

Charter Township of Portage
Regular Board of Trustees Meeting

October 9, 2023

The Charter Township of Portage held a Regular Board of Trustees Meeting on Monday, October 9, 2023.

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:

New Business – Early voting Center resolution, Pepsi Plant land easement, Audit deficit plan, Dakota Water deficit

Old Business – 425 with city of Houghton

Meetings – Treasurer meeting with Julie Riolo

A motion was made by Fink to approve the meeting agenda, seconded by Ollila. 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 to approve the September 11, 2023 and September 25, 2023 meeting minutes, seconded by Anderson. Motion carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

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:

- Brought election equipment for maintenance on 9/15/2023
- Will attend training at Franklin Township regarding Proposal 2 on 10/11/2023 at 9AM
- Scheduled an Election Committee meeting - scheduled for 10-23-2023 at 1:30PM

Review Treasurer's Report:

- **Summer Taxes** have been collected; interest is charged on late taxes for summer collected through 2/28/23
- **BSA Project:** only Utility & financials will move to the cloud because of data sharing required for Tax.net and Assessing.net
- **Deficit reduction plan Cemetery COA change:** completed; we need to eliminate budgeted amounts for transfers between perpetual care/general fund and the cemetery at the year-end budget meeting (book a date now?)

- **Dakota Sewer:** Deficit decreased by \$300, cannot be negative at year end. What has been done to fix this deficit?
- **Office Need:** flooring replacement, laminate clip together floor? Done by DPW or Cemetery?

Review Zoning Administrator's Report for (September 2023)

Zoning Applications:

9/6 – 46058 Fairway View Drive, new sauna, approved. 9/12 – Corner of Boundary & Superior Roads, new home, approved. 9/18 – 16272 Aspen Lane, new home, approved. 9/18 – 43995 Superior Road, new pole barn, approved. 9/20 – Pilgrim Hills lot #10, new home, approved, 9/20 – Pilgrim Hills lot #20, new home, approved. 9/25 – 47760 Huron Street, new home, approved.

INQUIRIES & COMPLAINTS:

9/1 – Is permit required for shed less than 200 sq. ft. in Woodland,
 9/5 – Permit required for sauna on Denton Rd., 9/6 – Regulations and permitting for a boathouse on Portage, 9/15 – Well/septic process in RUR.
 9/18 – Permit for new pole barn Superior Rd., 9/19 – Permitting for adding a second floor to an existing house, 9/20 – Rules for renting in Portage Twp.,
 9/21 – Inquiry about legality of tiny houses, 9/25 – Can garage for a new house be built first, 9/28 – Renting rules for Peepsock, 9/29 – Is a new permit required to rotate the footprint of a previously approved duplex 90 degrees.
 8/23 – Questions about the smallest size house that can be built in the township, 8/24 – Regulations for a new pole barn, 8/27 – Is a township permit required for a well.

OTHER ZONING ACTIVITIES:

Conversations with MTA about process for amending non-zoning ordinances. Final proofing of text for recently adopted Zoning Ordinance amendments with Ted Solden. Phone conversations with residents near Kurt's Korner's about Seckler compliance with required cleanup – he has cleaned up the mess the squatters left behind!

Correspondence: New property tax assessor – Heather Casagrande

Review Fire Departments: OLFD – 2 EMS runs, 0 Fire.

Grant was awarded for \$10,000 for new gear

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

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

Hurontown FD – No report

Review Assessor's Report: distributed.

Trustees Reports/Updates: Bingham said the no parking signs along the Tapiola Road south of the ballpark need to be removed before winter. Bruce will call the Road Commission

2024 Budget meeting November 29, 2023 at 2PM

The county is responsible for the ditches in the Township

New sewer line on Green Acres Rd has issues, the meter reading is all over the place.

Bump on Green Acres Rd is getting worse, Bruce will call the Road Commission about it.

Skewes commented about another accident on Broemer Rd/Paradise Rd. intersection. Bruce will see what the road commission has for new signs

Ollila commented that the cemetery benefits need to be updated in the personnel manual

Ollila said we need to have a meeting to increase rates in Dakota Sewer

Ollila updated the board on the proposed changes to the stormwater ordinance which the board will vote on at the regular November meeting

Anderson noted that the last Planning Commission meeting for the year is on November 30, 2023

November 2, 2023 personnel committee meeting at 3PM

Public Comments: none

Old Business:

- A. Green Acres Road Sewer Project – Who is Hooked Up; Base Fee instigated, when is Start-Up & Hurontown Center Ditch.

A motion was made by Fink to approve the 14th draw on the rural development loan in the amount of \$339,910.09, seconded by Anderson. Motion was carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

A motion was made by Fink to approve a change order for the Green Acres Rd sewer project, seconded by Ollila. Motion was carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.

The sewer usage for Green Acres Rd is 4 times the amount of the water usage, need to figure out why this is happening. Chris Holmes said this is due to sump pumps.

- B. Dodgeville Ice Rink Inside and Outside Security Cameras. – Live on Vanessa's computer
- C. 1992 Ford Econo-Line ambulance – one bid accepted from James Michaelson
- D. Beauchamp working on Hurontown Fire Hall apron/Bollards – Handicap accessible sidewalk and door installed
- E. Signed/Notarized/Returned ATC 69K V Transmission Easement
- F. 425 agreement with the City of Houghton – The board recommends having the City of Houghton be responsible for water and sewer. Our attorney was informed of our wishes.

New Business:

- A. Houghton Co. Rd commission disaster assistance grant resolution signature

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

- B. Jeff Ratcliff – KEDA – working on grant to replace 1938 water line

- C. New phone system for the Township office – Up and Running
A motion was made by Fink to approve a new iphone for Bruce, seconded by Ollila. Motion was carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- D. Land at Pepsi easement – is the mystery missing triangle of land discussed in December.
- E. Audit deficit reduction submitted
- F. Early Voting Center Resolution. A motion was made by Skewes to approve the resolution to have Houghton County run the early voting center, seconded by Smith. Motion was carried by a roll call vote. Aye: Anderson, Bingham, Fink, Ollila, Petersen, Skewes, Smith. Nay: none.
- G. Dakota sewer rate increase. A water/sewer committee meeting scheduled for October 16, 2023 at 3PM

Public Comment:

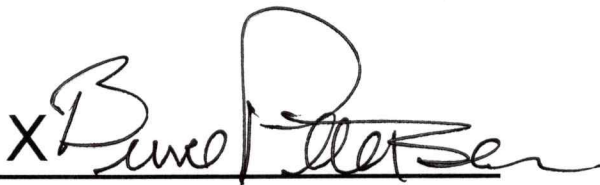
Meetings:

- A. Met with Ben Larson – Courthouse – Sept. 13, 2023
- B. Brian Koski, John Pekkola – On site – Proposed 6th sewer line – sept. 26, 2023
- C. Met with Kevin Harju – what constitutes a class A road – Sept. 26, 2023
- D. Treasurer meeting with Julie Riolo – October 5, 2023

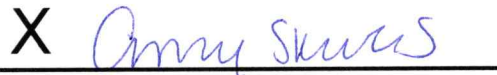
Adjourn: The meeting was adjourned at 7:51 PM

Public Attendance:

Roy Britz
Chris Holmes – UPEA
Anders Kallungi
Randy Malone

X 

Bruce Petersen
Supervisor

X 

Amy Skewes
Clerk