

REGULAR MEETING MINUTES
HOUGHTON TOWNSHIP BOARD
Monday, July 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, Trustee Steve Kline

ABSENT: None

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

CONSENT AGENDA APPROVAL:

- Motion by Tom, seconded by Steve to approve the minutes of the June 17, 2024 Regular Meeting, the July 8, 2024 Public Hearing and the July 9, 2024 Election Committee Meeting. Motion passed unanimously.
- Motion by Wanda, seconded by Steve 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:

Budget amendment to the General Fund: 851851 general liability insurance: add \$278.00
Motion by Tom Seconded Mary to make the amendment. Motion passed unanimously.

Budget amendment to the Cemetery Fund: insurance: add \$27.00 Motion by Mary,
seconded Tom to make the amendment. Motion passed unanimously.

Budget amendments to the Water Fund: worker's compensation add \$27.00, general
insurance add \$194.00, supplies add \$85.28. Motion by Mary, seconded by Tom to make the
amendments. Motion passed unanimously.

Budget amendment to the Bridge Restoration Fund: insurance add \$27.00. Motion by
Wanda seconded Steve to make the amendment. Motion passed unanimously.

CORRESPONDENCE:

1. Barberry Trade-up Days: The Keweenaw Invasive Species Management Area (KISMA) has requested local communities post information related to the invasive species Barberry. Trade-up Days in the Keweenaw will be at the Eagle Harbor Solid Waste Facility on Saturday August 10 from 10 am to 2 pm. Persons disposing of the invasive species will receive a \$10 coupon toward the purchase of a native species.
2. Spark Grants for outdoor recreation projects: The Michigan Department of Natural Resources has shared a news release issued by the Council of Michigan Foundations announcing more than \$24 million in Spark Grants for outdoor recreation projects. Linda Paradiso to evaluate.
3. A free leak and freeze monitoring system through PAR plan has been ordered for basement installation.

NEW BUSINESS:

- Eagle River Water Service Ordinance: Motion by Steve, seconded by Tom to approve the ordinance. Motion carried unanimously by roll call vote.

- Eagle River Water Service Regulation and Rates: Motion by Steve, seconded by Tom to approve the Resolution with an effective date of January 1, 2025. Motion passed unanimously by roll call vote.
- Assessor: Ray indicated that he has interviewed Mark Erhart, a Level 2 Assessor. A motion was made by Ray, seconded Mary to hire Mark Erhart at \$500/month beginning August 1. Motion passed unanimously.
- Cemetery Ordinance: The cemetery ordinance is currently being re-evaluated. A draft will be available for discussion at our August meeting.
- FOIA requirements: Motion by Ray, seconded by Wanda to adopt the FOIA Request for Public Records and FOIA Procedures and Guidelines. Motion passed unanimously. The FOIA Detailed Cost Itemization will be evaluated at the August meeting once charges have been suggested and agreed upon. Motion by Wanda seconded by Steve to name the Supervisor or Designee as FOIA coordinator. Motion passed with Ray abstaining.
- July Board of Review: No report from the Assessor. Elaine Hall indicated she would contact Sara to ask if there would be a meeting.
- Noise complaint: There was an extended discussion related to a noise complaint. The following was agreed upon: 10:30 pm is a reasonable time to designate as quiet time, the beach is a public beach and can be used by anyone, Maple Street is a public street and can be used by anyone. No ordinance is being recommended at this time.
- Fundraiser: Steve made a motion seconded by Wanda to approve the August 1 Music in the Park fundraiser with profits to go to the building fund. Motion passed unanimously.
- Building Design Considerations: Steve described the document as a guideline for people to use when considering remodeling etc. Motion by Steve, seconded Wanda to place the document on the website. Motion passed unanimously.
- Vehicle Parking on old M26 easement. Tom was asked to bring this to the board to determine if something could be done about vehicles parking in that area. Ray explained that we have no control over the site. The ownership of the property is part of the state ROW.

DEPARTMENT REPORTS

- Assessing: Sara Huuki. Not present. No report
- Water Department: Mel Jones reported that no leaks are suspected. Monthly samples remain good.
- Cemetery: Wanda/Steve: Wanda reported one burial of cremains. Steve reported updated information from the Cemetery Committee including: the ongoing need for road work and complications of inability to connect the old and new cemetery with a road due to placement of graves. Memorial sign location has been staked and funding needed for a sign perhaps through donations. Plots in the natural burial area have been renumbered. No sold plots required renumbering. It has been identified that a few tombstones are out of position.
- Elections: Wanda reported on a variety of election education sessions attended by the Clerk and Deputy Clerk. Absentee ballots have been sent out and are being returned. The public accuracy test has been completed.

Early voting is from 9 am to 5 p.m. July 27 through August 4 at Eagle Harbor township. The clerk's office will be open on August 3 and 4 from 1 pm to 5 pm as required. Election workers' training will be done at the Keweenaw County Courthouse in July.

- General Maintenance: Dave reported that the playground checklist has been completed and the playground is safe. Needed items include improving the Merry Go Round Platform, replacing swing seats in a year, adding sand to the base of equipment. Motion by Ray, seconded by Wanda to authorize the purchase of up to 10 yards of dirt for ground cover. Also reported securing the bulletin board next to the township hall.
- Park: Dan reported that the park continues to be well used with over 2000 people accessing the rest room. There has been some minor vandalism and theft which will be discussed at the next meeting.

UNFINISHED BUSINESS

Bridge Restoration Agreement for Professional Services: Motion by Wanda, seconded Steve to authorize signing the agreement with UP Engineering for evaluation of the walking bridge and the payment of \$2,000 to UP Engineering. Motion passed unanimously.

Garbage in the deer park: Dave reported fewer problems with more frequent pick up.

Water system training: on hold until Robbie is less busy.

Deer Park Cleanup: This will proceed with volunteers.

AmeriCorps workers: They are interested in bidding on the Township Building paint job. Things were on hold for a time since the original worker Tom spoke with left her job.

Dumpster relocation: An enclosure was discussed. A design will be worked up by Tom and Steve. Jim Huovinen has provided one in the past and will again make it available to board members.

PUBLIC COMMENT:

Kathy Harri-McEvers asked if the township board had ever considered ownership of the M26 easement.

Gary Beys commented that people with complaints should try to talk things out and bring the complaint to the board in person.

Linda Paradiso asked if any action had been taken to contact the county to ask them to take over cleaning of the deer park. No action taken to date. Ray will follow up with the Road Commission.

Gary Erickson indicated that 4 wheelers riding up and down Maple Street is a far bigger problem than kids enjoying the beach.

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

Next regular meeting – August 19, 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 July, 2024

Wanda Kolb, Clerk, Houghton Township