

**Powell Township Board Meeting**  
**P.O. Box 319, 101 Bensinger Street, Big Bay, Michigan 49808**  
**December 16, 2025**  
**Minutes**

1. Call to Order at 7:00 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 (L. Ellis, S. Mattis). All in favor, motion carried.
5. Approval of Minutes – **Motion** to approve the November 2025 Board Meeting Minutes (S. Mattis, D. Hudson). All in favor, motion carried.
6. Revenue & Expenditure Report – **Motion** to approve the November 2025 Revenue & Expenditure Report (L. Ellis, D. Wilcox). All in favor, motion carried.
7. Budget Amendments Report – **Motion** to approve the November 2025 Budget Amendments Report (L. Ellis, D. Wilcox). All in favor, motion carried.
8. Treasurer's Report - **Motion** to approve the November 2025 Treasurers Report (S. Mattis, D. Hudson). All in favor, motion carried.
9. Approval of Bills – **Motion** to approve the 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 three (3) calls since the last meeting.
    - ii. The new cardiac monitor system is working great across the board.
    - iii. We passed our annual EMS inspection with flying colors, and we are good for another year.
    - iv. We received a very generous donation from Huron Mountain Club, and it will be put toward lowering our current expenses.
  - b. Emergency Management: L. Ellis for K. Bourgeois/Emergency Management Coordinator: The Food Bank is open tomorrow night from 5 to 7 P.M. (and notices online and on boards have future open dates and contact information for needs at any time).

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- c. Fire Department: M. Anderson/Fire Chief:
  - i. There were three (3) calls since the last meeting. They were all over the Thanksgiving weekend.
  - ii. On January 6, 2026, the classroom training starts for our five trainees.
  - iii. We also received a very generous donation from the Huron Mountain Club. We hope to use it for additional costs once we get the five trainees through everything.
- d. Parks and Recreation Department: H. Shatz/Chair:
  - i. A new trail usage report is available and will be posted to our page on the town site. It's a great report and has been recording trail counts from 2021 to present. We post new data every 4-6 months to show trends. Archived data is available on request.
  - ii. Draver Park
    - 1. Bathrooms will be open as soon as we get Wi-Fi and a security system is in place. Sven Gonstead will be talking with Levi Ellis about systems that the County uses, including self-locking and unlocking doors.
    - 2. We are starting grant writing for a Passport Grant with CUPPAD for finishing touches to Draver Park to include the snack shack.
    - 3. Draver Park Ribbon Cutting will be held on June 6, 2026, at 1 p.m. Parks and Recreation will start inviting people to the event in January.
  - iii. Safe Routes to School Grant
    - 1. The Parks and Recreation Department and the Powell Township School Board is working on a route.
    - 2. We are requesting that someone from the Powell Township Board to attend a Powell Township School Board Meeting to impress the importance of this grant to the school.
    - 3. This grant is worth \$600,000 dollars to improve and build new sidewalks (this grant does not require a match) that will not only be for a safer route to the school but for our entire community.
    - 4. The Parks and Recreation Committee feel that this grant could really benefit the community.
  - iv. Powell Township 5-Year Recreation Plan
    - 1. We are presenting the Board with the Plan and ask for a vote for it to be released to the public for a review of thirty (30) days.
    - 2. If approved, the public hearing will be at 6:00 p.m., January 20, at the township.
  - v. Volunteer Opportunities

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1. There is an opening for a board member on the Parks and Recreation Committee.
2. We could use some volunteer groomers for the Big Bay Pathway Ski Trails.
3. February 14, 2026, we will need around ten (10) volunteers for the Honey Bear.

vi. 2026 Concert Series

1. Planning is underway.
2. We are moving the Concerts to Thursday evenings from 6:30-8:30.

vii. Holiday Tree Lighting

1. The event went very well.
2. We had about 24 children attend with parents and grandparents.
3. We would like to thank Lora Barber for her generous donation of all the gift bags for the children. We would also like to thank Tony Cain for the donation of cookies and candy canes.
4. An additional special thank you to Darlene Turner, Connie Shatz, Joy Barber, Kim Bourgeois, Gene Champagne, and Carla Champagne for volunteering.
5. The event could not have happened without these volunteers and donations.

- e. Planning Commission: D. Hudson/Trustee Liaison: The next regular meeting is in January 2026.
- f. Sewer Department: L. Ellis for S. DeMoulin: All is well.
- g. Water Department: L. Ellis for C. Sorby/Water Operator: All is well and we are continuing with water and billing system checks.

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. Please spread the word; we are currently finalizing the hours. We hope to fill the position soon.

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- 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 draft Powell Township 2026-2030 Recreation Plan will be available for review once Board-approved for public release. A Public Hearing will follow, after thirty (30) days of public review.
  - iii. 2026 Concert Series planning is underway. We are moving the concert nights to Thursday evenings, 6:30 to 8:30.
  - iv. Volunteer opportunities are available and include:
    - 1. Volunteer groomers for the Big Bay Pathway ski trails.
    - 2. Ten (10) volunteers for the February 14, 2026, Honey Bear Classic Ski and Snowshoe Event.
- c. From Emergency Management: The Bill Dionne (Halfway) Fire Hall Food Bank opens the first and third Wednesday of the month from 5 to 7 P.M. Upcoming dates are December 17<sup>th</sup>, January 7<sup>th</sup> and 21<sup>st</sup>, February 4<sup>th</sup> and 18<sup>th</sup>, and March 4<sup>th</sup> and 18<sup>th</sup>.
- d. From the Department of Natural Resources (DNR):
  - i. The DNR posted a notice regarding a proposed acquisition of a conservation easement in Champion, Ely, Humboldt, Powell, Republic, and Michigamme Townships.
  - ii. This notice was published in the Marquette Mining Journal on December 4, 2025.
  - iii. It is also posted with a map on the DNR site at [www.michigan.gov/publiclandnotices](http://www.michigan.gov/publiclandnotices).
- e. From the Marquette County Senior Center:
  - i. There is a part-time Big Bay Homemaker Aide job available. Notices are posted in the town hall and offices and throughout the township. If interested, please use the contact information on the job posting, or call the Center's office (906-228-0456).
  - ii. More Senior Services packets are also available on the table and in the township office.
  - iii. We will have a guest speaker attend the January board meeting to present details on the free services available to seniors.
  - iv. We will also have more free senior services days in the town hall soon.

