

CHARTER TOWNSHIP OF PORTSMOUTH

October 16, 2023 – Regular Meeting

The Charter Township of Portsmouth Board of Trustees held their regular monthly Meeting on Monday, October 16, 2023, in the conference room at 1711 W. Cass Ave. Rd. Bay City, Michigan

Supervisor Pawlak called the meeting to order at 6:00 p.m.

Present: Banaszak, Bukowski, Pett, Corrión, VanDriessche, Kokaly and Pawlak.

Motion by VanDriessche and supported by Pett to approve the agenda with the addition of Planning Commission minutes and the Early Voting Agreement with the County. Motion carried.

PUBLIC COMMENTS:

County Commissioner Herek gave an update on things happening at the County. They are currently working on their budget.

MINUTES:

Motion by Banaszak and supported by Kokaly to approve the minutes of the 9-18-2023 regular meeting. Motion carried.

Motion by VanDriessche and supported by Kokaly to receive the Draft of the 10-12-2023 Planning Commission meeting. Motion carried.

TREASURER'S REPORT:

Motion by Bukowski and supported by Pett to accept the Treasurer's Report and place it on file. Motion carried.

Balance 8-31-2023	\$1,523,909.81
Revenue	68,074.86
Expenses	77,992.07
Changes in W/H	1,682.53
Balance 9-30-2023	\$1,515,675.13

SUPERVISOR'S REPORT:

Carpet and flooring is being installed throughout the building beginning next week. They are starting in the fire department on the 23rd. Offices will likely be closed the 24th thru the 27th.

We are still working on a solution to a leak in both bathrooms.

Bill Bohlen is no longer with the Bay County Dept. of Water & Sewer. Mr. Bohlen's replacement, Ryan Groebel, will be at our November meeting to explain the meter replacements.

Bob, Joe DeWyse and our attorney will be touring the Woys property on the 19th to see if he has satisfied the clean-up requirements given him.

The phragmite issue that was mentioned at last month's meeting has been partially solved for this year. The Road Commission cut some of the ditches.

OLD BUSINESS:

The Master plan survey process is done. About 500 responses were received. Mike from Spicer is reviewing them and will be reviewing them at the 11-9-2023 Planning Commission meeting.

We received the Agreement for Election Services from the County. We agreed, by resolution at our September meeting to enter into the agreement regarding the County Early Voting Site. Supervisor Pawlak suggested having our attorney look at before the Clerk signs. It can be signed after the attorney's approval.

NEW BUSINESS:

A budget meeting is scheduled for November 7, 2023 at 6:00 p.m.

Motion by Pett and supported by Banaszak to pay the approved bills from the General Fund. Yeas: Pett, Banaszak, Bukowski, Corrion, VanDriessche, Kokaly and Pawlak. Nays: None. Motion carried.

COMMITTEE REPORTS:

Chief Stefaniak reported that hydrant flushing will continue through the month of October.

The Department received approval for \$10,000.00 Equipment Grant from the State of Michigan.

The Department would like to spend \$2,500.00 for CPR mannequins, books and videos.

Ken DeWyse, Building Inspector, reviewed 7 building permits that were issued since the September meeting.

Joe DeWyse, Zoning Administrator, submitted a written report regarding miscellaneous violations for the last month.

Motion by Bukowski and supported by VanDriessche to adjourn. Motion carried.

The meeting adjourned at 6:25 p.m.

Robert Pawlak, Supervisor

Judy F. Bukowski, Clerk