

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
FOR BOARDS AND COMMISSIONS APPLICANTS
OCTOBER 5, 2021**

Mayor Patricia Randall called the Board and Commission Interview session to order at 05:15 PM. The meeting was held in a partially virtual format as permitted by PA 228, in accordance with the December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall and Councilmembers Chris Burns, Vic Ledbetter (virtual), Claudette Reid (virtual), and Terry Urban (virtual) were present. All virtual members participated from Portage, Michigan with the exception of Councilmember Ledbetter in Texas Township, Michigan. Mayor Pro Tem Jim Pearson and Councilmember Lori Knapp were absent with excuse. Also in attendance were Acting City Manager Adam Herringa (virtual), Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

SENIOR CITIZENS ADVISORY BOARD INTERVIEWS: From 5:15 p.m. to 5:35 p.m., City Council interviewed Sarah Colgan, Linda Ciampi, Jean Balazs, and Trudy Riker for the Senior Citizens Advisory Board. At the request of Mayor Randall, Clerk Eklov provided an overview of the Senior Citizen Advisory Board and highlighted the new Senior Center construction project. Clerk Eklov also noted that current member Bill Wierenga was interested in a re-appointment but was unable to attend due to a prior conflict. Councilmember Urban noted Ms. Riker's re-appointment would ultimately exceed the ten-year service limit.

ENVIRONMENTAL BOARD INTERVIEWS: From 5:35 p.m. to 5:50 p.m., City Council interviewed Jerry Kroehn, Thomas Shaffer, John Dillworth, Nicole Reid, Justin Gish, and Chad Oberdoerster for the Environmental Board. Current Board Member Jerry Kroehn summarized the role of the Environmental Board at the Mayor's request. Applicant Charles Mosser stated he was withdrawing his application to the Environmental Board in light of the other boards that interested him. Mr. Gish noted he would resign his current position on the Board of Review if appointed to the Environmental Board. Mayor Randall then asked Mr. Dillworth to rank his preference for serving on the Environmental Board, noting he had originally applied to the Human Services Board and EDC/TIFA/BRA. Councilmember Urban noted the EDC/TIFA/BRA meets infrequently.

HISTORIC DISTRICT COMMISSION INTERVIEWS: From 5:50 p.m. to 6:00 p.m., City Council interviewed Nick Meyle, Katie vanLonkhuyzen, Charles Mosser, and Jean Balazs for the Historic District Commission. At the request of Mayor Randall, City Clerk Eklov provided a summary of the Commission and noted that re-appointment of current members Suzanne Nemeth and Ms. vanLonkhuyzen would ultimately see both exceed the ten-year service limit. Clerk Eklov also highlighted that the Code of Ordinances requires that the Commission also include an architect and a historic homeowner. Ms. vanLonkhuyzen noted that she currently fulfills the historic homeowner requirement. Mayor Randall asked Mr. Mosser's preference between the Historic District Commission and the Park Board since he had applied for both. He responded that the Park Board was his first choice.

HUMAN SERVICES BOARD INTERVIEWS: From 6:00 p.m. to 6:08 p.m., City Council interviewed Erin Tornello, John Dillworth, Linda Ciampi, and Jihan Young for the Human Services Board. At the Mayor's request, City Clerk Eklov provided an overview of the Board's focus. Councilmember Burns highlighted the Board's unique role in providing funding and grant award recommendations to the City Council and asked whether any of the applicants expected to have a conflict of interest. The applicants responded they would not.

PARK BOARD INTERVIEWS: From 6:08 p.m. to 6:14 p.m., City Council interviewed Daniel Jassim, Timothy Young, Chelsea Huber, and Charles Mosser for the Park Board. Mayor Randall asked

current member Mr. Young about his favorite Board event. Ms. Huber noted her prior service on the Environmental Board.

EDC/TIFA AND BRA INTERVIEWS: From 6:14 p.m. to 6:16 p.m., City Council discussed the Economic Development Corporation/Tax Increment Finance Authority and Brownfield Redevelopment Authority. City Clerk Eklov noted current member Keith Lewandowski was interested in reappointment but was unable to attend due to illness and prior interviewee, John Dillworth, chose not to remain for this particular interview but remained interested in an appointment.

ZONING BOARD OF APPEALS INTERVIEWS: From 6:16 p.m. to 6:20 p.m., City Council interviewed Winifred Kurtz for the Zoning Board of Appeals. At the request of the Mayor, Clerk Eklov summarized the Board's duties. Applicant Madison Bronkan withdrew her application from the Zoning Board of Appeals consideration, noting her interest in the Planning Commission. Councilmember Burns asked the City Clerk to explain the Board vacancies noted as alternate positions. Ms. Kurtz maintained her interest in serving on the Board.

PLANNING COMMISSION INTERVIEWS: From 6:20 p.m. to 6:35 p.m., City Council interviewed Winifred Kurtz, Madison Bronkan, and Spencer O'Dell for the Planning Commission. At the request of the Mayor, current Planning Commissioner Rick Freiman summarized the commission's responsibilities. Ms. Kurtz noted she preferred to serve on the Zoning Board of Appeals as opposed to the Planning Commission. Councilmember Reid inquired whether Mr. O'Dell's employer, AR Engineering, would create a conflict of interest in serving on the commission. Mr. O'Dell responded that he expected instances in which he would need to recuse himself. Councilmember Urban asked Ms. Bronkan to reconsider an appointment to the Zoning Board of Appeals. She confirmed her interest remained with the Planning Commission.

PUBLIC COMMENT: None.

BOARD AND COMMISSION APPOINTMENT DISCUSSION: City Council then deliberated as to which applicants should be appointed to the various boards and commissions.

ADJOURNMENT. Mayor Randall adjourned the meeting at 06:53 PM.

Erica L. Eklov, City Clerk