

Portland Township  
Ionia County, MI  
PO Box 314  
Portland, MI 48875  
Portlandtownship.org

The Portland Township board met on Tuesday, February 20, 2024 at 6pm for the February 2024 board meeting at the Portland Township Hall. Supervisor Jensen called the meeting to order and the Pledge of Allegiance was recited.

All board members were in attendance, Trustee VanLente joined via phone.

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

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

Assessor Kohagen presented the 2024 Poverty exemption guidelines. Treasurer Schneider motioned to approve the Poverty exemption guidelines seconded by Trustee Simon and carried. Trustee Simon motioned to approve and publish the 2024 Board of Review meeting dates seconded by Treasurer Schneider and carried. The assessor mailed out the 2024 notices. One land division item was noted.

Laura Sandborn and Sarah Sandborn inquired of purchasing land from the Township to build a Wellness Center in the Portland Community. Items mentioned were; 2 gymnasiums, a walking track, classes, daycare, pickle ball, soccer, baseball and food services.

Zoning Administrator Schneider covered the monthly zoning report.

Treasurer Schneider gave the account balances. Four Fire runs were noted. The Sunset ridge lots were given at 446 lots. Taxes will go to the County on February 29<sup>th</sup>. A resident's tax payment not being received was discussed. The Treasurer's laptop will need servicing.

Supervisor Jensen gave his monthly report.

Supervisor Jensen motioned to correct the ZBA extension of a term for Timothy Kerekes seconded by Treasurer Schneider and carried.

Clerk Keilen motioned to amend the budget items: Election expense to 7,500, Advertising to 5,000, and P/C salaries to 2,700 seconded by Treasurer Schneider and carried.

The board made a decision to not have volunteers to oversee the monthly recycle site for May, June and July to observe participation and quantity/quality of the recycle material.

Treasurer Schneider motioned to move to a .gov program for the Township seconded by Supervisor Jensen and carried. Treasurer Schneider will initiate this change.

Trustee Simon motioned to approve the PAFA 2024/25 budget seconded by Treasurer Schneider and carried.

Trustee VanLente and Treasurer Schneider will post the Township board Trustee position as being available in November 2024 on the Township's Facebook and website.

Trustee Simon motioned to remove the Deputy Treasurer's position from the Pension plan effective the new fiscal year seconded by Supervisor Jensen and carried. The Deputy Clerk and Treasurer will be paid hourly with no pension benefit.

Trustee Simon motioned to increase the salary by 4% for the Township Trustees, Supervisor and Treasurer and 5% for the Clerk seconded by Supervisor Jensen. A roll call vote was taken; 4-yes, 0-no, 1 absent. Motion approved.

Trustee Simon motioned to pay the Deputy Treasurer \$18 per hour effective the new fiscal year seconded by Supervisor Jensen and carried.

The contract was renewed with Terry Frewen for the sale of the Barnes Rd. property for 1 year.

Neal Swain, President of the Portland Soccer Club presented a proposed land lease for the Grand River/Knox Rd. property. This will be discussed further at the March board meeting.

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

Supervisor Jensen motioned to adjourn at 7:05 pm seconded by Trustee Simon and carried.

Charlene Keilen  
Portland Township Clerk