

REGULAR MEETING MINUTES
HOUGHTON TOWNSHIP BOARD
Monday, April 15, 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:

- Motion by Mary, seconded by Tom to approve the minutes of the March 18, 2024 Regular Meeting and the March 12 and March 25 Special Meetings. Motion passed unanimously.
- Motion by Wanda, seconded by Tom to accept the Treasurer's Report. Motion passed unanimously.
- Motion by Tom, seconded by Mary to approve the payment of bills. Motion passed unanimously by roll call.

BUDGET AMENDMENTS:

None

CORRESPONDENCE:

1. State of Mi request for reimbursement for the Presidential Primary. Wanda has submitted a claim totaling \$2994.56.
2. ARPA expenditure report due April 30. Susan Sanford will submit. Wanda will coordinate with her.
3. August election filing deadlines. April 23 nominating petitions and affidavits of identity for partisan and nonpartisan candidates due. April 29: local clerk to forward names and addresses of candidates to county clerk. May 14: deadline for ballot wording of proposals qualified to appear on August ballot certified to county clerk.

NEW BUSINESS:

- Water leak near township building replacement estimate. The leak which was identified and fixed last month leading to the township hall has been temporarily fixed. An estimate has been received from Ronald Hyrkas Contracting to install a 135-foot new 1 inch CTS 250 psi poly water line with tracer wire, back fill and seed and straw, insulate and repair asphalt for \$5,640.00. Plan to have work done in late summer or early fall.
- Strategic Plan Review. The entire strategic plan was reviewed and updates provided as follows: Wanda has contacted MTA and Keweenaw County related to our concern with filling board positions. The community has been informed through board minutes. Persons are urged to consider running for a position. Wanda discussed plans for a community calendar of events and requested volunteers to assist with plans and activities. Cutting trees at the deer park is planned for May 6-9. Gitchee Gumme will assist with providing volunteers. Wanda will investigate insurance coverage and waivers will be

signed. Wanda has contacted the Allouez township fire chief to come to a Houghton Township meeting to discuss fire protection in Eagle River. Wanda will coordinate a date for sometime this summer. A historic grant has been applied for to restore and preserve the township building. A public meeting regarding the revised water ordinance will be held in June. No action has been taken regarding the internet carrier since coverage seems to have improved.

- Candidate information and nominating petitions were provided.
- The playground equipment safety checklist was distributed to board members. Ray Chase asked that Dave Schumacher complete the list with Dan Steck's input. There was a discussion related to surface area around playground equipment and the need to replace materials each year. Dave will complete task by the end of May.

DEPARTMENT REPORTS

- Assessing: Sara Huuki was not present but emailed that there were no problems and the county has indicated that everything for Houghton Township looks fine.
- Water Department: Mel reported that annual water samples have been done. All reports are negative. Wanda requested that reports be provided to the clerk for filing at the township office. This will be done. Mel will be turning on the deer park water and it will be metered. A box to protect the meter will be made. Mel will coordinate with Dave.
- Cemetery: No report
- Election: Will soon be gearing up for the August primary.
- General Maintenance: Dave Schumacher. No report
- Park: Dan Steck. Dan asked that Ray investigate the dumping of concrete in the parking lot of the park. Ray will investigate and make sure the concrete is removed.

UNFINISHED BUSINESS

- Tom coordinated the \$15,000 Keweenaw Historic Park grant application along with Mel and Steve and Linda Kline. Tom indicated that AmeriCorps will be submitting a bid to do the work which would be considered in-kind. A request for bids will be submitted in June if we do not receive the grant.
- Millage: Motion by Ray seconded by Wanda to place the following proposal on the August ballot: "Shall the citizens of Houghton Township approve a one (1) mill per \$1000 ad valorem taxable value within Houghton Township, for the years 2024 through 2027 inclusive for Township building repair and improvements, which increase will raise an estimated \$12,074.00 the first year. Following discussion, the motion was approved unanimously.
- Copier: A motion was made by Wanda to purchase a Lexmark CX 431 adw color printer/copier from UP and Running for \$1,064/00, seconded by Ray and passed unanimously via roll call vote.

- Water system training: training for volunteers is planned for the 3rd and 4th week in May.
- Clerk Duties: Wanda provided a handout outlining the duties currently done by the clerk which could be done by other persons or board members. It was agreed that Strategic Planning, meeting with and responding to PAR plan representative and deficiencies, and human resource functions could be handled by the Supervisor. The deputy clerk could be assigned duties. If trustees were assigned, a pay rate should be established for their additional responsibilities.
- Public Hearing posting related to Fitzgerald right-of-way to be held on May 13 at 6 pm at the Township Building. Wanda read the proposed posting. Motion by Ray, seconded by Tom to post the Public Hearing Notice this week in the usual places and on the Website. Motion passed unanimously.

PUBLIC COMMENT: Jim Houvinen provided a printout to board members of a \$1,000.00 estimated cost to paint the Houghton Township building utilizing volunteers. No decision related to this will be made until after the end of May when we receive notice regarding the grant application.

Mel Jone informed the board that a group of historical architectural people will be touring the Township building on June 14 at 10:30 am. The Vernacular Architecture Forum (representing people from all over the country) will also be walking about Eagle River looking at historic buildings.

ADJOURNMENT: Motion by Wanda, seconded by Tom to adjourn the meeting at 7:25 pm. Motion passed unanimously.

Next regular meeting – May 15, 2024 at 6:00 p.m.

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 15th day of April, 2024

Wanda Kolb, Clerk, Houghton Township

