

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
July 15, 2025
Minutes

1. Call to Order at 7:02 P.M. by the Supervisor.
2. Pledge of Allegiance.
3. Roll Call of Officers – Levi Ellis (Supervisor) present; Daryl Wilcox (Treasurer) present; Sharon Mattis (Clerk) present; Stephen Girard (Trustee) present; Denise Hudson (Trustee) present.
4. Approval of Agenda – **Motion** to approve Agenda with the following additions (L. Ellis, D. Wilcox). All in favor, motion carried.
 - a. Item 7: Ambulance Department: Approve the purchase of a Zoll Cardiac Patient Monitor.
 - b. Item 8: Ambulance Department: Approve the sale or donation of the current side-by-side trailer and a purchase up to \$7,500.00 of a larger aluminum tandem axle trailer.
 - c. Item 9: Ambulance Department: Approve a \$133.03 payment to Airgas for cylinder lease renewal.
 - d. Item 10: Ambulance Department: Approve a \$168.00 payment to Elcom for a 12-month service agreement renewal.
 - e. Item 11: Approve a purchase up to \$400.00 for an air conditioner.
5. Approval of Minutes
 - a. **Motion** to approve July 10, 2025, Special Board Meeting Minutes (S. Mattis, D. Hudson). All in favor, motion carried.
 - b. **Motion** to approve June 17, 2025, Board Meeting Minutes (S. Mattis, L. Ellis). All in favor, motion carried.
6. Revenue & Expenditure Report – **Motion** to approve June 2025 Revenue & Expenditure Report (L. Ellis, D. Wilcox). All in favor, motion carried.
7. Budget Amendments Report – **Motion** to approve June 2025 Budget Amendments Report (L. Ellis, D. Wilcox). All in favor, motion carried.
8. Treasurer's Report – **Motion** to approve June 2025 Treasurer's Report (S. Mattis, D. Wilcox). All in favor, motion carried.
9. Approval of Bills – **Motion** to approve Bills to Be Paid (L. Ellis, D. Wilcox). All in favor, motion carried.

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10. Committee & Department Reports:

- a. Ambulance Department: J. Boudreaux/Ambulance Coordinator:
 - i. There were Three (3) calls since the last meeting.
 - ii. We provided staffing for the 4th of July Parade and for Fire on Bay. Both went well and were uneventful.
 - iii. There is a new "Community Integrated Paramedic" (CIP) position developing which combines all levels of EMS providers. It is a cross between EMS, home health, and emergency care positions. It can potentially help in rural areas. More details will follow. The cost is possibly \$1500 per person provided with a CIP, but grant money could enable it to only cost \$250 per person. This could possibly be a help for 1-2 members in our community.
- b. Emergency Management: K. Bourgeois/EMS:
 - i. We are monitoring the Wildfire Protection Plan for Marquette County meetings and will keep you updated.
 - ii. We are also updating the fire numbers.
- c. Fire Department: M. Anderson/Fire Chief:
 - i. There were two (2) calls since the last meeting. Both were Perkins Park lockouts.
 - ii. We also staffed the 4th of July Parade and Fire on the Bay.
 - iii. For Fire on the Bay, it was much better this year to have the road blocked off early. We did not have to find owners to move cars during the event and up to the last minute. Thank you.
 - iv. There were no post-fireworks issues and no need for any water-downs.
 - v. July 27 is EMS and Fire Day at Bay Cliff. This is our biggest event with them. There will be tours and hose-downs, and it is a great annual event for the Bay Cliff campers and the community. There are three staff volunteering so far. It should be a very good turnout.
- d. Parks and Recreation Department: H. Shatz/Chair:
 - i. Safe Routes-to School Grant- The Parks and Recreation Department would like the Powell Township Board to formally support Safe Routes to School and to write a letter stating this for the Powell Township School Board.
 - ii. The July/August Newsletter is out.

