

Charter Township of Portage
Regular Board of Trustees Meeting

August 9, 2021

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, August 9, 2021 via Zoom meeting.

Call to Order: The meeting was called to order by Bruce Petersen at 6:00 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:

Old Business – Rec. Facility, New Business - repainting water tank

A motion was made by Ollila, seconded by Fink 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:

1. We received a FOIA request from Teresa Kariniemi (County Wide) to analyze all ballots from the November 2020 election. I am in coordination with all township clerks and the County Clerk to get this done.
Fink and Bingham want to reject the request, stating that the election was certified. Skewes has sent the FOIA Cost Estimate in the amount of \$1074.75, and has not heard back from them.
2. The election went well, there was 335 total voters and the millage passed 281 to 54. Total absentee voters were 246.

Review Treasurer's Report:

- Currently working to process and disburse taxes.

Review Zoning Administrators' Report (John) for (July 2021)

Zoning Applications:

- 7/7 21829 Denton Road, mobile home, owner has not yet put in stakes
- 7/12 83880 Manninen Road, new garage, approved
- 7/20 18820 Sermon Road, deck around in-ground pool, approved
- 7/25 Scott Leer, Superior Road, new garage, approved
- 7/26 No fire # yet, new house & garage, approved

7/28 18802 Canal Road, landscaping & large deck, approved, also required soil erosion permit from Drain Commissioner

Correspondence:

Questions about airbnb, Questions about seaplane dock at old Onagamung site, Multiple calls with Patrick's Plumbing and Heating (site plan prep), Determined duplex on Mill Road is grandfathered in, Family dispute about cabin on Donken/Tapiola Road (Roy Britz very helpful), Another call about the trailer on Paradise Road (two reported on same site – not verified), Complaint about no permits for buildings on Campioni property on US 41 (to be investigated)

Ollila made a motion to add Truck boxes, semi-trailers and shipping containers to the \$20.00 fee schedule, seconded by Fink. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

Correspondence:

The PAR Plan News, Municipal Sewer & Water Magazine, Ron Yesney (DNR) – Brush Complaint Answer, MRWA – Training, Annual Conference, Expo Day, Annual Business Meeting, SEMCO Data Base Update, UPPCO Waste Reduction Plan, PHF Upset West 2021 Payment, Blue Cross Blue Shield Survey

Review Fire Departments:

OLFD: 0 Fire, 6 EMS. We lost one of our own, Dick Rulison.

Our First Responders were trained on epinephrine injections. It is hard and expensive to get a hold of the Epi pens, so this is a great alternative. I'm not exactly sure what an Epi pen would cost, besides being expensive, but our vials cost about \$12. We now carry Epi. So that's great for any allergy calls that we go on.

We had our 4th of July parade on the 3rd. There was a great turnout, we also had an open house with our new fire hall as we have continued to remodel and improve the building. Still a way to go though. Our junior firefighters marched in the parade.

HTFD: No report

Review Assessor's Report:

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

Spent a lot of time doing field work last month.

Trustees Reports/Updates: Anderson commented that 260 people voted from Precinct 2 and 66 people voted from precinct 4

Public Comments: None

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 the trail, dept. of treasury – will release check if we can confirm person.

Old Business:

- A. Green Acres Rd. Sewer Project – July 14th & Aug. 10th Bid Openings for the lift station roofs & EGLE Waterline Permitting Progress, Flo-Dar Meter Calibration – Crane Engineering.
A motion was made by Bingham to approve Crane to re-calibrate 3 meters, seconded by Anderson. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- B. B-3 Quiet Business Zone – WUPPDR Map Status.
Waiting on list of parcels from the assessor in that area so WUPPDR can generate the map
- C. Hurontown Center Ditch Cleanout for Fall – EGLE Permit Submitted.
- D. Kabota Mini-Excavator Delivery – Need Trailer to Haul Equipment. Got 1 price from Sunset trailers for \$6380.00, will look for a couple more places
- E. Assessor Time & Mileage Worksheet. Petersen stated that the assessor will fill out this time sheet and turn in every pay period.
- F. UPPCO Energy/Meter Service Application – Tapiola Blinking Light. UPPCO would sell us this light. Bruce spoke to the County and there currently are not any blinking lights on any trunk line roads in the County
- G. 425 With City of Houghton – Crystal Morgan’s Response/Opinion. Bruce will ask if she will become our attorney and if she will send a letter regarding the 425 error. Anderson asked if the Supervisor can contact the Attorney on a case by case basis or is generally authorized to speak with the attorney on his own volition. Petersen answered, on a case by case basis.
- H. Rec. Facility – Spoke with OPUS Web, they put a Rec. tab. Bruce would like to add a scheduling tab for our rec. facilities.

