



**PROPOSED AGENDA  
REGULAR MEETING OF THE PORTLAND CITY COUNCIL**

7:00 p.m. Monday, August 3, 2015  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Motion
7:03 PM	<b>IV. <u>Public Comment</u></b> (5 minute time limit per speaker)	
7:08 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u></b> - None	
	<b>VII. <u>Public Hearing(s)</u></b> - None	
	<b>VIII. <u>Old Business</u></b> - None	
	<b>IX. <u>New Business</u></b>	
7:20 PM	<b>A.</b> Proposed Resolution 15-56 Approving Pay Request No. 5 to the Michigan Depart of Transportation for Work Performed on the Cutler Road Project	Motion
7:22 PM	<b>B.</b> Proposed Resolution 15-57 Approving a Proposal from the Utilities Instrumentation Service to Upgrade the SCADA System for the City's Water Department	Motion
7:25 PM	<b>C.</b> Proposed Resolution 15-58 Approving the Michigan Public Power Agency's (MPPA) Recommendation for the City's Board of Light and Power to Join the GridLiance Service Committee	Motion
7:30 PM	<b>D.</b> Proposed Resolution 15-59 Approving the Board of Light and Power's Recommendation to have GRP Engineering, Inc. Complete a System Coordination Study	Motion
7:33 PM	<b>E.</b> Proposed Resolution 15-60 Approving the Board of Light and Power's Recommendation to Purchase Electrical Conduit from Municipal Supply Co.	Motion
7:35 PM	<b>F.</b> Proposed Resolution 15-61 Approving the Board of Light and Power's Recommendation to Approve An Energy Purchase Through the Michigan Public Power Agency	Motion
7:38 PM	<b>G.</b> Proposed Resolution 15-62 Confirming the Mayor's Appointment to City Boards and Commissions	Motion
	<b>X. <u>Consent Agenda</u></b> –	
	<b>A.</b> Minutes & Synopsis from the Regular City Council Meeting held on July 20, 2015	
	<b>B.</b> Payment of Invoices in the Amount of \$212,937.95 and Payroll in the Amount of \$144,639.26 for a Total of \$357,577.21	Motion

<b>Estimated Time</b>
7:45 PM
7:45 PM
7:50 PM
7:55 PM

- C. Purchase Orders over \$5,000**
  - 1. Fleis & VandenBrink in the amount of \$11,832.46 for Kent Street Engineering Services
  - 2. Strain Electric Co. in the amount of \$5,292.60 for Traffic Signal Repairs as a Result of Tornado Damage
  - 3. Tri-County Electric Cooperative in the amount of \$6,445.65 for Mutual Aid Assistance after the Tornado
  - 4. Pleune Service Company in the amount of \$12,844.00 for Replacement of the 7.5 Ton Trane Condenser at City Hall as a Result of Tornado Damage

**XI. Communications**

- A. Board and Commission Application from Doug Logel Sr.
- B. Utility Billing Report for June 2015
- C. Flood News for Michigan Floodplain Managers
- D. MML Annual Meeting Notice
- E. Ionia County Board of Commissioners Agenda for July 28, 2015

**XII. Other Business - None**

**XIII. City Manager Comments**

**XIV. Council Comments**

**XV. Adjournment**

<b>Action Requested</b>
Motion

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-56**

**A RESOLUTION APPROVING PAY REQUEST NO. 5 TO THE MICHIGAN  
DEPARTMENT OF TRANSPORTATION FOR WORK PERFORMED ON THE  
CUTLER ROAD PROJECT**

**WHEREAS**, the Cutler Road Project is administered through the Michigan Department of Transportation (MDOT) because the project will be partially funded by federal funds; and

**WHEREAS**, through MDOT's bid letting process, the City awarded a contract in the amount of \$706,740.03 to E.T. MacKenzie Company to make certain improvements to Cutler Road; and

**WHEREAS**, MDOT has submitted Pay Request No. 5 requesting a payment in the amount of \$52,313.90 for work performed, a copy of Pay Request No. 5 is attached as Exhibit A; and

**WHEREAS**, the City Engineer on this Project has reviewed Pay Request No. 5 and is recommending that the City Council approve payment in the amount of \$52,313.90, a copy of the engineer's letter is attached as Exhibit B.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves the City Engineer's recommendation to approve Pay Request No. 5 and authorizes payment in the amount of \$52,313.90 to the Michigan Department of Transportation, a copy of the engineer's letter is attached as Exhibit B.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

