

Charter Township of Portage
Regular Board of Trustees Meeting

July 12, 2021

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, July 12, 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 and John Ollila as stated by roll call.

Additions or Changes to the Meeting Agenda:

Correspondence – Portage health Foundation (UPSET West), Department of Treasury (Unclaimed property)

New Business – trustee Emails, 425 with the City of Houghton, Legal Counsel, Mini excavator.

Old Business – Portage health

A motion was made by Fink, 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 June 14, 2021 regular meeting and June 30, 2021 special meeting minutes. Motion carried by a voice vote.

Approval of the Bills:

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:

- Sent out 263 ballots and 99 have been returned
- Requested follow up about the afterhours emergency contact?

A motion was made by Fink to adopt a \$50.00 "on call" weekend rotation among the DPW staff for emergency calls, seconded by Ollila. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

Review Treasurer's Report:

- Audit completed and turned in on time on 6.17.21
- Currently collecting taxes for summer 2021, due Sept. 14, 2021

Review Zoning Administrators' Report (John) for (June 2021):

Very little building because of the cost of materials; well off young family, people from California, and a business were the only applicants:

June 9th, Junction of Scout Camp Road and M-26, Patrick Plumbing and Heating warehouse and office, permitted with pending approval of site plan by Planning Commission on 7/15.

June 13th, 35375 Tapiola Road, pole barn/garage, approved.

June 19th, Canal Road, lot E of UPPCO building, right next to Entering Portage Township sign, lot turned out to be in the city of Houghton.

Communications:

6/8 inquiry about putting storage buildings on old #6 mine site on Green Acres Rd., 6/9 and 6/14 inquiry about duplex on Peepsock Road (grandfathered in, predates zoning), 6/15 retaining wall on property line, 6/17 complaint about trailer on Paradise Road, 6/18 call with UPPCO to request application for light in Tapiola, 6/24 size of signs at old J.C. Penny building, 6/28 concession tent at soccer fields.

Review Fire Departments:

OLFD: 6 Fire, 5 EMS. The fire department hosted 15 junior fire fighters.

HTFD: No report

Review Assessor's Report:

Board of Review July 19 2021 at 11 A.M. at Doelle senior citizen center.

Trustees Reports/Updates: Bingham asked if Bruce ordered the re-calibration of the meter in Dakota Heights yet. Bruce said he will get in touch with Chris Holmes to get it done.

Ollila commented that he has a township email and recommends that every trustee get a township email.

Public Comments: Brian Izirarry updated the board with the new soccer field in Hurontown. The field is ready and will be used this week. He noted that there is a constant, small flow of water coming in on the south edge, either a spring or a water leak.

Correspondence: Correspondence: Letters Sent to Portage Water/Sewer Customers with Possible Sump Pump Outlets in Commercial Sewer, City of Houghton Proposed Ordinance 2021 – 321 to Re-Zone Property, SEMCO Energy New Construction Notification Request, MRWA Summer Conference, portage health - UPSET West - \$3000.00 donation, resident concerned with brush on trail, dept. of treasury – will release check if we can confirm person.

Old Business:

A. Green Acres Rd. Sewer Project – July 14th Bid & Waterline Permitting Progress.

- B. Road Comm. 2021 Dust Abatement Program – Numbers Submitted for Contract. 4 people signed up, totaling \$1800.00
- C. New B-3 Quiet Business Zone – Waiting for parcel numbers for WUPPDR Map
- D. (2) Sewage Lift Stations Roof Designs/Bid Letting – Mooney at UPEA. Arched roof design, replace doors and replace some block. Bingham made a motion to accept this design and proceed with getting the project out of bids, seconded by Ollila. Motion carried by roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- E. Sand Sale Contract – Bacco – FEMA Road Projects.
- F. 2020 Audit Completed & Submitted by Rukkila/Negro.
- G. Sign Design for Hurontown Recreation Area. Ollila voiced concern of including a privately owned soccer field on the sign due to the fact of receiving grant money. Bingham recommends getting the playground equipment inspected, Bruce agreed.
- H. Large Wind Turbine Zoning Ord. Update. Bruce asked if we need to look at our zoning ordinance, Ollila doesn't think our Township has the sites for a wind farm but suggests the planning commission look into it, Fink agreed.
- I. Stalker Portable Radar Sign – Shared Cost with City - ordered
- J. Portage health grant – would like to pursue a grant for the peepsock tennis courts

14. New Business:

- A. Hurontown Center Ditch Cleanout for Fall – EGLE Permit Submitted
- B. New ¾ or 1 Ton Plow Truck Purchase Availability and Bids. Looked twice to local dealers and all places are looking, they suggested having one built. Both places are getting a price.
- C. Pedestrian Tunnel Under Canal Road from Park Street Trail to Kestner Park. Craig Waddell updated the township on the proposed tunnel. Ollila proposed the recreation committee meet at the site to see what the plan is. July 21, 2021 at 11 AM
- D. Adams Township Water Bill – Broken 2" Old Line Along Green Acres Road – Old line is disconnected.
- E. Monthly Bd. Meeting Time – After 5:00 More Public & Fire Chief Participation. The board agreed to continue to meet via zoom but will change the time to 6 P.M.
- F. Basement File Disposal – Shelving Fabrication. Will have all members of the board sign up for a couple of hours to help go through the basement and help dispose of old documents.
- G. 425 with the City of Houghton. Bruce will contact a new attorney because Patrick Greeley also represents the city

15. Meetings:

- A. 06/23/2021 – Portage District Library - Future Public Service Planning.
- B. 06/23/2021 – Hurontown Rec. Area - CCSA (2) Gates - Will Fund \$1,000.
- C. 06//21/2021 – Twin Lakes - WUPPDR Full Commission Meeting.
- D. 06/22/2021 – Township Office - Kevin Rogan of BACCO Construction.
- E. 06/10/2021 – Township Office - Planning Commission Work Session.
- F. 06/23/2021 – Township Office – Personnel Comm. Meeting.
- G. 06/29/2021 – Township Office – Traverse Engineering – Water Line Closure.
- H. 06/08/2021 - Webinar – Am. Rescue Plan & How Money Can be Spent.

16. Other Business: Anderson asked about the status of a smoke test on the sewer line at Dakota Heights, Chris Holmes stated that it can be done soon and the residents need to be notified. Ollila reported that the planning commission is meeting this Thursday July 15, 2021 to hold a public hearing on proposed Z.O. amendments and to consider the site plan for Patrick's Plumbing.

17. Public Comment: Rosemary Grier asked about zoning and ordinances on the website, she also commented that she likes the zoom meetings and would like to see a combination meeting when the board goes back to in person meetings.

18. Adjourn: The meeting was adjourned at 12:25 PM.

Public Attendance:

Chris Holmes - UPEA

Cyndi Perkins

Craig Waddell

Laura Erhart

Brian Izirarry

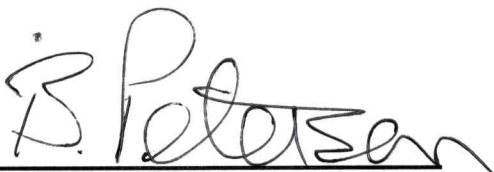
Vanessa Dietz

Roy Britz

Mike Bach

Jen Mattila

Rosemary Grier

X 

Bruce Petersen
Supervisor

X 

Amy Skewes
Clerk