

REGULAR MEETING MINUTES
HOUGHTON TOWNSHIP BOARD

Monday, August 16th, 2021

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

Clerk Marjie Marshall called the regular meeting to order at 6:00 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, Mark Bonenfant, Mel Jones, Sharon and John Deal, Mary Lark, Kathy and Ken Johnson, Tom and Elaine Hall, Steve and Linda Kline

APPOINT MEETING MODERATOR: Motion by Mary, seconded by Carol for Marjie to moderate the meeting. Motion passed unanimously.

CONSENT AGENDA APPROVAL:

- Motion by Kathy, seconded by Carol to approve minutes of July 19th, 2021 Regular Meeting. Motion passed unanimously.
- Motion by Kathy, seconded by Carol to accept Treasures Report. Motion passed unanimously.
- Motion by Mary, seconded by Kathy to approve Payment of Bills. Motion passed unanimously.
 - General Fund: #5415 to Verizon for \$31.23, #5416 to Universal Metalworks for \$99.24, #5417 VOID, #5418 to Carol Treganowan for \$78.50, #5419 to Jim Vivian for \$129.29, #5420 to Kathy Harri-McEvers for \$78.50, #5421 to Marjie Marshall for \$766.50, #5422 to Mark Bonenfant for \$184.70, #5423 to Sara Huuki for \$184.70, #5424 to Up and Running for \$55.00, #5425 to Waste Management for \$999.82, #5426 to Waste Management for \$780.00, #5427 to UPPCO for \$166.00, #5428 to Hannula Agency for \$2403.00, #5429 to Mary Long for \$528.48, #5430 to Dave Schumacher for \$339.90 #5431 to Ace Hardware for \$44.00, #5432 to Up and Running for 114.00, #5433 to Rebekka Miller for \$150.00. (Total \$7,132.86)
 - Water Fund: #1603 to White Water for \$305.00, #1604 to White Water for \$34.00, #1605 to Pasty.net for \$59.00, #1606 to UPPCO for \$130.88, #1607 to Mary Long for \$53.01, #1608 to US Postmaster for \$58.00, #1609 to Hannula Agency for \$763.00, #1610 to Mel Jones for \$110.82. (Total \$1,513.71)
 - Cemetery Fund: Check #1142 to Hannula Agency for \$100.00, #1143 to Dave Schumacher for \$152.37 (Total \$252.37)
 - Bridge Fund: #1100 to Hannula Agency for \$100.00 (Total \$100.00)
 - Park Fund: No Activity
 - For a Final Total of \$8,998.94

BUDGET AMENDMENTS: None

NEW BUSINESS:

- Portage Health Foundation Grant: Motion by Kathy, seconded by Mary to submit a grant amendment form for the remainder of the grant funds to complete a concrete sidewalk leading up to the handicap ramp. Mel and Dave will do the work. If the cost is above the remaining funds, the township will cover those costs. Motion passed unanimously.
- ARPA funds requirement. The government requires the township to adopt a conflict of interest policy for vendors that is separate from any conflict of interest policies pertaining to the township itself. Motion by Kathy, seconded by Carol to adopt the federal procurement conflict of interest policy to meet this requirement. Motion passed unanimously.

DEPARTMENT REPORTS:

- Assessing – Mark Bonenfant: Nothing to report.
- Water Department – Mel completed the lead and copper sampling plan for EGLE. Next year the lead samples will be due. Our water usage is normal at this time.
- Cemetery – Marjie Marshall: The request for a memorial for people buried without markers was tabled for further research.
- Elections – Marjie Marshall: Nothing to report.
- General Maintenance – Dave had nothing to report. Elaine Hall made a comment about the dumpster's current location being very bad for the park and historical society. The board discussed moving the dumpsters back to where they used to be over by the Sheriffs' Department. We could build a decorative fence around it, with space enough for two dumpsters. Marjie will talk to Dan and work on the dumpster placement.
- Parks – Dan emailed his report, which read as follows "The sports fields, picnic tables and pavilion have all been used regularly. The west restrooms have been open on a regular schedule following a trial run of two weeks when they were only open during museum hours. Approximately 45 people per day use the restroom. Dave has done an excellent job of keeping the pavilion clean, including the restrooms. The Miller wedding event went smoothly but it did show that it is vital to have at least one township employee designated to assist with setting up the venue and monitoring the event including clean up. The event calendar, rental agreement, and park rules need to be available online. The perennial gardens are the next projects in my schedule. They will start as the weather gets cooler and the number of park visitors decrease. Projects planned for September / October include the parking lot separator and the plaza deck." Dave mentioned that opening the bathroom at 10:00 presents a hardship for him and asked to be able to open them at 8:00am. The board agreed that the bathrooms should be open in line with the park hours and advised Dave to open them at 8:00.

UNFINISHED BUSINESS:

- Conflict of Interest Policy- Tabled, still in progress.

PUBLIC COMMENT:

- Elaine Hall thanked the board for the use of the tables for their yard sale. Tom Hall requested the use of the tables at the Sportsman's Club Gun Show, October 8th & 9th. This request was tabled until our next meeting.

Meeting adjourned at 6:38 p.m.

Next regular meeting – September 20th, 2021 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 July, 2021.

Marjie Marshall, Clerk, Houghton Township