

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

The Portland Township board met on Tuesday, January 16, 2024 at the Portland Township Hall for the January 2024 board meeting. Supervisor Jensen called the meeting to order and the Pledge of allegiance was recited. All board members were in attendance except for Trustee Simon and Treasurer Schneider.

Supervisor Jensen motioned to excuse Treasurer Schneider seconded by Clerk Keilen, motion carried.

Supervisor Jensen motioned to excuse Trustee Simon seconded by Trustee VanLente, motion carried.

Trustee VanLente motioned to approve the agenda seconded by Supervisor Jensen and carried.

Trustee VanLente motioned to approve the December 2023 meeting minutes seconded by Clerk Keilen and carried.

Assessor Kohagen gave his monthly report.

Zoning Administrator Schneider gave a review of his monthly report.

Supervisor Jensen motioned to extend the terms for Kristine Bond and Theresa Iskra on the Zoning board of appeals seconded by Trustee VanLente and carried.

The Treasurer monthly report was submitted via email.

Supervisor Jensen noted the ICTOA meeting topics. The 2024/2025 Fire budget will increase by about \$20,000.00. Supervisor Jensen is working on the safe routes to school grant for the pathway from Sun Communities with the ICRC.

Supervisor Jensen motioned to approve resolution #1-16-24 to make changes to the Zoning application fees and make changes to the escrow fund requirements for certain zoning applications and developments seconded by Trustee VanLente. A roll call vote was taken; 3-yes, 0-no, and 2 absent, motion approved.

Trustee VanLente motioned to approve the election workers for the February 27th election seconded by Supervisor Jensen and carried.

Trustee VanLente motioned to authorize Portland Township residents to participate in the annual Portland City cleanup day seconded by Clerk Keilen and carried.

Clerk Keilen motioned to contribute \$5,000 to the PASG for 2023-2024 seconded by Trustee VanLente and carried.

Supervisor Jensen motioned to contribute \$8,000 to the recreation program for the City of Portland for Portland Township residents seconded by Trustee VanLente and carried.

Trustee VanLente motioned to contribute \$2,500 to the IMSAFE program for Ionia County seconded by Clerk Keilen and carried.

Supervisor Jensen motioned to approve the annual road maintenance agreement with the ICRC seconded by Trustee VanLente and carried.

Supervisor Jensen motioned to amend the budget items for the 2023-2024 budget for; clerk postage to 1,500, treasurer postage to 2,500, election salaries to 4,000, election expenses to 6,000, PAMA bldg. mtx. to 100,000 and P/C salaries to 2,500 seconded by Trustee VanLente and carried.

Clerk Keilen motioned to pay the deputy clerk \$18 per hour seconded by Supervisor Jensen and carried.

Clerk Keilen motioned to approve an increase of \$1 for election workers and election chairpersons seconded by Supervisor Jensen and carried.

Supervisor Jensen will meet with the Danby Township Supervisor and the City of Portland Manager to discuss the utility expenses for the ambulance department being paid by PAFA.

Trustee VanLente motioned to pay the bills presented by Clerk Keilen seconded by Supervisor Jensen and carried.

Supervisor Jensen motioned to adjourn at 7:13pm seconded by Trustee VanLente and carried.

Charlene Keilen
Portland Township Clerk