

PORTAGE TOWNSHIP BOARD
REGULAR MEETING MINUTES
February 13, 2024 Approved Pat MacLachlan, Clerk

The regular meeting of the Portage Township Board was called to order at 7:03 p.m. by Supervisor Reed.

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

Pledge of Allegiance

Motion Holbrook; support McKeage to approve the agenda as amended to add #4 Appoint 2024 BOR members. All ayes

Motion McKeage; support Holbrook to approve the minutes of the 1/9/24 regular meeting and 1/16/24 Special meeting. All ayes

Motion McKeage; support Abram to approve the bills as presented. February 13, 2024: Payroll: Township-\$10,633.07, EMS -\$19,584.76, Library- \$2,823.66. General-\$15,467.49, EMS- \$25,263.82, Library- \$4115.60. All ayes

Reports

Clerk- Early Voting for the February Primary will be held at the County Commissioners Room in St. Ignace the 9 days preceding the election. Our Public Accuracy testing is scheduled for February 20, 2024 at 11:00 a.m. Clerk was subpoenaed for information regarding building permits. In researching it was found that our permits and record keeping is incomplete and needs much attention. Clerk suggested looking into purchasing an AED for the Library as that building is used frequently. MSU Extension program "First Impressions Tourism" was shared with the board. Community organizations- Erickson Center, MLATB and Chamber of Commerce have shown interest and financial commitment. Board was not interested in covering any costs, clerk to pursue 2% funding grant for balance.

Clerk suggested that the board review and request that stale balances from EMS run fees be written off.

Motion Holbrook; support MacLachlan to request Accumed write off stale balances from 2022 and older. All ayes. Accumed to provide dollar figure of write offs.

Treasurer- Written report given to board. Township website will be portagetownship.org

Trustee – Holbrook shared that due to a slow winter, Bowman is able to install the new furnaces in the township office and community building asap. Clerk to make budget adjustments as this will fall in the current budget year.

EMS-Kohvakka said there was a shortage of tape for the heart monitor and they are trying to find an additional resource. EMT class in Newberry is going well.

Kohvakka needs to update his CEVO driving instructor certification and will give bill to the township.

Building/Zoning- Only one permit in February. Jim Anderson

is renovating the building at Davis & Portage Streets. A wood foundation is being installed.

Assessor- Working on land values. Participated in Pivot Point training. Assessor will secure a personal ESRI account costing \$100 and township bill reimburse.

Library-Library Board is meeting regularly. The Friends group will meet 2/19/24. April 7-13 is National Library Week. A 2 day Grand Opening celebration of the Curtis Public Library is being planned.

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Action items

Old Business-

1. **Motion Holbrook; support Abram to resurvey the lake level at the third bridge per the \$2,100 quote of 1-19-24 by Sidock Group.
Reed-y, Holbrook-y, Abram-y, McKeage-y, MacLachlan-y.**
2. **After discussion between board members and public input,
Motion Holbrook, support McKeage to accept the Temporary Dwelling zoning amendment with changes of:
-Fire number to be requires along with the zoning compliance permit.
-\$50 compliance permit fee, no cost for annual use permit.
-No temporary dwellings allowed in the M-1 district
- Only waste facilities required.
Holbrook-y, Abram-y, MacLachlan-y, McKeage-y, Reed-y.**

New Business-

1. **Motion Reed; support Holbrook to purchase a 48” KitchenAid stove for the Community Building per the quote from McLean Sales for \$8,999. All ayes.
Reed to coordinate purchase and installation with McLean.**
2. **Clerk shared the important dates leading up to the August and the November elections.
Candidate Petitions and Affidavits are available in the clerk’s office.**
3. **Motion Reed; support MacLachlan to approve the fireworks display permit for the Fish Coop 2/17/24 event. All ayes.**
4. **Motion MacLachlan; support Reed to appoint Bud Chamberlin, Rich Erdlitz and Frank Buckley to the 2024 Board of Review. All ayes.**

Supervisor Report- Reed shared concerns about maintenance issues at the school property. He will address concerns with Bommarito. Members for various township committees will be appointed in March.

Public Comment- none

Motion to 9:14 p.m.