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- f. From the Marquette County Planning Division: Marquette County is updating its Master Plan and requests your participation in the planning process. Please visit [www.mqtcoplan.org](http://www.mqtcoplan.org) to find information about the master planning process AND a link to a community survey.
- g. From the Central Upper Peninsula Materials Management Planning Committee (CUPMMPC): There is a meeting on Thursday, December 18, 2025, at 3:00 P.M., in the Delta County Service Center, in Escanaba, Michigan. Attendance is also possible online. Full details are at [www.cuppad.org/materials-management](http://www.cuppad.org/materials-management).

12. Presentations: None.

Public Comment: None.

Unfinished Business: None.

New Business:

1. **Motion** to approve the Fiscal Year 2025-2026 Resolution for Deficit Elimination (for the local roads millage) (L. Ellis, S. Mattis). Roll call vote: L. Ellis – Aye, D. Wilcox – Aye, S. Mattis – Aye, D. Hudson - Aye, S. Girard – Absent, motion carried.
2. **Motion** to approve the Marquette Senior Center's free use of Powell Township Hall up to twice per month for free local senior services (S. Mattis, D. Hudson). All in favor, motion carried.
3. **Motion** to approve a \$1,131.00 payment to Bensinger Cotant & Menkes from professional services funds for tax tribunal appeal legal services (L. Ellis, S. Mattis). All in favor, motion carried.
4. Assessor's Office: **Motion** to approve a \$2,830.75 tax roll payment to the Marquette County Treasurer (L. Ellis, D. Wilcox). All in favor, motion carried.
5. Assessor's Office: **Motion** to approve a \$4,711.27 postage and binding payment from tax roll funds to the Marquette County Treasurer (D. Wilcox, D. Hudson). All in favor, motion carried.
6. Treasurer's Office: **Motion** to approve a BS&A software payment system agreement for signature to enable card payments and purchases for residents (L. Ellis, S. Mattis). All in favor, motion carried.

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7. Treasurer's Office: **Motion** to approve a payment up to \$415.00 for a BS&A software payment system terminal (D. Hudson, L. Ellis). All in favor, motion carried.
8. Fire Department: **Motion** to approve up to \$2,500.00 in payments from training funds for classroom fees for five (5) trainees (D. Hudson, D. Wilcox). All in favor, motion carried.
  - a. There is a \$350.00 class fee per trainee.
  - b. There is a \$120.00 minimum materials cost per trainee.
9. Ambulance Department: **Motion** to approve Isaac Varty as a Medical First Responder for the Ambulance Department, effective upon meeting all individual license, training, and application requirements (L. Ellis, S. Mattis). All in favor, motion carried.
10. Water Department: **Motion** to approve a \$1,560.00 payment to ETNA Supply for hydrant and water system maintenance equipment (D. Wilcox, L. Ellis). All in favor, motion carried.
11. Buildings and Grounds: **Motion** to approve a \$700.00 purchase from office supplies funds for a central scanner (S. Mattis, D. Wilcox). All in favor, motion carried.
12. Parks and Recreation Committee: **Motion** to approve the draft 2026-2030 Recreation Plan for public release (L. Ellis, D. Wilcox). All in favor, motion carried.
13. Parks and Recreation Committee: **Motion** to approve a January 20, 2026, Public Hearing to discuss the proposed 2026-2030 Powell Township Recreation Plan (D. Hudson, S. Mattis). All in favor, motion carried.
14. Parks and Recreation Committee: **Motion** to approve a \$230.00 payment from maintenance funds for additional Draver Park bleacher paint and supplies costs (D. Wilcox, S. Mattis). All in favor, motion carried.
15. Parks and Recreation Committee: **Motion** to approve up to \$5,524.00 in payments from donated funds for the 2026 Powell Township Concert Series itemized costs (D. Wilcox, S. Mattis). All in favor, motion carried.
16. Parks and Recreation Committee: **Motion** to approve a \$755.01 payment to Sanders & Czapski Associates from Burns Landing grant funds for beach access

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services and signs (D. Hudson, L. Ellis). All in favor, motion carried.

Public Comment:

- K. Wermager – The Big Bay Stewardship Council had a Season of Sharing fundraiser on Friday with the goal to send all Powell Township school families home with food for winter & spring break. Donations are still coming in, but we are already at over \$3,000. Thank you to everyone who donated and participated.

Board Comment:

- D. Hudson – Willing to sit on the Safe Routes to School Committee and is available Friday afternoons and weekday evening hours.
- D. Wilcox – As we get the new credit card payment system squared away, we will post notifications to the public.

Next Meeting: Regular Board Meeting Tuesday, January 20, 2026, 7:00 P.M.

Adjourn 7:51 P.M.

Minutes prepared by: M. Mramor, Deputy Clerk