

Charter Township of Portage
Regular Board of Trustees Meeting

May 9, 2022

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, May 9, 2022. The board of trustees attended in person at the Township office and the public logged in via zoom.

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:

Correspondence Soccer organizations, WUPPDR Letter

New Business – Huron Creek Watershed grant

Old Business – Spring cleanup

A motion was made by Ollila, seconded by Anderson to approve the meeting agenda. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

Approval of the Bd. of Trustees Previous Minutes: A motion was made by Ollila and seconded by Anderson to approve the April 11, 2022 regular meeting minutes. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

Approval of the Bills:

Bingham asked Bruce to check with the DPW to see why the water bill at the maintenance building has been so high.

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

A motion was made by Fink to approve a \$50.00 per month stipend for the Clerk, Treasurer and the Water Clerk towards their personal cell phone bill, 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 is mostly finished
- Fire department tax deposits have been updated in balance sheet and P&L (there were questions last meeting)

- Rural development amounts have been updated for the year and reflect actual amounts on balance sheet
 - o Each has one more payment due this fiscal year as shown below
 - o Dakota Sewer 11594 will go into deficit with the final payment, all payments come out of O&M to keep balances intact

RD Payments/Min. Balances 2022 (all payments in 2022 are inputted in quickbooks, final pmt is 8/1; report is based on numbers as of 8/31/22, income is not taken into consideration)

	5/5/20 22	balance	future payment due (estimated)	date of future pmt	should be on 12/31/21	ie needed on 5/5/22	estimated final, not incl user fees	
PS						-		
O		47,047.	9,408.	7/1/20		20,939.	26,107.	
M	92-09	08	12	22	0.00	49	59	
PS					7,281.0	15,489.	7,281.0	
BI		-8,208.49			0	49	0	
PS					14,500.		14,500.	number may be
BR		14,500.00			00	0.00	00	more or less
PS					18,175.	5,450.0	18,175.	depending on
RR		12,725.00			00	0	00	charges and fees
PW						-		
O			23,983.1	7/1/20		6,631.8	79,073.	
M	91-08	85,705.15	2	22		7	28	
PW					17,967.		17,967.	
BI		18,235.70			57	-268.13	57	
PW					36,500.		36,500.	number may be
BR		36,500.00			00	0.00	00	more or less
PW					20,700.	6,900.0	20,700.	depending on
RR		13,800.00			00	0	00	charges and fees
D								
W						-		
O				8/1/20		11,280.	22,382.	
M	91-04	33,662.84	7,015.00	22		00	84	
D								
W					2,667.5	2,880.0	2,667.5	
BI		-212.50			0	0	0	number may be
D								more or less
W					11,000.		11,000.	depending on
BR		11,000.00			00	0.00	00	charges and fees

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Review Zoning Administrators' Report (John) for (April. 2022)

Permits:

4/12 – new home on Henry Road (no fire # yet), approved

4/13 – application for expansion of U Haul storage buildings in Dodgeville, on hold until the snow melts

Zoning Correspondence:

4/4 – inquiry about process for house on Henry Road, 4/13 – inquiry about setbacks for future storage building on Haapapuro Road, 4/13 – inquiry about U Haul storage buildings on M-26 (told caller that was Adams Twp.), 4/13 – call about U Haul storage buildings in Dodgeville, 4/18 – inquiry about the depth of lots on Dodge Street in Dodgeville, 4/21 – updating AT&T equipment on tower on Paradise Road, 4/27 – inquiry about permit for attached deck with roof on Bootjack Road (told caller that was Torch Lake Twp.)

Correspondence: Dave Rulison – Thank You Letter, Melissa Boerman – App. Kept on File, PHF Annual Report, MRWA – Continuing Education Classes, Houghton-Portage Twp. Schools – Gaffney Road Repair, PHF – Annual Report

Review Fire Departments:

OLFD: no report

HTFD: Hurontown grant application accepted

Review Assessor's Report: Attached

Trustees Reports/Updates: Fink updated the board on the Cemetery committee meeting, he said there are several people asking for improvements, he advised them to create a 501c organization.

The board discussed reducing the speed at the intersection of Green Acres Road and Main Street in Dodgeville to 45 MPH. Bruce will look into this

Public Comments: A resident is interested in opening an axe throwing business in the mall which would also need a beer/wine license. A motion was made by Bingham to approve the class c license, seconded by Smith. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

A resident asked if the Planning Commission public hearing will be open to the public as well as zoom. Yes, if fire capacity regulation is not exceeded.

Old Business:

- A. Green Acres Rd. Sewer Project – 5th Draw – Green Acres Rd. Paving & Center Drainage Ditch.

A motion was made by Bingham to approve the fifth draw on the USDA grant in the amount of \$77,236.10, seconded by Fink. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

They expect the project to begin at the end of June or early July

- B. Houghton County Recreation Authority – “Articles of Incorporation” – Signing.
They originally didn't go through the proper process and need the articles re-signed.
Ollila asked if the Houghton/Chassell trail remains non-motorized. Bruce replied yes.