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- iii. Fire on the Bay, July 12, 2025, was a magical night at Burns Landing. The first ever concert at the pavilion was amazing. Ramble Tumble was a great band. There were people swimming and dancing.
- iv. A huge Fire on the Bay thank you to:
 - 1. Powell Township
 - 2. Powell Township Fire Department
 - 3. Bay Cliff Health Camp
 - 4. Bob Kiskis
 - 5. 41 Printing and Design
 - 6. April Samsey
 - 7. Marquette County Sheriff's Department
 - 8. Levi Ellis
 - 9. Coty Sorby
 - 10. Scott DeMoulin
 - 11. Levi Ellis, Jr.
 - 12. Lara Barber
 - 13. Meara Braun
 - 14. Additionally, on the morning of July 13, 2025, Sven Gonstead, Heidi Shatz, Scott DeMoulin, Levi Ellis, and Micheal Johnson helped clean up the fireworks at the beach.
- v. There were about 300 people in attendance at Fire on the Bay, \$247 in donation jars, \$1,151 in hoodies and old shirts sales, \$304 in donations for food, and \$22 for soda and water.
- vi. On July 10, we had a workday at the Big Bay Pathway Native Flower Garden. We had 10 volunteers who weeded out 9 trash bags full of weeds and invasive plant species.
- vii. The Noquemanon Trail Network (NTN) had their Mountain Bike Series Race #2 at The Powell Township Recreation Area (PTRA) trails. Around 35 individuals raced.
- viii. Christmas Tree Lighting is December 6, 2025, and Laurie Shaw is heading it.
- ix. For the 5-Year Recreation Plan for Powell Township:
 - 1. CUPPAD has Spark Grant excess and will be using it to supplement Powell Township in covering the rest of the cost for the Plan and helping apply for other DNR grants.
 - 2. CUPPAD is working on the data received from the community survey and working on goals, objectives, and an action plan.

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- x. If anyone has beautiful pictures of the recreational areas, please submit them to us via email.
 - xi. The NTN Memorandum of Understanding is still pending.
 - xii. We are working with the NTN and the Big Bay Stewardship Council (BBSC) on current trail maps for both of our trail systems.
 - xiii. July 22, 2025, is NTN Trail Maintenance on Sweet Pine. Meet at the PTRA Trail Head, 5:30-8:30 P.M.
 - xiv. The next Native Garden Work Session at the Big Bay Pathway Trailhead is August 14. Any volunteers can meet at 6 P.M. at the Big Bay Pathway Trailhead entrance.
- e. Planning Commission: D. Hudson/Trustee:
- i. From March 8, 2025, to June 18, 2025, there were 22 new permit applications approved.
 - ii. On properties, principal use building construction must occur before other construction. There are related issues surrounding this with some current and previously approved permits, and partial and completed construction.
 - iii. There is a necessary review underway regarding identification of principal use buildings on properties.
 - iv. There is a necessary review underway of accessory dwelling units in relation to homestead and non-homestead taxation on properties.
 - v. L. Ellis met with Zoning Administrator Howard Robare, who discussed recommendations to include:
 - 1. The Wellhead Protection Area Zone needs to move since the wellhead has moved.
 - 2. There is now a paved and plowed CR 510 area heading toward Triple A Road with utilities that could now be considered residential. There are some questions about mining company permits, to include power, and what will be removed when the mining permit(s) end(s).
 - vi. At the last meeting, there was a discussion of short-term rentals and guidelines.
 - 1. Commission members will review planning and zoning documentation in preparation for this discussion's continuation at the next meeting.
 - 2. Commission members will gather specific statistics related to rental properties and seasonal consumer bases/demand in preparation for continuing discussions.

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- vii. At the last meeting, there was a discussion of the Master Plan.
 - 1. The Commission will contact Central Upper Peninsula Planning and Development Regional Commission (CUPPAD) and request their assistance with specific planning concepts
 - 2. The Commission will also discuss the potential of CUPPAD's help with the Master Plan. The Commission will contact Central Upper Peninsula Planning and Development Regional Commission (CUPPAD) and request their assistance with specific planning concepts
- viii. At the last meeting, there was a discussion of Zoning Article I Purpose of Zoning.
 - 1. Commission members will review planning and zoning documentation in preparation for zoning articles discussions at the next meeting.
 - 2. Commission members will contact Brad Neumann and/or colleagues from the Michigan State University – Extension to request a guest speaker at a future meeting. The purpose will be to assist and explain specific planning concepts.
- ix. The next Planning Commission Meeting is July 16, 2025, at 7:00 P.M.
- x. We encourage everyone to come to the meeting; there are many new issues coming up for discussion.

