

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
October 21, 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) absent; 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. New Item #11: Approve request to apply for grants to pay for Draver Park cookshack equipment and any park completion cost shortcomings.
 - b. New Item #12: Approve up to \$400.00 in costs for the annual holiday tree lighting event.
5. Approval of Minutes – **Motion** to approve September 2025 Board Meeting Minutes (L. Ellis, D. Wilcox). All in favor, motion carried.
6. Revenue & Expenditure Report – **Motion** to approve September 2025 Revenue & Expenditure Report (L. Ellis, D. Wilcox). All in favor, motion carried.
7. Budget Amendments Report – **Motion** to approve September 2025 Budget Amendments Report (L. Ellis, D. Wilcox). All in favor, motion carried.
8. Treasurer's Report – **Motion** to approve September 2025 Treasurer's Report (S. Mattis, D. Hudson). 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.
10. Committee & Department Reports:
 - a. Ambulance Department: J. Boudreaux/Ambulance Coordinator:
 - i. There were ten (10) calls since the last meeting.
 - ii. Calls included one off-road vehicle (ORV) crash, and one hiker injured 1.5 miles into the trails that required coordination with a local search and rescue team.
 - iii. We attended the Fall Festival. There were no issues during the event itself. There was a call 30 minutes after the event ended.

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- iv. The new monitor and mount are in the ambulance and are working great.
- v. We are expecting the new trailer by the end of this November.

- b. Emergency Management: K. Bourgeois/Emergency Management Coordinator: We hope to open the Halfway Fire Hall Food Bank on November 5 for the season, and to have it open the first and third Wednesday of each month through winter.

- c. Fire Department: J. Boudreaux for M. Anderson/Fire Chief:
 - i. There were five (5) calls including a chimney fire and the same ORV accident covered by the Ambulance Department.
 - ii. We should have a volunteer firefighter trainee course schedule soon for the local training we arranged.
 - iii. We are spraying out the Transfer Station this week.
 - iv. Fire Prevention Week at the Powell Township School went well, and the kids loved the coolers provided.
 - v. The rebuilt pump in Engine 1 passed inspection without issue.
 - vi. The electrical issue in 2104 was resolved without any extra repair costs.

- d. Parks and Recreation Department: H. Shatz/ Chair:
 - i. It is with great sadness that we accept the resignation of Linda Ludwig from the Parks and Recreation Committee. Her work -- especially on the township newsletter -- has made a real difference in Powell Township and Big Bay. We are grateful for her contributions and wish her all the best.
 - ii. The Parks and Recreation Department and the Powell Township School Board is working on a Safe Routes to School route.
 - iii. CUPPAD has Spark Grant excess funds and will be using them to supplement Powell Township in covering remaining 5 Year Recreation Plan costs, and to help the Parks and Recreation Department apply for other Department of Natural Resources grants.
 - iv. CUPPAD is working on the data received from the community survey and working on goals and objectives, and an action plan.
 - v. If anyone has beautiful pictures of the recreational areas, please submit them to us via email.
 - vi. There is an opening for a board member on the Parks and Recreation Committee.
 - vii. On December 6, 2025, we need four volunteers for the Holiday Tree Lighting. H. Shatz will be chairing the event now.

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- e. Planning Commission: D. Hudson/Trustee Liaison: The meeting last week was cancelled and rescheduled for November 19, 2025.
- f. Sewer Department: L. Ellis for S. DeMoulin:
 - i. We have blockage in a line near the Thunder Bay Inn, and we are looking to resolve it.
 - ii. We talked to Negaunee Township and the Tunnel Vision Company regarding assistance with the blockage. Tunnel Vision estimates a minimum 8-hour job at a rate of \$545.00 per hour. We hope to use Negaunee Township's help.
 - iii. We will have to get it open before it gets too cold. It is not affecting anyone right now due to an existing bypass line.
- g. Water Department: C. Sorby/Water Operator:
 - i. The pumphouse's backup generator inspection occurred, with no issues.
 - ii. We are at the end of the contract with Cummins. They sent a new three-year contract, and it requires review soon.
 - iii. Matt Trudeau conducted a hydraulic analysis in accordance with official requirements, and everything looked good.
 - iv. We have a new Sensus hardware and software meter reading system. Many thanks to Daryl Wilcox for his hard work in the last months coordinating with everyone and enabling the upgrade.
 - v. There are two new water services in place, one in the newly constructed home near the Thunder Bay Inn, and one near one of the lakes.
 - vi. The water test results for lead, copper, and nitrates arrived and indicate there are no issues.

