

**Powell Township Board Meeting**  
**P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808**  
**August 19, 2025**  
**Minutes**

1. Call to Order at 7:01 P.M. by the Supervisor.
2. Pledge of Allegiance.
3. Roll Call of Officers – Levi Ellis (Supervisor) present; Daryl Wilcox (Treasurer) absent; Sharon Mattis (Clerk) present; Stephen Girard (Trustee) present; Denise Hudson (Trustee) absent.
4. Approval of Agenda – **Motion** to approve Agenda with the following additions (L. Ellis, S. Mattis). All in favor, motion carried.
5. Approval of Minutes
  - a. **Motion** to approve July 24, 2025, Special Board Meeting Minutes (S. Mattis, L. Ellis). All in favor, motion carried.
  - b. **Motion** to approve July 15, 2025, Board Meeting Minutes (S. Mattis, L. Ellis). All in favor, motion carried.
6. Revenue & Expenditure Report – **Motion** to approve July 2025 Revenue & Expenditure Report (L. Ellis, S. Girard). All in favor, motion carried.
7. Budget Amendments Report – **Motion** to approve July 2025 Budget Amendments Report (L. Ellis, S. Girard). All in favor, motion carried.
8. Treasurer's Report – **Motion** to approve July 2025 Treasurer's Report (S. Mattis, L. Ellis). All in favor, motion carried.
9. Approval of Bills – **Motion** to approve Bills to Be Paid (L. Ellis, S. Girard). All in favor, motion carried.
10. Committee & Department Reports:
  - a. Ambulance Department: K. Bourgeois for J. Boudreaux/Ambulance Coordinator:
    - i. There were six (6) calls since the last meeting.
    - ii. We have ordered the new Zoll monitor.
    - iii. The State of Michigan plans to change our report writing software, so we have some training soon for the new software.

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- b. Emergency Management: K. Bourgeois/EMS:
  - i. Thank you for the Food Bank boxes in the town hall office and meeting spaces.
  - ii. We attended training for animal rescues during emergencies and animal evacuations. We are amending the township safety plan to include portions addressing pets and animals. We will bring the new plan to the Board when all updates are complete.
- c. Fire Department: B. Roell for M. Anderson/Fire Chief:
  - i. There were seven (7) calls this month.
  - ii. They included a structure fire, a false alarm, an illegal burning, a fire alarm, and lockouts.
  - iii. For the false alarm, a cell phone notification system was sending fire and casualty reports. Fire and ambulance were dispatched. The cell phone owner did not know what his phone was doing, and there were no emergencies.
  - iv. For Bay Cliff Day 2025, the kids enjoyed themselves and the water events during the very hot day.
  - v. The new fire truck is rolling along. The chassis will hit the factory in February. The Federal Emergency Management Agency (FEMA) noted that we need to add a penalty clause to the truck's production. Otherwise, there is a penalty for every day that the truck is late in production. We are coordinating to ensure the clause is included to keep in FEMA compliance.
- d. Parks and Recreation Department: C. Sorby/Vice Chair:
  - i. We have a Native Garden Work Session on September 17, 5-7 P.M. We will meet at the Big Bay Pathway trailhead.
  - ii. We had a successful volunteer project with Noquemanon Trail Network (NTN) on the new bike trails. We may do another event in late September or early October.
  - iii. We are looking forward to the new Draver Park.
- e. Planning Commission: L. Ellis for D. Hudson/Trustee Liaison: The next meeting is in September, and we encourage everyone to attend.
- f. Sewer Department: S. DeMoulin: All is well, and bids are in for the septic pump.

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- g. Water Department: C. Sorby/Water Operator: There is nothing significant to report, and we had a few minor incidents with water shutoffs.

