

**REGULAR MEETING MINUTES**  
**HOUGHTON TOWNSHIP BOARD**  
**Monday, May 17th, 2021**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

Clerk Marjie Marshall called the regular meeting to order at 6:01 p.m.

The Board and those in attendance recited the Pledge of Allegiance

**MEMBERS PRESENT:** Treasurer Mary Long, Clerk Marjie Marshall, Trustees Kathy Harri-McEvers and Carol Treganowan.

**ABSENT:** Supervisor Jim Vivian.

**GUEST PRESENT:** David Schumacher, Tom and Elaine Hall, Stephanie Tepkasetkul, Mark Bonenfant, Dan Steck, Carol and Mel Jones, and Kim Treganowan.

**CONSENT AGENDA APPROVAL/ ADDITIONS TO AGENDA**

- Approve minutes of April 19, 2021 regular meeting.
- Accept financial reports – treasurer and clerk
  - General Fund: #5367 to Verizon for \$26.32, #5368 to UPPCO for \$481.42, #5369 to UPPCO for \$166.00, #5370 to Waste Management for \$136.91, #5371 to Northland Lawn for \$47.46, #5372 to Marjie Marshall for \$507.93, #5373 to Jim Vivian for \$387.87, #5374 to Mary Long for \$528.47, #5375 to Kathy Harri-McEvers for \$78.50, #5376 to Carol Treganowan for \$78.49, #5377 to Mark Bonenfant for \$277.05, #5378 to Tim Gasperich for \$92.35, #5379 to US Postmaster for \$55.00, #5380 to Mary Long for \$243.30 (reimbursements), #5381 to Dave Schumacher for \$90.04. (Total \$3197.11)
  - Water Fund: #1587 to UPPCO for \$62.38, #1588 to Whitewater for \$34.00, #1589 to Pasty.Net for \$59.00, #1590 to Mary Long for \$66.11, #1591 to Mel Jones for \$295.52. (Total \$517.01)
  - Cemetery Fund: No activity
  - Bridge Fund: No activity
  - Park Fund: No activity
  - For a Final Total of \$3714.12
- Motion by Kathy, seconded by Carol to adopt agenda for tonight's meeting. Motion passed unanimously.
- Motion by Kathy, seconded by Carol, to approve the consent agenda. Motion passed unanimously.

**OLD BUSINESS/REPORTS-**

- Assessing- Mark advised that Tim Gasperich is resigning his position as Mark's assistant. He also advised that he recommends Sarah Huuki to replace Tim. Sarah has agreed to take on more responsibility than Tim so Mark will split his salary with her 50/50, \$200.00/\$200.00. This will take effect June 2021. Motion by Mary, seconded by Carol to accept Tim's resignation/replacement and the salary agreement. Motion passed unanimously.
- Water- Mel advised that lots of residents are returning for the summer and getting their water turned on. He completed and submitted our compliance report for 2020; we were in compliance for the year. He further advised that the township is not required to mail the report to township residents because we have fewer than 500 users. 2021 requires several more tests so we will probably need a budget amendment to cover the costs.
- Park- Dan advised that work has restarted on the pavilion. Raasio is painting, Dan assembled the picnic tables. Once the painting is done the plumbing fixtures will be installed. Dave and Mel will start on the dog run in 1-2 weeks.
- Cemetery- no report
- Elections- no report
- General Maintenance-Carol advised that the handicap ramp needs an approach for handicap people that have wheeled equipment, such as a walker. At this time, the ramp is virtually inaccessible due to the loose and uneven ground leading to the ramp. Mel and Dave will work on that.
- Motion by Kathy, seconded by Carol to adopt Park Policy resolution 2021-1, attached to these minutes as Attachment A. A tally was taken and the motion passed unanimously.
- Conflict of Interest policy-Roger found a good conflict of interest policy and provided it to Kathy. She will review it and provide input to the Township Board.

**BUDGET AMENDMENTS-**

- None

**NEW BUSINESS –**

- Supervisor Jim Vivian will be continuing as supervisor on a part time basis due to a career change. Clerk Marjie Marshall offered to backfill his position during his absence. Jim suggested compensating Marjie for this arrangement with 2/3rds of his salary during his absence. Motion by Kathy, seconded by Carol to approve this arrangement. Motion passed unanimously.

