

# Portland Township News

Summer 2024

773 East Grand River

P.O. Box 314

Portland, MI 48875

[www.portlandtownship.org](http://www.portlandtownship.org)

## Update on Township Hall

The Portland Township Board continues to move forward with plans for the new Township Hall, but in cautious and careful ways. Money that was received from the Federal Government in 2021 as part of the American Recovery Plan Act (ARPA) will be used this summer to construct the driveway, parking area, and recycling area. This entrance will be located on the southernmost edge of the property, off Knox Road.

The Spicer Group is in the process of drawing up detailed plans for the new building. An application is being prepared to apply for a mortgage through the USDA Rural Development Community Fund program.

## Reminder About Burning Permits

A reminder to all Portland Township residents, that you must have a burning permit for ALL open burning. The application for the permit can be found on the Portland Area Fire Authority website: <https://www.portland-firemi.com/>.

This form will need to be completed each year and is valid until December 31. You may not burn without a permit!

After obtaining your permit you will still need to call 517-647-4111 prior to burning to be sure that there are no burning bans in effect. You are responsible for any and all damage caused by your burning even with a permit. You may also be charged with fines and/or cost of services for failure to comply with all State, City, and Township laws and ordinances.

The PAFA website also contains information on what can and cannot be burned, etc.

## PAFA to Order New Pumper Truck

Portland Township along with Danby Township and the City of Portland make up the Portland Area Fire Authority (PAFA). PAFA oversees the budget and planning for the fire department, and has been very proactive at anticipating vehicle and equipment replacements. As part of their long-term plan, they will soon be ordering a new pumper truck to replace the current truck that was manufactured in 1991.

This will be the third new truck purchased since 2015 and should be the last large truck that will be needed for the foreseeable future. There are plans to replace some smaller brush trucks plus continue contributing to a vehicle replacement fund to reduce future interest expense.



### Property for Sale

Portland Township currently has the following parcels for sale:

Barnes Road (between Maynard and Divine) 4.45 acres located just outside of town. This would be a great building site with lots of space for kids and animals. Less than half mile from a black-topped road, it has been surveyed and perked. Private/shared driveway already installed. Asking \$95,000. Contact Terry Frewen 517-647-7511.

Grand River Avenue just west of the City Limits. 21 acres of farm land contains 360' of frontage on Grand River Avenue. Would be a great area for medium density residential and/or commercial sites. Asking \$399,000. Contact Nick Sandborn 517-420-8352.

### Are You Looking for a Way to Serve Your Township?

Do you have an interest in Township governance? Would you like to serve your Township and its residents by sitting on one of the Township Boards or Committees?

A few years ago residents were asked to add their names to a list that could be utilized for future vacancies. Many responded, and many on that list have been called upon. At this time, the list needs to be replenished. Most of the positions require just a few hours per year, and volunteers are compensated for their time.

If you would like to add your name to the new list, please contact Charlene Keilen, [portownship@att.net](mailto:portownship@att.net) or (517) 647-6643.



# Upcoming Elections Information

**Dates for 2024 Elections:** August 6, November 5.

**Location for Voting:** Westwood Elementary School Gymnasium, 883 Cross Street. Polls will be open from 7 am-8 pm.

**Absentee Ballot Info:** Absentee ballots will have return postage attached. You no longer need to apply postage.

**New Drop Box for Absentee Ballots:** A new state-provided, secure drop box has been installed at the front of the Township Hall, 773 E. Grand River Avenue (the box faces Grand River Avenue, in front of the Emergency Services Building). All absentee ballots should be mailed or dropped in the new drop-box. There is no drop box at the Clerk's home on Goodwin Road.

**For complete information on Michigan elections, please visit [www.michigan.gov/vote](http://www.michigan.gov/vote)**

## Tax Collection Information

### New Drop Box for Tax Payments

The drop box for your property taxes has moved to 773 E Grand River Avenue, in the front of the Emergency Services Building. There is now one central drop box for all election and tax material. There is not a drop box at the Treasurer's home.

### Postmark Does Not Prevent Interest/Fees

You can still mail your taxes to Clerk Michelle Schneider, 9770 Marsalle Road, but please note that payments made by mail often are late to arrive. By law, postmark dates do not count. **Your payment MUST BE RECEIVED by the due date.** If your payment is received after the due date, interest and fees will be applied. Please allow two weeks for delivery to prevent interest and fees, or mail your payment via certified mail.

### Pay Online

Please note that in lieu of mailing, you can pay online at [portlandtownship.org](http://portlandtownship.org) or you can put your payment into the drop box, as described above.

Please do not call to verify your check has been received as checks will not be cashed immediately. We appreciate your patience.

### When to Call the Assessor

If you have mailing address changes, questions regarding your assessed amount, or name changes please contact our assessor, Jason Kohagen, at 989-383-0306. Please note that you cannot change ownership of your parcel through the township.

## Online Payment OPTIONS

### CREDIT CARD



➤ Convenience Fee  
3% (minimum fee \$2.00)

### E-CHECK

➤ Convenience Fee  
\$3.00 Flat Fee

pay online go to  
[www.portlandtownship.org](http://www.portlandtownship.org)  
and click on ONLINE PAYMENT

## Portland Township Board Meets 3rd Tuesday, 6:00 p.m.

**Supervisor, Chris Jensen**  
[portlandtscjensen@gmail.com](mailto:portlandtscjensen@gmail.com)  
(517) 647-2479

**Clerk, Charlene Keilen**  
[portownship@att.net](mailto:portownship@att.net)  
(517) 647-6643

**Treasurer, Shelly Schneider**  
[ptowntreas@gmail.com](mailto:ptowntreas@gmail.com)  
(517) 647-2075

**Trustee, Sue Vanlente**  
[suevanlente@gmail.com](mailto:suevanlente@gmail.com)  
(517) 575-8000

**Trustee, Mark Simon**  
[mgsimon@wowway.com](mailto:mgsimon@wowway.com)  
(517) 647-4892

**Planning Commission  
Meets first Wednesday of March, June,  
September and December at 7:00 pm**

Chair, Ross Schneider  
Vice Chair, Andrew Huhn  
Secretary, Sue Vanlente (Township liaison)  
Tony Dixon  
Marcy Lay  
Evelyn Walkington-Jensen  
Mike Kolp

**Zoning Board of Appeals  
Annual Organizational Meeting  
second Wednesday of each January at  
6:00 pm, then as needed.**

Chair, Kris Bond  
Secretary, Evelyn Walkington-Jensen  
Mark Simon (Township liaison)  
Theresa Iskra  
Tim Kerekes  
Alternate (Vacancy)

**Board of Review  
Meets in December, March, and July**

Chris Jensen  
Cindy Selden  
Nick Sandborn  
Matt Robertson  
Alternate, Bill Emelander  
Alternate, (Vacancy)

**Zoning Administrator**  
Nicholas Schneider  
(616) 755-8527  
[portlandtownzoning@gmail.com](mailto:portlandtownzoning@gmail.com)

**Assessor**  
Jason Kohagen  
(989) 383-0306  
[jkohagen@bsasoftware.com](mailto:jkohagen@bsasoftware.com)

**PAMA Board Representatives**  
Shelly Schneider & Marcy Lay

**PAFA Board Representatives**  
Chris Jensen & Bill Stegenga

**Library Board Representatives**  
Kathy Cook & Robert Weller



@Portland Township MI