

REGULAR MEETING MINUTES
HOUGHTON TOWNSHIP BOARD
Monday, December 19th, 2022

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, Treasurer Mary Long, Trustee Tom Hall, Trustee Steve Kline

ABSENT: Clerk Marjie Marshall

AGENDA ADDITIONS/APPROVAL: Mary Long added two items to the agenda; CLK Schools tax collection and Board of Review appointments. Motion by Tom, seconded by Steve, to approve the agenda. Motion passed unanimously.

CONSENT AGENDA APPROVAL:

- Motion by Tom, seconded by Ray, to approve minutes of November 19th, 2022 Regular Meeting. Motion passed unanimously.
- Motion by Steve, seconded by Tom, to accept Treasures Report. Motion passed unanimously.
- Motion by Ray, seconded by Steve, to approve Payment of Bills. Motion passed unanimously via roll call.
 - General Fund: Check #5683 to Ace Hardware for \$10.99, #5684 to UPPCO for 198.00, #5685 to Carol Jones for \$46.18, #5686 to Marjie Marshall for \$507.92, #5687 to Mary long for \$585.50, #5688 to Tom Hall for \$395.90, #5689 to Steve Kline for \$78.50, #5690 to Ray Chase for \$387.87, #5691 to Sara Huuki for \$369.40, #5692 to UPPCO for \$495.22, #5693 to Phoenix Store for \$230.84, #5694 to Allouez Township for \$5,000.00, A/P to Waste Management for \$223.94. (Total \$8,530.26)
 - Water Fund: Check #1696 to UPPCO for \$59.40, #1697 to White Water for \$40.00, #1698 VOID, #1699 to Mel Jones for \$147.76, #1700 to Mary Long for \$5.57, #1701 to White Water for #20.00. (Total \$272.73)
 - Cemetery Fund: No Activity
 - Bridge Fund: No Activity
 - Park Fund: No Activity
 - For a Final Total of \$8,802.99

BUDGET AMENDMENTS:

- Motion by Steve, seconded by Tom, to increase the Water Fund Supplies line item by \$4.09. Motion passed unanimously.
- Motion by Steve, seconded by Tom, to increase the General Fund Parks and Rec line item by \$88.53. Motion passed unanimously.
- Motion by Steve, seconded by Tom, to increase the General Fund Cemetery Capital Outlay line item by \$1,181.86. Motion passed unanimously.

NEW BUSINESS:

- Ray Chase administered the Oath of Office to Tom Hall.
- Water Project Report: Linda Paradiso presented two documents, a map of the project area and the Eagle River Water Project Update. A detailed map of the water system and the cemetery was prepared by the engineering firm. The bill for this work will come in January. The Eagle River Water Project Update was presented in Power Point format and discussed frame by frame. On page 4, it is noted that the cost of preparing the Project Planning Document will be approximately \$30,000.00, reimbursable from the grant. Linda suggested the Board may want to consider making a partial payment in advance due to all the work Traverse Engineering has done on our behalf already.
- Capital Improvement Plan: Steve Kline reported that a plan is in place, prepared two years ago. The plan needs to be updated to be more comprehensive. Steve is recommending that the plan be discussed further in January 2023, and then adopted in February. The updated plan will be posted on the website.
- Cemetery Committee Report: Tom Hall has picked up the cut rebar. Rods and markers will be set in the spring

- Motion by Mary, seconded by Ray that the township collect the summer 2023 taxes for the CLK and CCISD schools at \$5.50 per tax bill. Motion passed unanimously
- Motion by Ray, seconded by Mary, that Elaine Hall, Jim Huovinen, and Dave Schumacher be appointed to the Board of Review for the term beginning January 1st, 2023 and ending December 31st, 2024. Motion passed unanimously.

DEPARTMENT REPORTS:

- **Assessing – Sara Huuki:** Nothing to report.
- **Water Department – Mel Jones:** Mel was given documents to begin reporting water usage for the new sewer system serving the township building and the pavillion.
- **Cemetery/Committee – Marjie Marshall:** Nothing to report.
- **Elections – Marjie Marshall:** Nothing to report.
- **General Maintenance – Dave Schumacher:** Nothing to report.
- **Parks – Dan Steck:** Nothing to report.

UNFINISHED BUSINESS:

PUBLIC COMMENT:

- Dan Steck mentioned that the township website needs updating. In response the Board may consider appointing a website administrator. This will be placed on the January agenda.

Meeting adjourned: Meeting adjourned at 7:15 p.m.

Next regular meeting – January 16th 2023 at 6:00 p.m.

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 19th day of September, 2022.

Marjie Marshall, Clerk, Houghton Township