**PUBLIC COMMENT-**

- Carol Jones offered to plant flowers around the park on a volunteer basis again this summer. Last year she was able to buy everything she needed for \$200.00. This year she feels she can do it for less. Motion by Kathy to approve up to \$175.00 for this project, seconded by Carol. Motion passed unanimously.

- Tom Hall, on behalf of the Sportsmen Club, asked the Board to consider the renaming the park known as “Deer Park” after Emil Dyni for his tireless efforts to feed the deer for decades. Motion by Carol, seconded by Kathy to approve the name change. Motion passed unanimously.
- Elaine Hall advised that the museum will be opening on June 23<sup>rd</sup>. The hours will be Wednesday, Friday, and Saturday from noon to 4:00pm.

Meeting adjourned at 6.25pm.

Next regular meeting – June 21st, 2021 at 6 p.m.

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Marjie Marshall, Clerk  
Houghton Township

CERTIFICATION

I, the undersigned, Marjie Marshall, the appointed Clerk for the Township of Houghton, Keweenaw County, Michigan, DO CERTIFY that the foregoing is a true and complete copy of the certain proceedings taken by the Township Board of said Township at a regular board meeting held on the 15th day of February, 2021.

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Marjie Marshall, Clerk, Houghton Township

**Attachment A**  
**Houghton Township/Keweenaw County**  
**Resolution 2021-1**

This is a resolution to adopt Park Rules, Require Posting of Summary Rules, Adopt a Form of Rental Agreement, and Appoint Agents.

**It is hereby resolved:** That the Park Rules attached to this resolution as Attachment A are hereby approved and adopted to govern use of the township hall, pavilion and adjoining park, and facilities;

**It is further resolved:** That the township park committee is directed to prepare signs summarizing the park rules and erect them at prominent locations in the park;

**It is further resolved:** That the township building, pavilion, and grounds may be reserved by groups or individuals, subject to limitations established by this Board, upon the execution of the Township Facilities Rental Agreement, the form of which is attached to this resolution as Attachment B;

**It is further resolved:** That each township elected official and each township employee is hereby appointed an agent of the township for purposes of notifying any person on or in the township hall, pavilion, or adjoining park whom the agent concludes is in violation of the park rules that such person must depart the township land or premises, as contemplated in the Michigan criminal trespass statute, MCL 750.552(1)(b); and in the agent's discretion, report any person who refuses to depart to the county sheriff for enforcement.

The foregoing resolution was offered by Township Board Member Kathy Harri-McEvers

And supported by Township Board Member Carol Treganowan

Upon roll call vote, the following voted:

"Aye" 4 : Kathy Harri-McEvers, Carol Treganowan, Mary Long, Marjie Marshall

"Nay" 0

Absent 1 : James Vivian III

The Township Clerk declared the resolution: Passed

Marjie Marshall, Clerk \_\_\_\_\_

Date: May 17<sup>th</sup>, 2021

**Attachment A**  
**Houghton Township Square Park Policies**

**Section 1: Public Use and Hours**

The Park is open to use by the general public during daylight hours unless it is already rented.

**A. Park season**

The pavilion restrooms and sports field equipment are available from Memorial Day to mid-October.

**B. Hours**

No person or vehicle shall remain in the Park or Parking lots between one hour after sunset and sunrise excepting for extensions granted by the Township Board for special events. Restrooms are only open during the daylight hours posted near the door.

**C. Rental permits required for exclusive or special use**

Any group or gathering of **8** or more persons may use certain areas within the Park to the exclusion of others after entering into a standard rental agreement and having paid a fee.

1. Applications to reserve Park space shall be made with forms furnished by the township clerk or on the township website.
2. Application shall be made at least 7 days in advance of the time of the reservation. 3. In the event more applications for reserved space are received than spaces available, such applications shall be considered in the chronological order received.
4. The Township Board may, upon written application, grant specific use permits for special uses.

#### **D. Fees and charges**

1. Fees and charges may be assessed by the Township Board for the use of any facility, land, area, or program on township Park property.
2. Persons who have not obtained a permit may not exclude anyone from any facility, land or area for which a fee or charge has been established by the Township Board.