\_\_\_\_\_  
**Monique I. Miller, City Clerk**



# INVOICE

10111 Ref No. AP 379103  
PORTLAND, CITY OF  
259 KENT ST  
PORTLAND, MI 48875-1495

Invoice Number: AP 379103  
Invoice Date: July 17, 2015  
Payment Due: August 16, 2015  
Phone: (517) 373-0416

**Invoice Item**

**Total Cost**

LOCAL PROGRESS BILLINGS

\$52,313.90

SEE ATTACHED DETAIL

PAYMENT DUE AS SPECIFIED IN THE SIGNED AGREEMENT

Total: \$52,313.90

MDOT Fed. Id.: 38-6000134

Federal item No.: HH9578

Job No.: 124536AA  
(Detach Here)

Payment Due: August 16, 2015

MAKE CHECK OR MONEY ORDER PAYABLE TO: STATE OF MICHIGAN - MDOT

TO ENSURE PROPER CREDIT, SEND THIS PORTION WITH PAYMENT TO:

MICHIGAN DEPT. OF TRANSPORTATION  
ATTENTION: FINANCE CASHIER  
PO BOX 30648  
LANSING, MI 48909

(Please note or make any mailing corrections below)

PORTLAND, CITY OF  
259 KENT ST  
PORTLAND, MI 48875-1495

INVOICE NO:  
AP 379103

For Cashier's Use Only:

**Exhibit**  
**A**

Total Due: \$52,313.90

FEDERAL ITEM	HH9578	
B NUMBER	124536A	
AGREEMENT NO.	145475	
NAME / ADDRESS	010111	
RECEIPT CODE	899-14-00 899-92-203	
Bill NUMBER	5	
LOCALITY	CITY OF PORTLAND 14-2510	
DESCRIPTION	CITY OF PORTLAND; A) RECON WORK ALONG CUTLER RD. B) WATERMAIN, SANITARY SEWER, & PROPOSED DRIVEWAY WORK	
CONTRACT AWARD		706,240.03
OTHER COST		500.00
TOTAL ESTIMATED PROJECT COST		706,740.03
ESTIMATED FEDERAL PARTICIPATION		375,000.00
ESTIMATED STATE PARTICIPATION		0.00
ESTIMATED LOCAL PARTICIPATION		331,740.03
ADVANCE BY LOCAL		0.00
ESTIMATED BILLABLE TO LOCAL		331,740.03
LOCAL CONTRACT COST TO DATE		318,351.16
LOCAL OTHER COST TO DATE		49.31
TOTAL LOCAL COST TO DATE		318,400.47
PREVIOUS BILLED		266,086.57
BALANCE OF ADVANCE BY LOCAL		0.00
LOCAL CURRENT MONTH CONTRACTOR COSTS		52,313.90
LOCAL CURRENT MONTH OTHER COSTS		0.00
TOTAL LOCAL BILL AMOUNT		52,313.90



July 27, 2015

Mr. S. Tutt Gorman, City Manager  
City of Portland  
259 Kent Street  
Portland, MI 48875

**Project: Cutler Road Improvements – MDOT Local Agency Project No. 124536A**

Dear Mr. Gorman:

Attached is a copy of MDOT's Description Report from MDOT and a breakdown on the sanitary sewer and water main portion from us for MDOT's Bill #5.

Based on our knowledge of the work completed on the project, and the methods used by MDOT to calculate the bill amount, we recommend that the City pay MDOT's Bill #5 in the amount of \$52,313.90.

If there are any questions, please call.

Sincerely,

FLEIS & VANDENBRINK

Steven R. Vanden Brink, P.E.  
Project Manager



PURCHASE ORDER

CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO

SHIP TO

Michigan Department of Transportation

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
2/17/15						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	MDOT Bill # 5- Cutler Rd.					
	203-452-804.012					33,399.10
	590-441-804.012					7,708.00
	591-441-804.012					11,206.82
						<u>52,313.92</u>

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

\_\_\_\_\_  
AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-57**

**A RESOLUTION APPROVING A PROPOSAL FROM THE UTILITIES INSTRUMENTATION SERVICE TO UPGRADE THE SCADA SYSTEM FOR THE CITY'S WATER DEPARTMENT**

**WHEREAS**, the Portland Water Department is currently dependent upon a 14-year old SCADA (Supervisory Control & Data Acquisition) operating system for monitoring gauges and controls at each tower or well house located throughout the City. Due to its age, the current SCADA system is no longer supported by software;

