

PORTAGE TOWNSHIP BOARD
REGULAR MEETING MINUTES

December 12, 2023 Approved Pat MacLachlan, Clerk

The regular meeting of the Portage Township Board was called to order at 7:02 p.m. by Supervisor Reed.

Board members present: Holbrook, McKeage, Reed, Abram and MacLachlan

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

Motion McKeage; support Reed to approve the minutes of the 11/14/23 regular meeting. All ayes

Motion McKeage; support Abram to approve the bills as presented. EMS payroll \$19,054.75, Library payroll \$1786.50, Fire payroll \$19,904.80, Township payroll \$10,370.82, General \$18,072.80 Fire \$21,476.50, EMS \$21,772.04, Library \$2454.371. All ayes

Reports

Clerk- Portage Anglers would like to set up their fishing tournament weigh in tent at the end of Lake Street at the shoreline. Board was in agreement that this was ok. Fish Coop would like to use the Community building for events related to the Fish Coop, clerk recommended that they be able to use building free of charge. Board in agreement. The 2024-2029 Park & Rec Plan will be available for the 30 day public comment period, ending January 9, 2024. Clerk suggested that the board consider putting the Emergency Services renewal milage on the August 2024 ballot. Deadlines for approval and ballot language are in April 2024.

Treasurer- Written report given to board. 2023 Winter Tax bills have been sent and the treasurer's office will be open 12/26/23 from 9-5 for payments.

Trustee – Abram shared the Veterans' Memorial need additional granite as we are running out of space for engraving.

Holbrook is staying in touch with TAS regarding the church property ownership.

EMS- 11calls. New Autism protocols for EMS. New EMT class offered in January at Luce County EMS. AED at Fish & Hunt is not installed yet.

Building/Zoning- Slow time of year, no new permits issued.

Fire- 17 calls in 2023. There are 16 members of the volunteer fire department.

Library- Programs are moving forward. Thanks to the Township Board for their work to create a township library for Portage Township.

Planning- McKeage said the current Portage Township marijuana ordinance "looks good" and does not need any changes. A study of the township zoning administrator position will be done in January.

Action items

Old Business-

1. **Reed & MacLachlan shared information regarding MERS retirement programs. Reed to call a workshop in January to discuss what Portage Township will offer to employees.**

New Business-

1. **Motion McKeage; support Holbrook to approve the Portage Township Board meeting dates for 2024 as presented. Meetings will be held the 2nd Tuesday of the month at 7:00 p.m. All ayes**
2. **Motion McKeage; support Reed to approve the 2023/34 budget adjustments as presented. Adjustments were for General 101, Fire 206, EMS 210 and Road Bond 401 accounts. All ayes**

Supervisor Report- Supervisor noted that Lee Wilburn has completed his 90 day employment probation period.

Motion Holbrook; support MacLachlan to approve a \$1.00/ hour increase and 5 paid vacation days to Lee Wilburn, effective 12/12/23. All ayes

Reed also noted that Frank Buckley will cover for Greg Moore in the BOR.

We have 2 furnace contracts (Comm. Bldg and office) submitted by Bowman. Possible install spring/summer 2024.

Lee will look into price of replacement for Comm. Building stove. Discussed potential for Portage Township EMS expanded service area.

Public Comment-

-Groomer Building improvements look great.

-Portage Fire department is looking intoways to increase their community involvement and presence.

Motion Reed/Holbrook to adjourn 7:56 p.m.