## **Section 2: Personal conduct**

- A. Reservations.** The Township has established a procedure for members of the public to reserve the Park or parts of the Park for private functions. Reserved areas and times will be posted and only guests of the person reserving the area may enter the reserved area during reserved times.
- B. Pets-** all pets must be on a leash or otherwise in direct physical control of its handler except when a dog is inside the fenced dog exercise area (Dog Run). The Dog Run is not supervised nor designed to contain all animals. Dogs should never be left unattended and owners must supervise their dogs at all times. Owners assume all risks to themselves, their pets, or others associated with using the Dog Run. All pet waste must be picked up and removed from the Park by the handler or deposited in the specifically-labeled animal waste receptacle near the Dog Run gate
- C. Alcoholic beverages-** Subject to state of Michigan liquor laws, alcoholic beverages are allowed in the Park.
- D. Drugs -** No person shall sell, use or have in his possession any drug or narcotic; the sale, use or possession of which is prohibited by the state law.
- E. Abusive behavior -**Violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene or otherwise disorderly conduct is not permitted in the Park.
- F. Gambling-** No form of gambling, lottery or game of chance is permitted in the Park.
- G. Loud Noise-** It is against park rules to use a loudspeaker, public address system or amplifier within or upon Park property unless Township consents.
- H. Firearms-**No person shall discharge, or set off anywhere upon said properties, a revolver, pistol, shotgun, rifle, air gun, water gun or any gun, rifle, firearm or bow or other weapon nor brandish any such weapon.
- I. Littering -**Park visitors may not discard or deposit refuse of any kind or nature in or upon Park property except in containers provided for such purpose. Household refuse may not be disposed of in the Park.
- J. Drones and radio controlled aircraft** are prohibited without the consent of the Township.

## **Section 3: Protection of Property**

- A. Destroying or defacing buildings, markers, monuments and other Park property is not permitted. B. Destruction of plant life and natural surroundings is not permitted.
- C. NO Fires or grills are permitted in the Park except with the prior written permission of the Township. D. No Alteration of the Park or Park facilities is permitted.

## **Section 4: Protection of Wildlife**

Hunting, feeding and harassment of wildlife are not permitted in the Park, except with the prior written consent of the township and consistent with state laws and rules.

## **Section 5: Sports, Games, and Other Uses**

Informal playing fields and equipment are available on a first-come-first served basis unless the park has been reserved for exclusive use. Games or other activities that may pose a public safety hazard are prohibited.

## **Section 6: Restrooms**

- A. Restrooms are only open from Memorial Day to mid-October for the hours posted near the restroom doors.
- B. Restrooms will be closed when the waste generation exceeds the septic system design.
- C. Restroom trash containers are not to be used for household waste or human waste.

## **Section 7: Camping**

Camping in the Park or Parking lots is not permitted.

## **Section 8: Vehicles and Parking**

- A. Bicycles, scooters, skates, skate boards cannot be used in the park.

- B. Walkers and wheelchairs are allowed.
- C. Snowmobiles, all-terrain vehicles, off-road vehicles, and dirt bikes are not permitted in the Park, INCLUDING the designated parking areas.
- D. No parking is permitted in the Park except in designated parking areas.
- E. Overnight parking is not permitted in the Park.

## **Section 9: Trash and garbage**

- A. Park visitors are encouraged to take the trash or garbage that they create in the park with them when they leave.
- B. Do not deposit trash or garbage in the park that was generated outside the park.
- C. Do not deposit trash or garbage in the park except inside the trash receptacles provided near the northwest picnic area and the plaza. If those are already full park visitors must take the material with them.

## **Section 10: Response to rule violations**

Park officials and employees are authorized by the Township Board to inform any person believed to be violating these Park rules to cease and desist or leave the park immediately. Users who do not comply will be trespassing and subject to criminal penalties.

## **Section 11: Definitions**

- A. "Park" shall mean the area in the Houghton Township property bounded by M26, Pine Street and 4<sup>th</sup> street in Eagle River Michigan excluding the township hall and garage.
- B. "Camping" means the overnight lodging or sleeping of person or persons on the ground or in any manner, or in any sleeping bag, tent, trailer-tent, trailer coach, vehicle camper, motor vehicle, boat or in any other conveyance erected, parked or placed in the Park. .
- C. "Rules" shall mean these rules adopted by the Houghton Township Board.