**WHEREAS**, the DPW Foreman, Ken Gensterblum and Water Technician, Rod Smith recommend that Council approve the proposal from Utilities Instrumentation Service to upgrade the City's SCADA system for the amount of \$15,225.00, as outlined in Exhibit A.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves the proposal from Utilities Instrumentation Service to upgrade the City's SCADA system for the amount of \$15,225.00, as outlined in Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

\_\_\_\_\_  
**Monique I. Miller, City Clerk**



June 4, 2015

Mr. Ken Gensterblum  
Portland Light & Power Board  
451 Morse Drive  
Portland, MI 48875

Phone: (517) 647-2948  
Email: kengensterblum@portland-michigan.org  
Fax: (517) 647-2954  
Number of Pages Faxed: 1

591,441.980001

**Quote Description: SCADA Upgrades**  
**Quotation # 140341R2 (2<sup>nd</sup> Revision)**

Dear Mr. Gensterblum:

UIS SCADA is pleased to submit our quote to upgrade your SCADA system:

**Upgrade HMI with CR E and New Motorola ACE3600 FIU**

- Provide one (1) CR E subscription and necessary programming to display data, as currently viewed on existing Wonderware HMI screens.
- At the DPW, furnish and install one (1) Cellular modem with antenna to connect with the CR E HMI.
- Furnish and install one (1) Motorola ACE3600 FIU without I/O to upgrade the Existing FIU to allow for DNP3 Protocol.
- Furnish and install one (1) new Windows 7 computer with 21" monitor.
- Provide necessary labor to link new computer to existing network printer.
- Provide programming to setup CR E alarming.
- Provide first year of CR E subscription and cellular fees; currently \$1,690.00 per year.
- Provide necessary training.
- Provide startup services.

Our price for this scope of work is \$15,225.00.

This price is based on straight time during normal hours of 8:00 A.M. to 4:30 P.M., Monday through Friday.

**Exhibit**  
**A**



**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-58**

**A RESOLUTION APPROVING THE MICHIGAN PUBLIC POWER AGENCY'S  
(MPPA) RECOMMENDATION FOR THE CITY'S BOARD OF LIGHT AND POWER  
TO JOIN THE GRIDLIANCE SERVICE COMMITTEE**

**WHEREAS**, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

**WHEREAS**, the MPPA has established a new committee named the GridLiance Service Committee and has recommended that the City's Board of Light and Power join the committee. This new service committee will be exploring opportunities to reduce our transmission costs and improve reliability through the transmission system; and

**WHEREAS**, at its regularly scheduled meeting on July 28, 2015, the Board of Light and Power passed a recommendation to City Council to join the GridLiance Service Committee as recommended by the MPPA, a copy of a letter from Electric Superintendent, Mike Hyland is attached as Exhibit A.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council hereby approves the Michigan Public Power Agency's (MPPA) recommendation for the City's Board of Light and Power to join the GridLiance Service Committee as recommended by Board of Power and Light, a copy of a letter from Electric Superintendent, Mike Hyland is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

**Mike Hyland**

**From:** Brent Henry [BHenry@mpower.org]  
**To:** Mike Hyland  
**Subject:** RE: gridalliance



Portland 2015 REP  
Report.pdf (... Attachment

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From: Brent Henry  
Sent: Monday, July 27, 2015 9:10 PM  
To: Mike Hyland  
Subject: RE: gridalliance

Hi Mike,

I'll be in the office Tuesday so feel free to reach out to me.

The GridLiance Service Committee is for all members. There are two ways to participate (and maybe more) where one is to actually have them do work on your system for which they may offer a better price than ITC might, and the other way is to invest dollars on projects elsewhere and you will get the guaranteed rate of return on that investment as a transmission owner. In your situation, if you ever needed a second interconnect or were interested in bypassing Consumers altogether and connecting directly to ITC, you could use GridLiance to bid on the work. The investment option would give you a current rate of return of about 10% while borrowing costs run about 4% so it is kind of a no-brainer. I recommend that you participate.

My take was that Pete said that he sent reports to the MPSC on your RPS status. Whether he shared them with you or not, I can't say. I've attached to this email the report that was filed at the Commission on your behalf. I will be following-up with you on exactly where you stand today, then again where you would stand if the requirement goes up to 15% or 20%. I haven't started this, but will be soon.

Brent

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From: Mike Hyland [mikehyland@portland-michigan.org]  
Sent: Monday, July 27, 2015 3:20 PM  
To: Brent Henry  
Subject: gridalliance

Brent,

A couple of things if you have the time,

1-Is there an opportunity for Portland to be in this service committee (gridalliance), or is it for the big utilities.

