm Places.
- E. American Rescue Plan Act - COVID Relief Bill – Receive Approx. \$308,360.00.
Skewes proposed looking into paying essential employees a bonus for working during the pandemic, will update the board with a total amount.
A motion was made by Ollila, seconded by Bingham to buy 10 meters capable of being shut off remotely using American Rescue Plan Money. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- F. New B-3 Quiet Business Zone
- G. Rob Olson telephone call. Bingham had a phone call with Rob Olson regarding no parking signs south of the Otter Lake Fire Dept. and a possible caution light at the Tapiola Diner intersection.

14. New Business:

- A. Boundary Road Repair & FEMA Bids Let & Awarded – Road Commission.
- B. Road Commission 2021 Dust Abatement Program – Run Through Township.
- C. Web-Page – New Tab – “Assessing” – Contact for “Zoning Adm”.
- D. DEQ – EGE Pre-Application Request → Hunter King – Hurontown Center Ditch.
- E. Paid Time for Staff to go in for COVID Vaccinations.
A motion was made by Smith to give employees 3 hours of paid time off if they turn in a covid vaccine card, seconded by Ollila. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- F. Ice Rink Rental – Who Schedules – At What Cost? Scheduled a recreational committee meeting on 5/12/2021 at 3 P.M. also on the agenda getting lines on the pickle ball courts.
- G. EGLE – CDSMI – Looking for Lead Service Lines – Must confirm Each Line.

15. Meetings:

- A. April 30, 2021 - Sewer and Water Comm. Mtg. – Business Meters Installation.
- B. April 26, 2021 – Trustees Work Session for New B-3 Zoning District.
- C. April 27, 2021 – EGLE Webinar – Service Line Materials Verification – CDSMI (Complete Distribution System Materials Inventory) – Done by Jan. 1, 2025.
- D. Future - Cemetery Meeting – Go Over Staffing Rotation and Costs.

16. Other Business: Ollila made a motion that the board create a zoning committee and the members be Bill Fink and Ollila, seconded by Bingham. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

Ollila made a motion to raise the pay for the Planning Commission members to \$75.00 and change the cost for a request of a special planning commission meeting to \$600.00 and \$600.00 for a site plan

review, seconded by Skewes. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

17. Public Comment: none

18. Adjourn: A motion was made by Anderson and seconded by Bingham to adjourn at 12:14 PM. All in favor, motion carried by voice vote.

Public Attendance:

Chris Holmes - UPEA

Scott Perkins

Brian Hutzler

Laura Erhart

Shannon Perkins

Vanessa Dietz

Roy Britz

X 
Bruce Petersen
Supervisor

X 
Amy Skewes
Clerk