

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
BOARD & COMMISSION INTERVIEWS
JANUARY 23, 2024**

Mayor Patricia Randall called the Board and Commission Interview session to order at 5:30 PM in Conference Room #1 at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Victor Ledbetter, Nicole Miller, Terry Urban, Jihan Young, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: None.

ALSO PRESENT: City Manager Pat McGinnis, City Clerk Erica Eklov and Administrative Assistant Aaron Thiel.

BOARD OF REVIEW - 6 EXPIRING TERMS: At 5:30 p.m., returning Board of Review members Carol Eddy, Keith Hearit, and Leonard Lamberson attended. Mayor Randall inquired about training options. Mr. Hearit confirmed the City Assessor's Office communicates the training dates, especially this year as the state has made it mandatory. Mayor Randall then inquired whether the Council could provide any additional assistance to the Board. Mr. Lamberson responded. Mayor Pro Tem Pearson asked whether the dual-pod system remained effective in light of the workload. All members confirmed the structure was effective. There was additional discussion regarding the appeals process.

ECONOMIC DEVELOPMENT CORPORATION/TAX INCREMENT FINANCE AUTHORITY AND BROWNFIELD REDEVELOPMENT AUTHORITY (EDC/TIFA/BRA) - 2 EXPIRING TERMS, 1 VACANCY: At 5:47 p.m. the City Council reviewed the status of the EDC/TIFA/BRA. There were no applicants present. Clerk Eklov reviewed the returning members, noting Mr. Lenehan was unable to attend due to the weather and Mr. Lewandowski had reached ten years of service during his last term. The Clerk also explained that applicant Justin Gish had been previously appointed by the Council to two other city boards but had resigned before the end of his terms and was looking for a new position. Discussion followed regarding Mr. Lewandowski's term. The Council reached a consensus to address the vacancy with the new applicants in person at a later date.

ENVIRONMENTAL BOARD - 1 VACANCY: At 5:50 p.m. applicants Shirley Wahmhoff, Mark McKeon, David Bergher, and Martin Atherton attended. Environmental Board Chair Lauren Tompkins was also in attendance. At the Mayor's request, each applicant summarized their background, and Ms. Tompkins provided a brief update regarding the Board's current efforts.

HISTORIC DISTRICT COMMISSION - 4 EXPIRING TERMS: At 5:58 p.m. in the absence of applicants present, the City Council discussed the positions for the Historic District Commission. Mayor Randall inquired about member Maytnier's length of service. Mayor Pro Tem Pearson asked for clarification regarding member Rice's re-appointment, to which Administrative Assistant Thiel responded. Subsequently, at 6:43 p.m., the Council interviewed returning member Martha Deming Maytnier.

SENIOR CITIZENS ADVISORY BOARD - 1 VACANCY (ALTERNATE): At 6:04 p.m. the City Council interviewed applicant Shirley Wahmhoff. Mayor Randall asked Ms. Wahmhoff for her preference between her selected boards, to which Ms. Wahmhoff confirmed the Senior Citizens Advisory Board was her preferred choice. Mayor Randall asked the Clerk to provide the Board's meeting details. Councilmember Ledbetter asked Ms. Wahmhoff about her nursing background. At the Mayor's request, Councilmember Young provided Ms. Wahmhoff with an explanation of the Human Services Board, which was Ms. Wahmhoff's second choice on her application. At Councilmember Urban's

request, Ms. Wahmhoff provided additional details regarding her background in cognitive based compassion training.

ZONING BOARD OF APPEALS - 1 VACANCY, 1 VACANCY (ALTERNATE), 1 EXPIRING TERM

(ALTERNATE): At 6:20 p.m. the City Council interviewed applicants John Sloan and David Bergher, as well as current alternate member Michael Reedy. Councilmember Urban asked the new applicants to identify their preferred boards, as well as described the difference between the vacant position and Alternate positions.

PLANNING COMMISSION - 1 VACANCY: At 6:27 p.m. applicants Matt Longjohn, Mark McKeon, and Jason (Jay) Woodhams were interviewed. Candidates summarized their backgrounds and relevant experiences. Councilmember Urban asked the applicants if they had been involved in any of the current Master Plan update meetings.

HUMAN SERVICES BOARD - 1 VACANCY: At 6:35 p.m. City Council interviewed applicant Pamela Kanhouse. At the Mayor's request, Councilmember Young provided an overview of the Human Services Board focus, noting the annual service organization application reviews.

BOARD AND COMMISSION APPOINTMENTS DISCUSSION: The Council agreed to reappoint the returning members of the Board of Review. Regarding the EDC/TIFA/BRA, there was a consensus to await a new appointment until the applicants could interview in person while reappointing Bill Lenehan and Keith Lewandowski. Councilmember Young inquired about a partial term for Mr. Lewandowski in light of his existing length of service, but the other members agreed to continue him for one more full term. Concerning the Historic District Commission, Councilmembers recommended reappointing the returning members and continuing the search for the remaining vacancy. The Council then reached a consensus to reappoint former Alternate Michael Reedy to the partial, full membership term, while appointing David Bergher and John Sloan as the new Alternates to the Zoning Board of Appeals. There was agreement by the Council to appoint Pamela Kanhouse to the Human Services Board partial term vacancy. Following discussion, it was the consensus of the Council that Martin Atherton was the best candidate for the Environmental Board position, while applicant Matt Longjohn should be appointed to the Planning Commission.

STATEMENTS OF CITIZENS: None.

ADJOURNMENT: Mayor Randall adjourned the meeting at 6:50 p.m.

Erica L. Eklov, City Clerk