11. Correspondence:

- a. From Hall Construction and Spark Grant meetings and correspondence: A Draver Park construction progress report is as follows:
  - i. Our new playground equipment, which is on a container ship from Germany that hits port on 17 September. This means we will not see it in place until October.
  - ii. We are looking to get the old equipment back in place until then.
  - iii. The rest is back on track and coming along well.
- b. From Powell Township Sewer Department: We requested four (4) bids and ultimately received two (2) bids for township septic pumping.
  - i. The bid rate for North Country Disposal & Septic is \$1,470.00 per load.
  - ii. The bid rate for Carey-Sodergren, Inc. is \$1,400.00 per load, with an estimate of seven (7) loads required.
- c. From Powell Township Parks and Recreation Department:
  - i. There will be a Powell Township School Board and Safe Routes to Schools Planning Meeting August 27, 2025, 6:30 P.M., at Powell Township School.
  - ii. The August 14, 2025, Big Bay Events Newsletter was emailed to the community and posted on [powelltownship.org](http://powelltownship.org). It is also available in the town hall and offices, and on community boards.
- d. From Yellow Dog Watershed Preserve (YDWP): YDWP and its partners initiated a monitoring program to keep track of new mining drilling and ensure environmental regulations are followed. If you believe mineral prospecting is happening, even in an area outside of the Yellow Dog Watershed, you are free to complete a report form on their website at [yellowdogwatershed.org](http://yellowdogwatershed.org). They may then follow up and/or investigate the activity.
- e. From Marquette County Equalization Department: Marquette County will mail Winter Tax Bills on or after November 28, 2025.
- f. From Powell Township Election Department:
  - i. The Powell Township School Millage Special Election is on November 4, 2025, 7:00 A.M. to 8:00 P.M.
  - ii. The Public Accuracy Test for the election is on Monday, October 20, 2025, 10:00 A.M., at Town Hall.
  - iii. The Township Clerk's office extended hours for election registration are Saturday, November 1, 2025, from 8:00 A.M. to 4:00 P.M.

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- g. From Powell Township:
  - i. There is still 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.
  - iii. Until then, please inquire at the town office if interested.
- h. From Emergency Management:
  - i. Boxes for Food Bank donations are available in the Town Hall and in the township office area in preparation for the colder months. We have already received two loads of donations. Dry goods and toiletries are also welcome/accepted. Any donations are greatly appreciated.
  - ii. The Food Bank is shut down for the summer, but emergency food and supplies are still available at any time. If needed, just call the township or Emergency Management Department.
- i. From Michigan Secretary of State (SOS): Just a second reminder, if enough residents are interested, the township will request a local SOS Mobile Office Event. If interested, please call or e-mail Powell Township (906-345-9345 ext. 10, clerk@powelltownship.org, or dep-clerk@powelltownship.org). Please mention a few days and times of the week that might work best for you, in case we can find an optimal time for everyone.

12. Presentations: None.

Public Comment:

- C. Sorby – As mentioned in correspondence, there is a Safe Routes to School Planning Meeting on 27 September at 6:30 P.M. with Sven Gonstead and Mike Springer. They welcome a show of support.
- K. Wermager, Big Bay Stewardship Council (BBSC)
  - o Sara Kelso has coordinated a DNR deer habitat tree planting day on September 18, 5:30-7:00 P.M. Trees planted will include oak, hemlock, and cedar. We will get flyers out once available.
  - o The BBSC placemaking initiative includes relocating the “Welcome to Big Bay” sign. We will re-use the current sign and include a large frame. The sign will relocate to a spot across from the Marquette County Road Commission (on County Road 550 as you enter town).
  - o Fall Fest 2025 plans are underway. Thank you to Powell Township for letting us host it at Draver Park.

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- We are still looking for Fall Fest volunteers for the following (please contact me if interested):
  - Craft area
  - Pie eating contest
  - Monitoring the dunk tank
- It would also be great if the town fire truck and ambulance could be showcased at the car show portion of Fall Fest. We are currently discussing and coordinating the possibilities.

Unfinished Business: None.