A motion was made by Fink to sign and re-submit the articles of incorporation, seconded by Smith. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

- C. US Dept. of Treasury ARPA Reporting by April 30, 2022 – Done.
- D. PHF – Recreation Grant for resurfacing the pickle ball court was not approved.
Ollila made a motion to paint the inside of the roof at the Dodgeville Rec. Building, seconded by Anderson. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- E. The Houghton Football Club & CCSA have jointly worked out Field Scheduling.
- F. Spring Clean Up – Bingham said he has had several calls regarding clean up in the Township. The board decided to allow leaves/grass clippings only to be dumped near the maintenance building in the designated area. DPW will monitor. ✍

New Business:

- A. Tim Payment – Liquor License Applicant.
- B. 20 Foot Deck-over Trailer In – Sunset Trailer Sales – Merrill, WI.
DPW will be picking up soon.
- C. Doelle Senior Center – Future Use/Ownership. Ollila is going to call Rob Olsen for clarification
- D. Dust Abatement – Calcium Chloride - Houghton Co. Road Commission.
- E. Required “On-Line” Access to Assessing Information – Laura will present at the next meeting.
- F. Harbor Freight Inquiry about Store #3339 Located in the old Penny’s Store. Done in January.
- G. Watershed grant – The grant was approved and funded for Huron Creek Watershed by the DNR to fund study.

Meetings:

- A. Personnel Committee Meeting - Personnel Manual – April 12, 2022.
- B. Houghton County Rec. Authority – Articles of Incorporation – April 11, 2022.
- C. Amy Schultz – L’Anse, Mi
- D. Cemetery Meeting – Funding of Cemetery Improvements – May 3, 2020.

Public Comment:

A question was asked if there is an ordinance in the Township regarding signs placed on property. Election signs are permitted for short periods of time with land owner permission, signs advertising businesses must be located only at the business. MDOT may have unique regulations for US41.

Other Business: The meeting went into closed session at 7:30.
The meeting returned to open session at 7:53.


Adjourn: The meeting was adjourned at 8:00 PM.

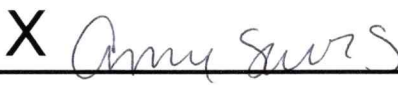
Public Attendance:

Carol Sowards

Chris Holmes - UPEA

Susan Schwenk
David Aittama
Tim Payment
Paulina Payment

X 
Bruce Petersen
Supervisor

X 
Amy Skewes
Clerk

May 2022 Assessor's Report

The pump house at the north end of Dodgeville is on an easement over property owned by U Leasing LLC (Abe Supply). It seems that it would be a good idea to have a fire number for the pump house. Fire numbers are currently issued by the County Building Department.

The information for the pump house parcel (in assessing) is below.

010-261-006-11
CHARTER TWP OF PORTAGE
MAIN ST
HOUGHTON MI 49931

P6-11-6A SEC 11 T54N R34W LOCATED ON PARCEL 010-261-006-15:: EASEMENT TO
TWP::SEC 11 T54N R34W PART OF N 1/2 OF NE 1/4; COM AT NE COR OF SEC 11; TH S 87°
35'33" W ALG SEC LINE 523.25'; TH S 87°35'33" W ALG SEC LINE 195.60'; TH S 30°25'53" W
1173.72'; TH S 30°25'53" W 212.34 TO POB; TH S 30°25'53" W 114'; TH S 89°46' E 156.5'; TH
N 44°56'57" W 139.79 M/L TO POB

Public Act 660 of 2018 requires that beginning in 2022, local units with broadband internet access must provide taxpayers online access to information regarding assessment services including parcel information, land value studies and documentation, and economic condition factors.

More specifically, if a city or township building within the assessing district is in an area with broadband internet access, [the local unit must] provide taxpayers online access to information regarding its assessment services, including, but not limited to, parcel information, land value studies and documentation, and economic condition factors. As used in this subdivision, "area with broadband internet access" means an area determined by the connect Michigan broadband service industry survey to be served by fixed terrestrial service with advertised speeds of at least 25 megabits per second downstream and 3 megabits per second upstream in the most recent survey available.

The State has provided the instructions to identify the broadband internet access speeds available to local units; directions are on the following page.

Once the determination is made as to whether or not we are required to have the specified information available on the internet - I will need to know if we are required, and who will upload the material so that I can coordinate providing the required information.

Laura, Assessor
Erhart



Broadband Internet Access Speeds Available To Local Units

place of business used for municipal operations

- Go to connectmi.org
- On "Residents" tab, go down to and click on "Broadband Coverage Maps"
- Scroll down to and click on "Interactive Map"
- Or use the link: The Michigan Broadband Map (connectednation.org)
- Agree to terms
- In the Location box, enter the physical address of the assessing district's main place of business used for municipal operations

- The Location box includes a scroll down list of providers.
 - Any providers using the platforms of Satellite or Mobile do not count as they are not "fixed terrestrial service".
 - The "Voice" platform is for telecommunications and does not apply.
 - The platforms of Cable, Fiber, DSL or Fixed Wireless are considered "fixed terrestrial service".

Provider	Platform	Max Download (Mbps)	Max Upload (Mbps)
Verizon Wireless	Mobile	n/a	n/a
Viasat	Satellite	100	3
Xfinity	Cable	987	35

- Any Cable, Fiber, DSL or Fixed Wireless platform provider showing a Max Download speed of at least 25 and a Max Upload speed of at least 3 falls under the requirement made in statute.