

Portland Township
Ionia County, MI
P.O. Box 314
Portland, MI 48875

The Portland Township board met on Tuesday, October 15, 2024 at 6pm for the October board meeting at the Portland Township Hall.

Supervisor Jensen called the meeting to order and the Pledge of Allegiance was recited.

Supervisor Jensen, Trustee Simon and Treasurer Schneider were in attendance. Clerk Keilen attended via phone.

Trustee Simon motioned to approve the agenda seconded by Treasurer Schneider and carried.

Trustee Simon motioned to approve the September 2024 meeting minutes seconded by Treasurer Schneider and carried.

Assessor Kohagen noted the completion of this year's field work.

Zoning Administrator Schneider reviewed his monthly report.

Treasurer Schneider noted the account balances. There were five fire runs for September. There are 475 lots at Sunset Ridge. The quarterly reserve amounts were submitted via email. Additional billing information for fire runs was requested by Treasurer Schneider.

Supervisor Jensen gave a review of the ICTOA meeting. A PAFA update was given.

Supervisor Jensen motioned to approve the election workers for the November 5, 2024 general election submitted via email by Clerk Keilen seconded by Trustee Simon and carried.

Supervisor Jensen motioned to approve the absent voter counting board for the November 5, 2024 election seconded by Trustee Simon and carried.

Trustee Simon motioned to approve the resignation of temporary Treasurer Nic Schneider effective September 30, 2024 seconded by Treasurer Schneider and carried. Newly appointed Treasurer Melanie Schneider took office on October 1, 2024.

Supervisor Jensen motioned to authorize Treasurer Melanie Schneider to be added as an authorized signer to all Portland Township bank accounts; Huntington, Independent, PFCU,

Union and MSUFCU seconded by Trustee Simon and carried. Deputy Treasurer Michelle Schneider and Clerk Charlene Keilen will remain as authorized signers on the accounts.

Supervisor Jensen motioned to approve Treasurer Melanie Schneider to attend the MTA Treasurer training seconded by Trustee Simon and carried.

Trustee Simon motioned to approve the Winter newsletter seconded by Treasurer Schneider and carried.

No action was taken on old business items.

Trustee Simon motioned to approve the payment of bills presented by Clerk Keilen seconded by Treasurer Schneider and carried.

Supervisor Jensen motioned to adjourn at 6:44pm seconded by Treasurer Schneider and carried.

Charlene Keilen
Portland Township Clerk