

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

The December 2020 meeting of the board was held on Wednesday, December 9, 2020 at 6:30 pm remotely, Clerk Keilen attended at the Hall. Supervisor Jensen called the meeting to order and the Pledge of Allegiance was recited. A roll call attendance was taken, all board members were in attendance. Also in attendance remotely was Deputy Treasurer Schneider, Nick Sandborn, Zoning Administrator Vandersloot, Ryan Spitzley, and Eric Simon.

Trustee VanLente motioned to approve the November 2020 meeting minutes seconded by Trustee Simon. All roll call vote was taken, 5-yes, 0-no, motion carried.

Ryan Spitzley requested 2 acres be removed from the PA116 program in section 12, parcel 140-012-000-055-10. Trustee Simon motioned to approve seconded by Trustee VanLente. A roll call vote was taken, 5-yes, 0-no, motion carried.

Resident Eric Simon inquired about the future paving of Lyons Road starting near the Cedar Ridge subdivision to David Hwy. Supervisor Jensen explained the costs involved with this project and noted this is the responsibility of the Ionia County Road Commission. Traffic counts are monitored for road projects considered by the Township Board.

Treasurer Schneider noted the account balances. Fire runs reported for October and November were 7 total-2 billable/5 non-billable. Sun Communities lot occupancies were reported. Winter tax collection progress and 3 Still Meadows special assessment parcels were noted. No action was taken on a request to have return envelopes inserted with tax bills. Future online tax/bill payments were discussed.

No Assessor in attendance.

Supervisor Jensen reviewed the previous months meetings attended and others that canceled.

Zoning Administrator Vandersloot reviewed her monthly report.

Trustee Simon motioned to extend the terms for Board of Review members; Nick Sandborn, Cindy Selden, Matt Robertson and alternates Keith Baker and Russell Franke seconded by Trustee VanLente. A roll call vote was taken; 5-yes, 0-no, motion carried. Clerk Keilen administered the oath for Nick Sandborn.

Supervisor Jensen motioned to extend the terms for Planning Commission members Andrew Huhn, Tony Dixon and board member Sue VanLente seconded by Trustee Simon. A roll call vote was taken; 5-yes, 0-no, motion carried.

Trustee VanLente motioned to extend terms for Zoning Board of Appeals members Kristine Bond and board member Mark Simon seconded by Trustee Simon. A roll call vote was taken; 5-yes, 0-no, motion carried. The Oath was administered for Mark Simon. There is an opening on the ZBA for an alternate.

Trustee Simon motioned to appoint Nicholas Schneider to the Zoning Board of Appeals seconded by Trustee VanLente. A roll call vote was taken; 5-yes, 0-no, motion carried. The Oath was administered for Nicholas Schneider.

Supervisor Jensen motioned to extend the terms for PAMA board members John Baker and Theresa Iskra seconded by Trustee Simon. A roll call voted was taken; 5-yes, 0-no, motion carried.

Trustee VanLente motioned to appoint Nicholas Schneider as Deputy Treasurer seconded by Trustee Simon. A roll call vote was taken; 5-yes, 0-no, motion carried. The Oath was administered for Nicholas Schneider.

Trustee Simon motioned to appoint Pam McCrum as Deputy Clerk seconded by Trustee VanLente. A roll call vote was taken; 5-yes, 0-no, motion carried.

Clerk Keilen Administered Oaths for board members Mark Simon, Sue VanLente and Michelle Schneider. The Oath for Supervisor Jensen was administered after the adjournment of the meeting at the Township Hall. Supervisor Jensen administered the oath for Clerk Keilen at the Township Hall as well.

The board discussed the bill from the ICRC pertaining to culverts that were replaced or installed on Marsalle Road and Goodwin Road. The gravel charged is part of the gradall agreement (materials, not labor). Kevin Simon requested 3 driveway culverts on Goodwin Rd. Clerk Keilen motioned to pay for 1/3 of the cost of these 3 culverts with gravel seconded by Supervisor Jensen. A roll call vote was taken; 4-yes, 1-no, motion carried.

The board discussed using permanent emails for each board member position. No action was taken at this time.

Trustee Simon motioned to approve resolution #12-9-20 to adopt amendments to part 3 of the Portland Township Code of Ordinances regarding Zoning Ordinance text amendments to articles 2,5 and 15 which incorporates Ordinance #100-12-20 seconded by Trustee VanLente. A roll call vote was taken; 5-yes, 0-no, motion carried.

The board discussed future land purchase opportunities. Supervisor Jensen will create a spreadsheet for comparing items of interest.

Trustee Simon motioned to pay the bills presented by Clerk Keilen seconded by Trustee VanLente. A roll call vote was taken; 5-yes, 0-no, motion carried.

Supervisor Jensen motioned to adjourn at 7:54 pm seconded by Trustee VanLente, motion carried.

Charlene Keilen
Portland Township Clerk