- f. Sewer Department: L. Ellis for S. DeMoulin:
 - i. All is well.
 - ii. We will be pumping the township septic sometime this summer. We are currently collecting cost bids.

- g. Water Department: L. Ellis for C. Sorby/Water Operator:
 - i. The Consumer Confidence Report and the Service Line Verification Report are out.
 - ii. Our engineering consultant Matt Trudeau is working on verification of our service lines to satisfy state requirements. This is a work in progress.
 - iii. We have sent a reminder, and we are waiting on an exact date for the town hall fire hydrant repairs.
 - iv. The Fire Hall water usage statistics have an error and will likely result in a refund.
 - v. Bottle kits are ordered for our major comprehensive water tests on the schedule this summer. These will be completed by the end of

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September 2025.

11. Correspondence:

- a. From Powell Township: A quick recap of Fire on the Bay 2025 is available at powelltownship.org. A huge thank you to everyone who contributed, volunteered, attended, and helped with the Sunday cleanup event the following morning. We are already planning and looking forward to next year's event.
- b. From Hall Construction and Spark Grant meetings and correspondence: A Draver Park construction progress report is as follows...
 - i. We are 5 of 14 weeks into the project.
 - ii. Hall Construction is 18% complete although they should technically be at 35%.
 - iii. This does not reflect on our funding, just their schedule.
 - iv. They are behind on pouring footings and on a plumbing inspection. They could not get a plumbing inspector in a reasonable time, so rain affected footings while waiting.
 - v. Supervisor L. Ellis meets with Hall Construction every Thursday for updates and project and cost discussions.
- c. From Parks and Recreation Committee: The July 10, 2025, Big Bay Events Newsletter was emailed to the community and posted on powelltownship.org. It is also available in the town hall and offices, and on community boards.
- d. From Marquette County Solid Waste Management Authority (MCSWMA): Effective July 1, 2025, the tipping fee increased to \$87/ton. A full, updated, July 1 fee schedule is available on request or by visiting the MCSWMA site.
- e. From Marquette County: The Frankenmuth, Michigan retreat dates (for public officials from the region) are as follows:
 - i. Clerk: Sep 29-30
 - ii. Treasurer: Oct 1-2
 - iii. Supervisor: Oct 14-15
 - iv. Trustee: Oct 27-28
 - v. Planning & Zoning: Oct 29-30
- f. From the Powell Township Water Department: The 2024 Consumer Confidence Report (CCR) describing the source and quality of your drinking water is available for review or paper copy at the Powell Township office during normal business hours, Mondays and Thursdays, 9:00 A.M. – 12:00 P.M. It is also available to view online. The link is posted at powelltownship.org.

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- g. From Powell Township: The township phone number 906-345-9400 is removed from township contact information lists and is no longer in use.
- h. From the Department of Environment, Great Lakes, and Energy (EGLE), Materials Management Division: A copy of the Powell Township Transfer Station report is available.
- i. From Powell Township:
 - i. There is an open Planning Commission Member job posting on the town website and on community boards.
 - ii. Job postings for a Recording Secretary and an Office Administration position will also post soon. Until then, please inquire at the town office if interested.
- j. From the Powell Township Election Commission:
 - i. The July 14, 2025, Election Commission Meeting Minutes to appoint Special Election Officials are posted at powelltownship.org. All Election Officials were appointed without issue.
 - ii. The July 14, 2025, Public Accuracy Test in preparation for the August 5, 2025, Operating Millage Proposition Special Election also occurred without issue.
 - iii. The Notice of Registration and Notice of Election for the August 5, 2025, Special Election are posted at powelltownship.org, at the town hall, and on community boards.
 - iv. Special election registration hours are on Saturday, August 2, 8 A.M. to 4 P.M., in the Clerk's office.
 - v. The questions the office has received from the public regarding the August 5, 2025, Special Election are:
 - 1. What is the Operating Millage? The Millage that the township uses to operate Fire, Ambulance, Parks & Recreation, Buildings & Grounds, and Cemetery.
 - 2. Why is the Operating Millage being renewed? Because it expires this year.
 - 3. What wording changes are in the Operating Millage Proposition, compared to last year? There are no changes except for the 5-year date range.
- k. From the Superior Alliance for Independent Living (SAIL): An Americans with Disabilities Act (ADA) 35-Year Celebration is scheduled at Burns Landing on Thursday, July 17, 2025, 12:00 – 2:00 P.M. There will be food, outdoor games, and information regarding the ADA. There is a township beach mat that provides a regular accessible route to the sand for beachgoers who may need it.

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- I. From the State of Michigan Department of Treasury: Michigan Section 529 Savings Programs brochures and information are available online. The township has also placed brochures in the town hall.

12. Presentations: The Safe Routes to School presentation was cancelled.

Public Comment:

- D. Turner
 - o Question about the office administration position and if it is a new position. Supervisor L. Ellis confirmed it is new.
 - o The TV 6 news presentation about the July 17 S.A.I.L. event was very good, and it highlighted Big Bay well.

Unfinished Business: None.

New Business:

1. Water Department: **Motion** to approve a \$151.45 payment to East Jordan Iron Works for town hall fire hydrant emergency repairs (S. Mattis, D. Hudson). All in favor, motion carried.
2. Utility Billing: **Motion** to approve \$5,000.00 in payments for utility billing software and any related hardware updates (D. Wilcox, S. Mattis). All in favor, motion carried.
3. Parks and Recreation: **Motion** to approve a request to seek grant funding and/or donations for complete LeClaire Cabin restoration in coordination with the Marquette Regional Historical Society (D. Wilcox, L. Ellis). All in favor, motion carried.
4. Parks and Recreation: **Motion** to approve a request to seek grant funding and/or donations for tree planting and restoration at Draver Park and Burns Landing's LeClaire Cabin area (S. Mattis, D. Wilcox). All in favor, motion carried.
5. Parks and Recreation: **Motion** to approve \$765.40 in reimbursement payments from Fire on the Bay funds for the 2025 event's hoodie, candy, and concessions costs (S. Mattis, D. Wilcox). Four (4) in favor, one (1) abstain, motion carried.

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6. Fire Department: **Motion** to approve a \$325.79 payment to the City of Marquette from repairs funds for Truck 2104 repairs (S. Mattis, D. Wilcox). All in favor, motion carried.
7. Ambulance Department: **Motion** to approve the purchase of a Zoll Cardiac Patient Monitor (L. Ellis, S. Mattis). All in favor, motion carried.
8. Ambulance Department: **Motion** to approve the sale or donation of the current side-by-side trailer and a purchase up to \$7,500.00 of a larger aluminum tandem axle trailer (L. Ellis, S. Mattis). All in favor, motion carried.
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11. **Motion** to approve a purchase up to \$400.00 for an air conditioner (L. Ellis, S. Mattis). All in favor, motion carried.

Public Comment: None

Board Comment:

- L. Ellis – Bay Cliff has donated over \$2500 to Fire on the Bay. The BBSC also donated over \$400. Scrap metal donations are also cleaning up the community and helping, with over \$3,000 going toward Fire on the Bay.
- D. Hudson – There are questions about how many historic districts there are in Powell Township and whether we should consider them when looking at the Master Plan. For example, the farm that became Bay Cliff and Burns Landing (to include the LeClaire Cabin) could be considered as historic districts.

Next Meeting: Regular Board Meeting Tuesday, August 19, 2025, 7:00 P.M.

Adjourn 7:51 P.M.

Minutes prepared by: M. Mramor, Deputy Clerk