11. Correspondence:

- a. From the Powell Township Supervisor:
 - i. A Draver Park construction final update follows: We have permanent occupancy permit now. The equipment arrived early and happy that it is all in. Hall did a good job in trying to complete everything this year. We will have an official ribbon cutting ceremony in the spring.
 - ii. There will be a State of the Township Address at the next Board Meeting, on Tuesday, November 18, 2025. There will also be

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hardcopies available and potentially mailed to residents in addition to a posting on the township website.

- b. From the Marquette County Health Department: There will be a Flu and COVID Vaccination Clinic in the Powell Township Hall this Thursday, October 23, 2025, from 1:00 P.M. to 4:30 P.M. Vaccines are available for both insure and uninsured residents. Please bring your ID and insurance card if insured. For more information call 906-475-7844 or visit the county website.
- c. From the Powell Township Election Commission:
 - i. The Powell Township School Millage Special Election is on November 4, 2025, 7:00 A.M. to 8:00 P.M.
 - ii. Voter Assist Terminals will be available for the election.
 - iii. The Public Accuracy Test of election equipment was on October 20, 2025. There are no known voting equipment issues.
 - iv. The Township Clerk's extended office hours for election registration are Saturday, November 1, 2025, from 8:00 A.M. to 4:00 P.M.
 - v. An Election Inspector job posting (for 2026 and future elections) is viewable on the township website and on township bulletin boards. You can also inquire at the township office or call 906-345-9345, extension 10.
 - vi. For all current Election Inspectors: please update your application if you wish to remain in place for any elections after January 1, 2026.
- d. From the Powell Township Clerk:
 - i. A reminder to all boards, committees, and commissions (and the BBSC) to let the clerk's office know if any meetings will change for winter holidays.
 - ii. The Fire Department's November meeting is postponed to December 4.
 - iii. The Fire Department's December meeting is postponed to January 8, 2026.

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- e. 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 be available soon.
 - iii. Until then, please inquire at the township office if interested.
 - f. From Eagle Mine: There will be an Eagle Mine Community Forum on November 12, 2025, at 5:30 P.M., in the Powell Township Hall. Dinner will be provided. Details and contact information are posted online and in town.
 - g. From the City of Marquette Senior Services Center: There will be two Senior Services events in the Powell Township Hall, on November 12 and November 20, 9:00 A.M. to 4:00 P.M. each day. Appointments are free of charge and open to all seniors in the area. One goal is to help clients with health insurance enrollment. To schedule an appointment, call 906-228-0456.
 - h. From Central Upper Peninsula Planning and Development (CUPPAD): A Materials Management Survey link is available and posted online and in town. The survey is 5-10 minutes, is anonymous, and provides feedback for the county's future materials management plan.
 - i. From Bay Cliff Health Camp: Halloween/Trick-or-Treat times at Bay Cliff are on October 31 from 4 to 6 P.M.
12. Presentations: Mr. Mike Grentz from Anderson, Tackman, and Company gave a Powell Township Fiscal Year 2024-2025 Audit Presentation. The full audit report is available to the public in the town hall and/or on request.

Public Comment:

- K. Wermager – On behalf of the Big Bay Stewardship Council (BBSC), thank you to Powell Township for all efforts to make the Fall Festival a great day. Specifically, thank you to Levi Ellis for volunteering for the dunk tank which generated good revenue, thank you to Josh Boudreaux for ambulance

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services and helping with a particularly frustrating lockout, and thank you to the Parks and Recreation Department overall for everything.

- H. Shatz – Regarding the upcoming COVID and Flu Clinic here in town hall this Thursday: Local doctors' offices will probably have flu vaccines, but they may not carry the COVID vaccine, so this is a good way to get both vaccines without wasting trips or time.

Unfinished Business: None.

New Business:

1. Buildings and Grounds Department: **Motion** to approve the U.P. Tree Removal bid and payment amount up to \$3,500.00 for select tree removal services in the cemetery (L. Ellis, S. Mattis). All in favor, motion carried.
2. Planning Commission: **Motion** to approve Vice Chairman Mike Kantola's attendance at the next Michigan State University Citizen Planner Course (D. Wilcox, D. Hudson). All in favor, motion carried.
3. Parks and Recreation Committee: **Motion** to accept Linda Ludwig's resignation from the Parks and Recreation Committee (L. Ellis, S. Mattis). All in favor, motion carried.
4. Parks and Recreation Committee: **Motion** to approve an \$813.82 purchase from operational funds for a Draver Park public address cabling system (D. Wilcox, L. Ellis). All in favor, motion carried.
5. Parks and Recreation Committee: **Motion** to approve the application for a grant to install a Draver Park "Little Free Library" (L. Ellis, D. Wilcox). All in favor, motion carried.
6. Parks and Recreation Committee: **Motion** to approve a purchase up to \$150.00 from Burns Landing funds for a Burns Landing pavilion poison ivy warning sign (S. Mattis, D. Wilcox). All in favor, motion carried.
7. Cemetery Department: **Motion** to approve a \$1,520.00 payment to EJ USA for additional cemetery fire hydrant replacement costs (S. Mattis, D. Hudson). All in favor, motion carried.
8. Emergency Management Department: **Motion** to approve the Halfway Fire Hall Food Bank opening date of November 5, 2025, and openings on the first and third Wednesday of each month through winter (S. Mattis, D. Wilcox). All

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in favor, motion carried.

9. **Motion** to approve a \$1,642.00 payment to BS&A Software for utility and tax billing and receipt system annual fees (S. Mattis, D. Hudson). All in favor, motion carried.
10. Buildings and Grounds Department: **Motion** to approve a purchase up to \$1,500.00 for a Draver Park security camera system (S. Mattis, D. Hudson). All in favor, motion carried.
11. Parks and Recreation Committee: **Motion** to approve a request to apply for grants to pay for Draver Park cookshack equipment and any park completion cost shortcomings (L. Ellis, S. Mattis). All in favor, motion carried.
12. Parks and Recreation Committee: **Motion** to approve up to \$400.00 in costs for the annual holiday tree lighting event (S. Mattis, D. Wilcox). All in favor, motion carried.

Public Comment:

- J. Boudreaux – Will there be one or more poison ivy signs? There is quite a lot growing in and about the pavilion and surrounding beaches and boardwalk west of the pavilion. H. Shatz answered that there will be one main sign and one smaller sign.
- D. Turner – Was the Draver Park \$200,000 donation considered for park completion cost shortcomings? Also, the general funds should be used to cover the remaining costs. L. Ellis answered that it was, that change orders also helped during construction, and that using general funds will be noted and considered.

Board Comment:

- L. Ellis – Thank you to Linda Ludwig for her service and her time with the newsletter. It is not an easy task compiling the newsletter.
- D. Wilcox – Is there anyone taking over the newsletter? H. Shatz answered that they are coordinating with the BBSC to potentially take it over.

Next Meeting: Regular Board Meeting Tuesday, November 18, 2025, 7:00 P.M.

Adjourn 7:56 P.M.

Minutes prepared by: M. Mramor, Deputy Clerk