

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
November 18, 2025
Minutes

1. Call to Order at 7:03 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) absent; Denise Hudson (Trustee) present.
4. Approval of Agenda – **Motion** to approve Agenda with the following revisions (L. Ellis, D. Hudson). All in favor, motion carried.
 - a. Add Correspondence Item 11f. Correspondence from Marquette County Health Department regarding the Flu and COVID Clinic in Big Bay.
 - b. Revise New Item 3: Amount changed from \$6,200.00 to \$7,400.00.
 - c. Add New Item 11. Accept the resignation of Chad DeMay from the Fire Department.
5. Approval of Minutes – **Motion** to approve the October 2025 Board Meeting Minutes (S. Mattis, D. Hudson). All in favor, motion carried.
6. Revenue & Expenditure Report – **Motion** to approve the October 2025 Revenue & Expenditure Report (L. Ellis, D. Hudson). All in favor, motion carried.
7. Budget Amendments Report – **Motion** to approve the October 2025 Budget Amendments Report (L. Ellis, S. Mattis). All in favor, motion carried.
8. Treasurer’s Report
 - a. **Motion** to approve the September 2025 Treasurers Report (S. Mattis, D. Hudson). All in favor, motion carried.
 - b. **Motion** to approve the October 2025 Treasurers Report (L. Ellis, S. Mattis). All in favor, motion carried.
9. Approval of Bills – **Motion** to approve the Bills to Be Paid (D. Hudson, L. Ellis). All in favor, motion carried.
10. Committee & Department Reports:
 - a. Ambulance Department: K. Bourgeois for J. Boudreaux/Ambulance Coordinator:
 - i. There were five (5) calls since the last meeting.

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
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- ii. On November 25, 2025, the state will conduct our annual ambulance inspection .
 - iii. We received a \$5,000.00 donation from Eagle Mine to go toward the new cardiac monitor.
- b. Emergency Management: K. Bourgeois/Emergency Management Coordinator: We opened the Food Bank last week for everyone to use, and we have had lots of donations and offers to donate. Several residents have asked what is needed and I gave them lists. We greatly appreciate the support.
- c. Fire Department: J. Boudreaux for M. Anderson/Fire Chief:
- i. There were three (3) calls since the last meeting.
 - ii. We did extraction training last Sunday. Two (2) trainees and some Fire Department members participated. Thank you to everyone who attended.
- d. Parks and Recreation Department: H. Shatz/Chair:
- i. The Draver Park bathrooms will be open as soon as security system is in place.
 - ii. We are starting grant writing for a Passport Grant with CUPPAD for finishing touches to Draver Park.
 - iii. The Parks and Recreation Department and the Powell Township School Board is working on a route for the Safe Routes to School grant.
 - iv. We will be presenting the Powell Township Board with the 5-Year Recreation Plan.
 - v. We would like to have the Board release the plan for a 30-day public review. There is a Public Hearing possibility before the regular board meeting at 6:00 P.M. on January 20, with the Board's approval.
 - vi. There is an opening for a board member on the Parks and Recreation Committee. Please let me know if anyone is interested.
 - vii. On December 6, 2025, we need four (4) volunteers for the annual Holiday Tree Lighting. Please let me know if anyone is interested.
- e. Planning Commission: D. Hudson/Trustee Liaison: The next regular meeting is tomorrow night, November 19, 2025, at 7 P.M. in Powell Township Hall.
- f. Sewer Department: S. DeMoulin: All is well and I am monitoring the line that had issues last month and was pumped and resolved.

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
November 18, 2025
Minutes

- g. Water Department: C. Sorby/Water Operator:
- i. We had a software update to water meters, so I have made more water meter checks this past month to ensure things go well.
 - ii. We will conduct hydrant flushing and draining within the next two weeks.
 - iii. We had one water emergency when we lost power last week.
 - iv. One person also needed a water shutoff due to a broken water line.
 - v. I have been coordinating with Water Engineer Matt Trudeau regarding potential long-term solutions to the Dump Road line needing replaced.