New Business:

1. **Motion** to approve a \$6,974.44 payment for County Road KK overband crack sealing repairs (L. Ellis, S. Mattis). All in favor, motion carried.
2. **Motion** to approve up to \$2,000.00 in payments from streets and roads funds for street signs (L. Ellis, S. Girard). All in favor, motion carried.
3. **Motion** to approve up to \$11,000.00 in payments from professional services funds to Anderson, Tackman & Company for fiscal year audit services (S. Mattis, L. Ellis). All in favor, motion carried.
  - a. Audit was of records from April 1, 2024 through March 31, 2025.
  - b. Auditing period is July 14, 2025 through September 30, 2025.
4. **Motion** to approve up to \$1,500.00 in travel reimbursement payments for Frankenmuth, Michigan retreat (for public officials) costs (L. Ellis, S. Girard). All in favor, motion carried.
5. Election Department: **Motion** to approve a \$1,215.30 payment to Marquette County and Election Source for August 5, 2025, special election costs (L. Ellis, S. Mattis). All in favor, motion carried.
6. Fire Department: **Motion** to approve \$350.00 in payments from training funds for Fire Prevention Week presentation materials for Powell Township School students (S. Mattis, L. Ellis). All in favor, motion carried.
7. Fire Department: **Motion** to approve a \$150.00 payment to replace the failing starter switch on the Hurst Pump for the jaws of life (S. Mattis, L. Ellis). All in favor, motion carried.

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8. Sewer Department: **Motion** to approve the Carey-Sodergren bid for township septic pumping (L. Ellis, S. Mattis). All in favor, motion carried.
9. Transfer Station: **Motion** to approve an \$831.00 payment to Keweenaw Overhead Door for door repairs (L. Ellis, S. Mattis). All in favor, motion carried.
10. Buildings and Grounds: **Motion** to approve an \$83.00 payment to Keweenaw Overhead Door for door repairs (S. Mattis, L. Ellis). All in favor, motion carried.
11. Buildings and Grounds: **Motion** to approve a \$199.99 purchase to O.K. Rental Sales for a new weedwhacker (L. Ellis, S. Mattis). All in favor, motion carried.
12. Buildings and Grounds: **Motion** to approve a \$338.18 payment from repairs funds to Fox Ford for township truck maintenance (S. Mattis, S. Girard). All in favor, motion carried.
13. Buildings and Grounds: **Motion** to approve a \$1,895.00 payment from equipment funds to Broken Tractor for a new hydraulic ram for the backhoe (L. Ellis, S. Girard). All in favor, motion carried.
14. Buildings and Grounds: **Motion** to approve a \$349.01 payment from Burns Landing donated funds to Signs Now for paver sandblasting services (S. Mattis, L. Ellis). All in favor, motion carried.
15. Ambulance Department: **Motion** to approve a purchase up to \$2,000.00 for a quick-detach ambulance countertop mount system for the new EMS monitor (S. Mattis, L. Ellis). All in favor, motion carried.
16. Parks and Recreation: **Motion** to approve a \$75.00 payment for a "Thomas Rock – This Way" sign near the drive to Thomas Rock (L. Ellis, S. Girard). All in favor, motion carried.
17. Parks and Recreation: **Motion** to approve a \$550.00 payment for an 18-ton load of aggregate trail mix (S. Girard, L. Ellis). All in favor, motion carried.
18. Parks and Recreation: **Motion** to approve a \$650.00 payment to replace two Thomas Rock galvanized steel bench frames (S. Mattis, S. Girard). All in favor, motion carried.
19. Parks and Recreation: **Motion** to approve a \$675.00 payment to replace two (2) dog waste stations at Draver Park and Burns Landing (S. Mattis, L. Ellis). All in

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favor, motion carried.

20. Parks and Recreation: **Motion** to approve a \$60.00 payment to replace a Halfway Fire Hall Kids' Park swing set seat (S. Mattis, L. Ellis). All in favor, motion carried.

Public Comment:

- K. Wermager
  - o We do not have BBSC board approval yet but are also anticipating some bounce houses during Fall Fest. One may be a large type with a maze included.
  - o The craft area is also a new item we added to the overall event in case Draver Park playground equipment is not yet in place.
  - o None of these things can happen without volunteers. We hope to get a team of Northern Michigan University volunteers, but we may still need more. Please let me know if you know of anyone interested.

Board Comment:

- S. Mattis – Thank you to all Election Inspectors who volunteered and work the August 5 special election.
- L. Ellis – Thank you to Kelsey and the BBSC for Fall Festival efforts this year, and we will do our best to get more volunteers.

Next Meeting: Regular Board Meeting Tuesday, September 16, 2025, 7:00 P.M.

Adjourn 7:38 P.M.

Minutes prepared by: M. Mramor, Deputy Clerk