2-At the last meeting Pete indicated that he sent reports to the cities, letting them know where their power supply stands, ( discussion about landfill gas & renewables) I looked on the Portal under reports, but didn't find anything that would pertain to this. This had to do with if, i.e. needed or didn't need more renewables.

Mike

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-59**

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S  
RECOMMENDATION TO HAVE GRP ENGINEERING, INC COMPLETE A  
SYSTEM COORDINATION STUDY**

**WHEREAS**, the City's Electric Department routinely evaluates its electrical distribution system to maximize efficiency and to proactively reduce transmission costs and improve reliability of the transmission system; and

**WHEREAS**, GRP Engineering, Inc. has submitted a proposal for conducting a System Coordination Study for \$19,000.00 (attached as Exhibit A); and

**WHEREAS**, at their regular meeting on Tuesday, July 28, 2015, the Board of Light and Power voted unanimously to recommend to the Portland City Council to approve GRP Engineering, Inc.'s proposal to conduct the System Coordination Study for the City of Portland's Electric Department, a copy of a letter from Electric Department Superintendent Mike Hyland representing this recommendation is attached as Exhibit B.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves the Board of Light and Power's recommendation to approve GRP Engineering, Inc.'s proposed System Coordination Study at the cost of \$19,000.00, as outlined on Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

July 24, 2015

Mr. Mike Hyland  
Electric Director  
City of Portland  
259 Kent Street  
Portland, MI 48875

**RE: System Coordination Study  
Engineering Services Proposal**

Dear Mike:

GRP Engineering, Inc. is pleased to present this proposal to the City of Portland for engineering services associated with completing a coordination study on Portland's electrical distribution system. The scope of this coordination study is to develop recloser and fusing standards, review existing recloser and fuse coordination, and prepare a plan for improving coordination and adding interrupting equipment to the system. Deliverables will include a report outlining system protection philosophy, review of existing system coordination and recommendations for changes, time-current curves (TCC's) for each distribution circuit, and cost estimates for any recommended equipment changes.

The study will be completed through the use of the City of Portland's electric system model in Milsoft's WindMil Engineering Analysis and LightTable Software. WindMil will be utilized to provide system fault current data and LightTable will be utilized to produce protective device coordination time-current curves and to review coordination. The results of the system analysis will be utilized to prepare recommendations for protective device changes, recloser settings, fusing standards, and installation of new equipment.

GRP Engineering, Inc. anticipates the analysis will include the review of voltage conversions to 7.2/12.5kV which will provide better coordination. This review will be included in the study and noted in the deliverables as part of the required equipment upgrades and cost estimates.

**System Coordination Study Scope of Services**

The scope of services for the System Coordination Study includes the following:

- Project kickoff meeting at City of Portland offices.
- Review and/or develop City of Portland electric system protection philosophy. This will include operating philosophy for reclosers, mainline sectionalizing fuses, tap fuses, and underground tap sectionalizing equipment. This philosophy will be the basis for determining if new equipment is required, new recloser settings, plus fuse size and type, and for each distribution circuit.
- Run fault current analysis in WindMil to determine fault currents at protective device points.

- Review recloser-fuse coordination, and fuse-fuse coordination. Develop time-current (TCC) curves for reclosers and fuses based on operating philosophy standards. TCC curves will be prepared for each circuit showing recloser and upline device coordination, plus largest transformer on the circuit and maximum allowable fuse size for the circuit.
- Review coordination with any primary metered customers and generation site. Create TCC's for each primary metered customer and generator breaker showing circuit breaker/recloser plus customer protection device curves along with plotting the largest customer/generation transformer.
- Provide recommendations to correct mis-coordination between overcurrent protective devices.
- Create fuse tables listing existing main-line and major tap fuses (where known), fusing standards to match operating philosophy, plus proposed fusing changes.
- Verify protection equipment (circuit breaker and recloser) ratings are above maximum available fault current values.
- Present preliminary electric system coordination report including proposed system changes to City of Portland staff. Revise report as required by the City of Portland.
- Conduct final presentation and review meeting with the City of Portland.

### **Deliverables**

Deliverables at the end of the study include the following:

- Report outlining system protection philosophy, review of existing system coordination, TCC's, and recommendations for system changes.
- TCC curves for major substation equipment, each distribution circuit, and individual primary metered customers.
- