

**REGULAR MEETING MINUTES**  
**HOUGHTON TOWNSHIP BOARD**

**Monday, February 19, 2024**

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

Supervisor Ray Chase called the regular meeting to order at 6:00 p.m.

The Board and those in attendance recited the Pledge of Allegiance

**MEMBERS PRESENT:** Supervisor Ray Chase, Clerk Wanda Kolb, Treasurer Mary Long, Trustee Tom Hall

**ABSENT:** Trustee Steve Kline

**AGENDA ADDITIONS/APPROVAL:** Motion by Tom, seconded by Mary to approve the agenda as written. Motion passed unanimously.

**CONSENT AGENDA APPROVAL:**

Mary corrected the January 15, 2024 meeting minutes to state under New Business, Millage: "Two mills (not millage) would yield \$24,149 and one mill (not millage) \$12,074".

- Motion by Tom, seconded by Mary to approve the minutes of the January 15, 2024 regular meeting with corrections and to approve the minutes of the February 12, 2024 budget planning meeting. Motion passed unanimously.
- Treasurers' Report. Motion by Ray, seconded by Wanda to accept the treasurers' report. Motion passed unanimously.
- Motion by Tom, seconded by Mary to approve payment of bills. Motion passed unanimously via roll call.

**BUDGET AMENDMENTS:** An amendment to the general fund account #191730 election postage for \$36.30. Motion by Mary, seconded by Tom to approve the budget amendment. Motion passed unanimously.

**CORRESPONDENCE:**

Reimbursement Guidelines for the 2024 elections has been received. The 2024 Presidential Primary Election is the only election which will be reimbursed. Wanda will submit all qualifying expenses.

Wanda reported on a conversation with MTA regarding concerns that vacant board positions may not be filled in the future. Wanda will post to the website a brief summary of responsibilities for positions that will be vacant at year end requesting that interested township residents consider running for positions.

Waste Management Service Update: Garbage is not being collected due to road restrictions. As a result, our dumpster is locked and garage open to deposit refuse.

Affidavit of Publication and other newspaper postings include: Public Notice Houghton Township Public Accuracy Test, Keweenaw County Election Notice, Keweenaw County Board of Review Notice and Notice of Registration for the Presidential Primary Election to be held on Tuesday, February 27, 2024.

EGLE Drinking Water Monitoring Schedule received and given to Mel Jones.

Water tests and change in mail distribution discussed. Due to postal changes water samples can no longer be mailed to Amasa and must now be brought to the health department in Hancock.

Drop off by 4 pm Tuesday.

## **NEW BUSINESS:**

- Strategic Plan: Motion by Wanda, seconded Ray to approve the Strategic Plan. Motion passed.
- Resolutions to Establish Board Salaries. Resolutions were read and will be filed.  
Resolution No 2024-1 to establish the Supervisor Salary at \$5350/year or \$445/month was offered by board member Ray Chase and supported by board member Mary Long. The roll call vote was unanimous and therefore adopted.  
Resolution No 2024-2 to establish the Treasurer Salary at \$7200/year or \$600/month was offered by board member Ray Chase and supported by board member Tom Hall. The roll call vote was unanimous and therefore adopted.  
Resolution No 2024-3 to establish the Clerks Salary at \$6720/year or \$560/month was offered by board member Ray Chase and supported by Mary Long. The roll call vote was unanimous and therefore adopted.  
Resolution No 2024-4 to establish the Trustee Salary at \$95.00/meeting was offered by board member Ray Chase and supported by board member Wanda Kolb. The roll call vote was unanimous and therefore adopted.
- Front street ROW and related matters. Ray indicated that a vote would not be taken regarding the issue at this month's meeting. An opinion has been provided by the township attorney and the board would like to discuss his opinion at a closed session prior to voting at the March regular Township meeting. March 11, 12, or 13 were suggested as possible dates for this special meeting. The time will be between 3 and 4 p.m. Wanda will check with our attorney to choose a date and time agreeable to all parties. The date and time will be posted on bulletin boards and on the website.
- Mileage reimbursement for BOR training. Motion by Wanda, seconded Ray to reimburse mileage for the BOR training that Dave Schumacher will be attending in Marquette. Motion passed unanimously.
- Authorization to reapply for FY 2025 EGLE DWSRRF grant. Motion by Ray, second Tom to allow Linda Paradiso to apply for the FY 2025 EGLE grant. This will require no additional expense for the Township.

## **DEPARTMENT REPORTS**

- Assessing: Sara Huuki was not present. It was noted that the BOR will meet on March 11 from 9 am to 3 pm and on March 12 from 3 pm to 9pm
- Water department: Mel reported that monthly tests continue to be negative. Usage is normal and so there are no concerns regarding possible leaks.
- Cemetery: Wanda Kolb. No report
- Election: Early voting has begun. Election workers from Houghton Township staffed the early voting site in Eagle Harbor today and will again staff on Saturday, February 24. Poles will be open at the Community Building in Eagle River on February 27 from 7 a.m. until 8 p.m. Education has been ongoing.

- General Maintenance: Dave Schumacher. No report
- Park: Dan Steck. No report.

**UNFINISHED BUSINESS**

- Community Center Grant Application: Notification was received that we did not qualify for grant money.
- Millage. Ray provided a proposal for a millage request to be placed on the August primary election ballot. The millage request would run for the years 2024 through 2027 inclusive for Township building repair and improvements. One mill would provide \$12,074 in the first year. 2 mils would provide \$24,148. Discussion included the amount to request, whether further investigation is in order to determine the exact need. Wanda will contact the park service (John Arnold) to discuss possible heritage center grants and limitations because of historic architecture. She will report back in March.
- Employee meetings with Supervisors: ongoing. Mel will meet with Ray.
- Water Ordinance tabled until Spring.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** Motion by Tom, seconded Wanda to adjourn at 6:46 pm. Motion passed unanimously.

Next regular meeting – March 18, 2024 at 6:00 p.m.

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Wanda Kolb, Clerk  
Houghton Township

CERTIFICATION

I, the undersigned, Wanda Kolb, 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 19th day of February, 2024

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Wanda Kolb, Clerk, Houghton Township