

REGULAR MEETING MINUTES
HOUGHTON TOWNSHIP BOARD
Monday, February 20th, 2023

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

ABSENT:

AGENDA ADDITIONS/APPROVAL: Motion by Tom, seconded by Steve to approve the agenda. Motion passed unanimously.

CONSENT AGENDA APPROVAL:

- Motion by Steve, seconded by Tom, to approve minutes of January 23rd, 2023 Regular Meeting. Motion passed, with Mary abstaining.
- Motion by Steve, seconded by Tom, to accept Treasures Report. Motion passed unanimously.
- Motion by Steve, seconded by Tom, to approve Payment of Bills. Motion passed unanimously via roll call.
 - General Fund: Check #5709 to Verizon for \$5.00, A/P to Verizon for \$29.37, #5710 to US Treasury for \$1158.76, #5711 to UPPCO for \$202.00, #5712 to UPPCO for \$485.49, #5713 to Keweenaw County Clerk for \$445.53, #5714 to Dave Schumacher for \$193.94, #5715 to Steve Kline for \$78.49, #5716 to Marjie Marshall for \$507.93, #5717 to Mary Long for \$830.64, #5718 to Ray Chase for \$387.87, #5719 to Sara Huuki for \$510.07, #5720 to Tom Hall for \$78.49, #5721 to Marjie Marshall for \$74.18, #5722 to Linda Paradiso for \$100.00, #5723 VOID, A/P to Waste Management for \$218.13. (Total \$5,305.89)
 - Water Fund: Check #1709 to UPPCO for \$45.90, #1710 to US Treasury for \$203.14, #1711 to Traverse Engineering for \$7465.96, #1712 to Whitewater for \$80.00, #1713 to Mel Jones for \$221.64, #1714 to Mary Long for \$79.65, #1715 VOID, #1716 to Mel Jones for \$30.00, #1717 to Mary Long for \$1.58. (Total \$8,127.87)
 - Cemetery Fund: Check #1163 to US Treasury for \$9.20. (Total \$9.20)
 - Bridge Fund: No Activity
 - Park Fund: No Activity
 - For a Final Total of \$13,442.96

BUDGET AMENDMENTS:

- Motion by Marjie, seconded by Steve, to increase General Fund Clerk's Office postage line item by \$16.15. Motion passed unanimously.
- Motion by Marjie, seconded by Steve, to increase General Fund Elections supplies line item by \$595.00. Motion passed unanimously.
- Motion by Ray, seconded by Steve, to increase General Fund Township Building utilities line item by \$741.00. Motion passed unanimously.
- Motion by Ray, seconded by Steve to increase Water Fund Capital Outlay line item by \$7,528.00. Motion passed unanimously.
- Motion by Marjie, seconded by Steve, to increase Water Fund utilities line item by \$520.00. Motion passed unanimously.
- Motion by Ray, seconded by Steve, to increase Water Fund supplies line item by \$35.50. Motion passed unanimously.
- Motion by Steve, seconded by Tom, to reclassify \$1,088.88 from Township Square and Pavilion supplies to field improvements. Motion passed unanimously.
- Motion by Ray, seconded by Steve, to reclassify \$36.00 from Township Square and Pavilion supplies to field improvements. Motion passed unanimously.

NEW BUSINESS:

- Motion by Tom, seconded by Marjie, to allow placement of veteran banners on poles in Houghton Township. If a veteran or their family wishes to hang a banner, they will contact the Houghton County Veteran's Office and order their banner. The cost is about \$95.00 for a flag kit. The Township will be responsible for hanging the flags and taking them down; generally, between Memorial Day and Labor Day.
- Motion by Marjie, seconded by Steve to approve the water project planning document preparation expense for Traverse Engineering as signed during a previous meeting. Motion passed unanimously.
- Water Project Update: Traverse Engineering is preparing the document and planning to submit it to the Township in March. The committee is planning on sending a letter out with the March water bills regarding the grant project. Linda attended a webinar regarding overburdened systems and believes we fall under that category.
- Capital Improvement Plan: Steve reported that he has received numerous comments about the Capital Improvement Plan, which had been posted on the Township website for community review. He will amend the plan using the comments he received and Marjie will post the amended plan on the website.
- Motion by Steve, seconded by Tom, to submit a grant application to Visit Keweenaw for its 2023 Destination Development Grant Program in the amount of \$10,000.00 for a covered memorial and visitor information sign structure to be erected at the Eagle River Cemetery. Motion passed unanimously.
- Public Comment will be welcome at all future Township Board meetings but will no longer be included in the minutes, unless the comment prompts the Board to take action.

DEPARTMENT REPORTS:

- **Assessing – Sara Huuki:** The Board of Review meetings will be held on March 13th, 2023 from 9:00 a.m. to 3:00 p.m., and March 14th, 2023 from 3:00 p.m. to 9:00 p.m.
- **Water Department – Mel Jones:** January water test came back positive for coliform. Mel sent in a second test and it came back negative. The February test came back negative as well.
- **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: None

PUBLIC COMMENT:

Meeting adjourned: Meeting adjourned at 6:51 p.m.

Next regular meeting – March 20th, 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