

**REGULAR MEETING MINUTES**  
**HOUGHTON TOWNSHIP BOARD**  
**March 17, 2014**  
**Houghton Township Community Building**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

Supervisor Vivian called the regular meeting to order at 7 p.m.  
Trustee Treganowan led the Board and those in attendance in the Pledge of Allegiance.

**MEMBERS PRESENT:** Supervisor Vivian, Clerk Jones, Treasurer Chase, Trustee Long and Trustee Treganowan.

**MEMBERS ABSENT:** None

**GUESTS PRESENT:** Tom and Elaine Hall, Mel Jones, Randy and Carol Little

**CONSENT AGENDA APPROVAL/ ADDITIONS TO AGENDA**

- Approve minutes of February 17, 2014 regular meeting
- Accept financial report
- Approve payment of bills for all funds as listed on attached sheet
- Adopt agenda for tonight's meeting

Motion by Treganowan, seconded by Long, to approve the consent agenda. Motion passed unanimously.

**ASSESSOR'S REPORT** – Board of review went well, and Carol will get the Board of Review book from Mel.

**WATER DEPARTMENT** – There have been frozen pipes, and one resident cannot get water. Mel questioned whether the resident should be billed. Jim suggested charging a minimal amount, and adjusting other customer's bills because of running water.

**OLD BUSINESS –**

**Museum** – no new news on the Taskila donation. Mel will be applying for another grant for the piano, which would be awarded by early June. There is a little over \$4000 in the account so far.

**Rental agreement** – Motion by Treganowan, seconded by Jones, that the revised rental agreement for the township hall, as prepared by Sharie, be adopted. Motion passed unanimously.

**NEW BUSINESS –**

**Road commission millage report** – a 2 mil assessment has been suggested – 1 mil for general maintenance, and one specifically for our township, **Strategic plan review** tabled until next month.

**Shari** – there has been no more interest in the audit. She and Mary will check with Rukilla again,

**Information** – postal boxholders are responsible for keeping the boxes open. It is not the township's responsibility.

**Clerk** – Two lights in town are still not working.

Motion by Jack, seconded by Vivian, that the assessor be reimbursed for mileage. Motion passed unanimously.

Building Maintenance Budget for 2013/14

Motion by Vivian, seconded by Long, to adopt the budget for the building maintenance fund as presented for the 2013/14 fiscal year. Motion passed unanimously.

**BUDGET REVIEW (budget amendments on papers)**

Board agreed that each board of review member will be paid \$300 per year of service.

Motion by Vivian, seconded by Long, to increase the General Fund line item 191700 election from \$100 to \$150. Motion passed unanimously.

Motion by Long, seconded by Vivian, to increase the General Fund line item 209700 assessor from \$7075 to \$7600. Motion passed unanimously.

Motion by Long, seconded by Treganowan, to increase the General Fund line item 253700 treasurer from \$8110 to \$8255. Motion passed unanimously.

Motion by Jones, seconded by Long, to increase the General Fund line item 265700 township building from \$8060 to \$8510. Motion passed unanimously.

Motion by Vivian, seconded by Long to increase the General Fund line item 525700 sanitary landfill from \$2255 to \$2455. Motion passed unanimously.

Motion by Vivian, seconded by Long, to increase the General Fund line item 6560 payroll taxes from \$1586 to \$2290. Motion passed unanimously.

Motion by Vivian, seconded by Treganowan, to increase the Water Fund line item utilities from \$1200 to \$1275. Motion passed unanimously.

**ADOPTION OF BUDGETS FOR ALL FUNDS**

Motion by Treganowan, seconded by Chase, that the Bridge Restoration Fund budget presented for 2014-15 be adopted. Motion passed unanimously.

Motion by Treganowan seconded by Vivian, that the Cemetery Fund Budget presented for 2014-15 be accepted. Motion passed unanimously.

Motion by Treganowan, seconded by Chase, that the Water Fund budget presented for 2014-15 be accepted. Motion passed unanimously.

Motion by Treganowan, seconded by Vivian, that the General Fund budget presented for 2014-15 be accepted. Motion passed unanimously.

**FLOOR COMMENTS** - Tom Hall – Suggested some kind of locking system on the garbage container -perhaps a combination lock. Tom and Elaine will be gone three Saturdays. Because of road restrictions, the garbage bags are to be placed in the garage. Someone will need to open the building while Tom is gone. Jim said that he and Jack would take care of it.

Meeting adjourned at 8:45 p.m.

Next meeting – Monday, April 21, 2014

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Carol Jones, Clerk  
Houghton Township

-CERTIFICATION-

I, the undersigned, Carol Jones, the duly qualified and elected 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 17<sup>th</sup> day of March, 2014.

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Carol Jones, Clerk  
Houghton Township

AGENDA FOR HOUGHTON TOWNSHIP MEETING  
Monday, April 21, 2014

1. Call to order
2. Pledge of allegiance
3. Consent agenda - minutes, financial report and authorization of bills for all funds and adopt agenda
4. Assessor's Report - Carol Little
5. Water department - Mel Jones and Jim Vivian - update on water tank replacement
6. Old Business  
Strategic Plan Review
7. New Business  
Bid/ purchase policy  
Supervisor's report  
Clerk's report -
8. Budget review
9. Floor comments -
10. Confirm date for next meeting - May 20, 2014, 7 p.m.

FINANCIAL REPORT  
As of April 21, 2014

GENERAL FUND - \$23,253.57

CD - \$14,445.99

WATER FUND - \$36,659.10

SAVINGS- \$2234.76

BRIDGE FUND - \$4601.02

CEMETERY FUND - \$2157.11

MUSEUM SAVINGS - \$103.34