

PORTAGE TOWNSHIP BOARD
REGULAR MEETING MINUTES

October 10, 2023 Approved Pat MacLachlan, Clerk

The regular meeting of the Portage Township Board was called to order at 7:00 p.m. by Supervisor Reed.

Board members present: Holbrook, McKeage, Reed and MacLachlan

Motion McKeage; support Holbrook to approve the agenda as presented. All ayes

Motion Holbrook; support McKeage to approve the minutes of the regular meeting. All ayes

Motion McKeage; support Holbrook to approve the bills as presented. EMS payroll \$19,084.25, Library payroll \$2518.70, Township payroll \$12,772.58, General \$19,960.84, Roads \$7,883.50, Fire \$1,862.17, EMS \$25,621.95, Library \$3,942.82 Road Bond \$33,255.24. All ayes

Reports

Clerk- Noted that there are aging balances in EMS/Accumulated billing account that should be written off. Portage has been approved for a Tire Recycling Grant for 2023/24. A community clean-up of Portage Creek has been suggested to be done in conjunction with June Clean-Up Day. Election is progressing with AV ballots being sent out. What is the status of MERS? Have we talked with the rep that contacted the township last month? Having a self-funded retirement program option available to our employees is something the board should look into. Video franchise contract was given to the supervisor for review.

Trustee – **Motion Holbrook; support reed to change the November Board meeting date to Monday, November 13, 2023. All ayes. Notices and ads will be posted.**

New entry doors for the school will cost about \$30,000. No update from TAS about the church property.

Building/Zoning- Some new permits, but mostly inspecting projects that are being completed.

Planning- Committee will meet before the next board meeting.

Library- Written Report

EMS- 17 calls and 5 mutual aid. M. Soder said 75% of EMS staff do not want power load for the cots.

Fire- 2 runs. \$10,000 grant was approved and the current township budget includes money for the safety items requested.

Assessor-Working on cleaning up the assessing data base and creating new spread sheets in property information.

Motion Reed; support Holbrook to PIVOT Point software/service and a new I Pad for assessing office. All ayes

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Planning- McKeage said in November, the committee will be sending back to the board the proposed changes to MUI & MUII for further discussion.

Don wants to talk to Scott about land use definitions.

Parks- Hubbard said committee will work on updating the 5 year Park & Rec Plan. An additional committee member is needed.

Building/Zoning-Alberts said new building processes are being used in our area, ICF block.

Action items

Old Business-

- 1. MacLachlan said deadline for letters of interest for the Library Board has been extended to October 20, 2023.**
- 2. MacLachlan confirmed a signed contract and insurance certificate has been received from Three Lakes Academy.**
- 3. MacLachlan received a call from Fred Burton about EMS contract, a corrected copy was emailed to him, waiting return of signed 2023/24 contract.**
- 4. Holbrook to follow up with TAS about church property.**
- 5. Cpt. Wiegand will look into all weather “mega mover” tires for the rig cots.**

New Business-

- 1. Motion McKeage, support Reed to hire John Glenn for 2023/24 snow removal. All ayes Note: Plow EMS house and fire barn first.**
- 2. Township web site update, we are waiting for a” .gov” address that will not be issued until February 2024.**
- 3. Chief Burton noted the fire department received a \$10,000 grant for personal protection equipment.**
- 4. Reed spoke with MCRC Livermore about postponing McGahan Rd. work until Spring 2024 with no payments made at this time.**

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Public Comment

-Driveways on Long Point have not yet been fixed after the paving was completed.

Is there a noise ordinance that covers dog barking? Reed asked to get information and he will look into the situation.

-EMS house internet periodically goes out. Is the Township looking into Highline for the township buildings?

-Any progress on blight enforcement in the township?

-Supervisor Reed shared that the office furnace was repaired and that we may need to replace main furnace in community building and the township office next year.

Road status update includes pulling gravel from shoulders on Long Point. The ditching is completed on N. Gould City Rd./Sandtown and Carlson Rd is done. New signage was placed on H-33 & H-42. Reed will contact MERS re plans.

-MacLachlan noted that Phil Miller has moved from Portage Township and will be missed.

Motion to adjourn 8:08 p.m.