New Business:

- A. PHF Recreation Grant – Spring of 2022 – Pickle Ball Courts. Bruce proposed to the Portage Health Foundation to re-surface the pickle ball court. Near Peepsock road.
- B. New ¾ or 1 Ton Plow Truck Purchase Availability and Bids
- C. Pedestrian Access Across Canal Road from Park Street Trail to Kestner Park – Fink met with Craig Waddell at the location and doesn’t see how a tunnel is feasible, Craig Waddell is looking into grants and other options for a safe crossing path.
- D. An Additional stop sign at the Manitou and Fredrick Street Intersection.
- E. Successfully applied for COVID -19 Money from State. Grant was applied for, still waiting for the money. Anderson mentioned holding off on spending until the money comes.
- F. Five Years Rec. Plan (2017-2021) Update. Rec. Committee meeting will meet in early October.
- G. Boundary Road Topography – Driveway Site Blockage. Skewes and Ollila asked about the whole road not being completed because a portion of the road is not new. Bruce will call the County, he also thought the whole road would be done.
- H. Water Line Break – Top of Mill Road – Serves (5) Residences.
- I. Planning Commission Zoning Amendments – Read for Record
Ollila read the following changes to the zoning ordinance (adopted by the Portage Township Planning Commission on July 15, 2021).
 - 1. Add the following statement as a permitted use in B-1, B-2, LAR, MU, and M-1:
 - 2. “Any other business or establishment determined by the Planning Commission to be of the same general character as the preceding permitted uses.”
 - 3. Change Sec. 3.12, 5C, Rear lot setback to 35 ft.

4. Remove 'Tiny Houses' in all zoning districts.
5. Permit dwellings less than 900 sq. ft. for substandard lots in R-3.
6. Change the minimum floor area for single family dwellings to 500 sq. ft. in FF, RUR, RER, LAR, B-2, and B-4.
7. Change Sec. 8.2, Item C to read: " Residential and privacy fences are permitted on the property lines in residential districts, but shall not exceed ten (10) ft. in height and shall not be closer than two (2) ft. to any public right-of-way."

Fink suggests The City of Houghton Planning Commission and our Planning Commission meet periodically as well as the city board and our board.

- J. Water Tank – The board discussed painting the water tank, possibly applying for a grant or using the American relief money

15. Meetings:

- A. July 19, 2021 – B.O.R. – Doelle Senior Citizen Center.
- B. July 21, 2021 – On-Site with Craig Waddell – Canal Road Crossing.
- C. July 23, 2021 – Portage Health Foundation – Pickle Ball Court Grant.
- D. July 27, 2021 – Personnel Committee Meeting – Township Office.
- E. Need to Schedule a Budget Meeting to Review "to-date". Scheduled for August 23, 2021 at 3 P.M. in the Township office

16. Other Business: Ollila requests that if Crystal Morgan does not want to be our attorney that we look for another attorney.

Bingham asked about the status of the letters sent regarding sump pumps, Bruce said he received some back and will check with DPW regarding the others.

17. Public Comment: None

18. Adjourn: The meeting was adjourned at 8:10 PM.

Public Attendance:

Chris Holmes - UPEA

Cyndi Perkins

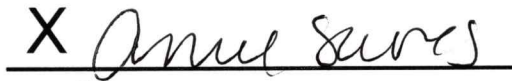
Laura Erhart - Assessor

Vanessa Dietz

Roy Britz



Bruce Petersen
Supervisor



Amy Skewes
Clerk