11. Correspondence:

- a. From Powell Township:
 - i. Planning Commission Member and Recording Secretary job postings are available on the town website and on community boards.
 - ii. An open Office Administration job will also post soon. Until then, please inquire at the town office if interested.
- b. From the Parks and Recreation Committee:
 - i. There is also an open Parks and Recreation Committee member position. Please inquire with Heidi Shatz or the town office if interested.
 - ii. The Holiday Tree Lighting ceremony is December 6th from 6 to 8 P.M. at Powell Township Hall.
- c. From Emergency Management:
 - i. The Bill Dionne (Halfway) Fire Hall Food Bank opens the first and third Wednesday of the month from 5 to 7 P.M. through March 2026. The upcoming dates are November 19th, December 3rd and 17th, January 7th and 21st, February 4th and 18th, and March 4th and 18th.
 - ii. Boxes for Food Bank donations are available in the township hall and office areas. Dry goods and toiletries are also welcome/accepted. Any donations are greatly appreciated.
 - iii. In March we will decide on openings for any further spring dates.
- d. From the University of Michigan Center for Local, State, and Urban Policy (CLOSUP): A Michigan resident engagement survey is available at the CLOSUP site at closup.umich.edu or on request via email at

Powell Township Board Meeting
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Minutes

closup@umich.edu. The survey is also available in the township hall.

- e. From the Big Bay Stewardship Council (BBSC):
 - i. The next BBSC meeting is November 20th at 6:30 P.M. in Powell Township Hall.
 - ii. Instead of a December meeting, there will be a Season of Sharing Fundraiser on December 12th from 5 to 7 P.M. in the Thunder Bay Inn Lobby. There will be live music, holiday sing-alongs, and 50/50 raffles supporting sending each Powell Township School family home with food for Christmas and Spring Break.

- f. From the Marquette County Health Department: The flu and COVID clinic in Powel Township Hall went well, and we vaccinated about 48 people. We look forward to doing the clinic again next year. Thank you to Powell Township for providing the clinic space.

12. Presentations:

- a. Powell Township Supervisor Levi Ellis presented the 2025 State of the Township Address. The speech is available in the attachments to these Minutes and will also arrive as an insert in the mail with Marquette County's winter tax statements.

- b. Parks and Recreation Committee member Mike Springer presented a Safe Routes to School progress update. Further details are available on request from Mike Springer or Sven Gonstead, and from the Safe Routes to School website.

Public Comment:

- Laura Cain inquired about Safe Routes to School details, and this started an open discussion between the audience and board members regarding sidewalks, kids' safety, Safe Routes to School, speed concerns in certain areas, mitigation ideas, and natural ways to reduce speed limits while also enabling town beautification.

Unfinished Business: None.

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
November 18, 2025
Minutes

New Business:

1. Planning Commission: **Motion** to approve a \$250.00 payment to Michigan State University for Vice Chairperson Mike Kantola's Citizen Planner Course attendance. (D. Hudson, S. Mattis). All in favor, motion carried.
2. Cemetery Department: **Motion** to approve a \$684.00 payment to Environmental Systems Research Institute for annual cemetery and plot mapping services (L. Ellis, S. Mattis). All in favor, motion carried.
3. Fire Department: **Motion** to approve a \$7,400.00 payment to R&R Fire Truck Repair for additional repairs to Truck 2101 (L. Ellis, S. Mattis). All in favor, motion carried.
4. Water Department: **Motion** to approve an \$855.15 payment to the State of Michigan for annual public water supply fees (D. Hudson, L. Ellis). All in favor, motion carried.
5. Water Department: **Motion** to approve a \$971.05 payment to the U.S. Postal Service for postage fees (L. Ellis, S. Mattis). All in favor, motion carried.
6. Buildings and Grounds Department: **Motion** to approve a \$488.50 payment to the U.S. Postal Service for postage fees (D. Hudson, S. Mattis). All in favor, motion carried.
7. Transfer Station: **Motion** to approve a \$1,805.00 payment to Marquette Fence Company for Transfer Station gate repairs (S. Mattis, L. Ellis). All in favor, motion carried.
8. Assessor: **Motion** to appoint Darlene Turner as a Board of Review alternate member (D. Hudson, S. Mattis). All in favor, motion carried.
9. Parks and Recreation Committee: **Motion** to approve a \$1,000.00 payment from Burns Landing operating funds to pump Burns Landing sewage system (L. Ellis, D. Hudson). All in favor, motion carried.
10. Parks and Recreation Committee: **Motion** to approve a \$1,000.00 payment from Thomas Rock operating funds to pump Thomas Rock sewage system (S. Mattis, D. Hudson). All in favor, motion carried.
11. Fire Department: **Motion** to accept the resignation of Chad DeMay (L. Ellis, S. Mattis). All in favor, motion carried.

Powell Township Board Meeting
P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808
November 18, 2025
Minutes

Public Comment: None.

Board Comment:

- L. Ellis – Thank you to Darlene Turner for joining the Board of Review. Thank you as well for her diligence in budgeting, which enabled a surplus of over \$350,000 to work with this year.

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

Adjourn 7:59 P.M.

Minutes prepared by: M. Mramor, Deputy Clerk