

REGULAR MEETING MINUTES
HOUGHTON TOWNSHIP BOARD
Monday, September 16, 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 with the addition of a safety issue. Motion passed unanimously.

CONSENT AGENDA APPROVAL:

- Motion by Ray, seconded by Tom to approve the minutes of the August 19, 2024 Regular Meeting, Motion passed unanimously.
- Motion by Wanda, seconded by Tom to accept the Treasurer's Report. Motion passed unanimously.
- Motion by Ray, seconded by Mary to approve the payment of bills. Motion passed unanimously by roll call.

BUDGET AMENDMENTS:

Motion by Wanda, seconded by Mary to make a budget amendment to Printing department 227727 supplies: add \$159.00. Motion passed unanimously.

Motion by Wanda, seconded by Mary to make a budget amendment to 191 "Election Other" move \$1600.00 to 191702 Election Wages. Motion passed unanimously.

Motion by Mary, seconded by Tom to make a budget amendment to 191702 Election wages, increase by \$48.00 Motion passed unanimously.

Motion by Wanda, seconded by Mary to correct an error in 191715 FICA/MC. Budget to read \$122.40 rather than \$1,224.00 Motion passed unanimously.

Motion by Wanda, seconded by Ray to make a budget amendment to 191715 FICA/MC increase to \$126.07. Motion passed unanimously.

CORRESPONDENCE:

1. EGLE Drinking water supply monitoring for 2024
2. Land Use Planning and Zoning Certification Courses
3. Keweenaw County Notice of Intent to prepare its Materials Management Plan
4. What makes Michigan elections secure pamphlets
5. Draft Keweenaw County Transportation Improvement Plan
6. Keweenaw County Recreation Survey (to take go to:
<https://www.surveymonkey.com/r/SPWBZWT>)
7. Accident fund workers compensation audit to complete by September 21

NEW BUSINESS:

- Motion by Wanda, seconded by Mary to levy the maximum allowable millage for 2024. Motion passed unanimously.
- Cemetery Land Survey: two bids were received. Motion by Tom, seconded by Wanda to approve the funding of \$3,012.00 for Heine Surveying to do the cemetery land survey. Motion passed unanimously.
- Problem Solving: township board concerns, lack of members. Wanda outlined the current situation we are facing with no Clerk or Treasurer on the ballot for the general election. Problems were identified including the following: bills and payroll would not be processed or paid, taxes would not be sent out. Wanda indicated that Linda Paradiso would consider the job of clerk if certain criteria were met including hiring a finance person to do bills and payroll, reduce meetings to quarterly, allowing for videoconferencing and digital check signing. Mary indicated she will not commit to 4 years as Treasurer without a Clerk. Consolidation was discussed. The board set out the following plan. Ray will contact the supervisors in the other 4 townships regarding consolidation. It was agreed that input from our attorney is needed. Board members were asked to provide Wanda with a list of questions which can be submitted to our attorney in the next 2 weeks. Ray will contact legislators to ask for their involvement.
- Finance Policy: Motion by Mary, seconded by Ray to approve the Finance Policy as presented. Motion passed unanimously.
- Safety Issue: Tom shared a concern held by many people in the township related to gunfire on M-26 between Eagle River and Phoenix and reckless ATV travel on M-26. The sheriff has been contacted on multiple occasions and the county prosecutor needs to take action. Tom was asked to follow up with the Sheriff to see why this has not occurred. No other action by the board will be taken at this time.

DEPARTMENT REPORTS

- Assessing: Mark Erhart. Not present. No report
- Water Department: Mel Jones not present. No report
- Cemetery: Wanda/Steve: Multiple people looking for plots at this time. Linda has completed the Cemetery Ordinance.
- Elections: Wanda reported that early voting begins October 26 through November 3 in Eagle Harbor. Our election workers are scheduled for October 28 and November 1. The general election is on November 6. MOVE (military and overseas voters) ballots must be sent out by September 21 unless there are litigation delays, which there are at this time. Election training is ongoing. Early voting and August Primary wage reimbursement has been submitted to Julie Carlson, Keweenaw County clerk. Wages I the amount of \$1,432.50 has been requested.
- General Maintenance: Discussed the need to better secure the Merry Go Round until it can be repaired. Dave will enclose with snow fence and repair in the future.
- Park: No problems.

UNFINISHED BUSINESS

Cemetery Ordinance: Motion by Wanda, seconded by Mary to table until next month Motion passed unanimously.

FOIA Cost Itemization: Motion by Wanda, seconded by Mary to approve with the correction of the charge per increment on page one changed from \$0.10 to \$4.00. Motion passed unanimously. EGLE DWSRF FY 2025 application was not funded as had been reported by Linda Paradiso. She suggested we apply for USDA RD funding. No action is taken at this time.

UP Engineering/Bridge evaluation will be completed this fall

Water system training: no report

Deer Park: septic has been pumped.

Leak Freeze Sensor: Steve will address when he returns.

Dumpster relocation and enclosure: Tom provided a sketch with no encroachment. He will review with Waste Management for their approval and report back.

Water Ordinance: Print in Gazette and file with courthouse by December 1.

PUBLIC COMMENT:

Jim Huovinen reported that the attempt to have MTU do our cemetery survey failed.

Gary Bays suggested we request a variance from the state related to the problems we are having filling board positions.

ADJOURNMENT: Motion by Ray, seconded by Tom to adjourn the meeting at 7:12 pm.

Motion passed unanimously.

Next regular meeting – October 21, 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 16th day of September 2024.

Wanda Kolb, Clerk, Houghton Township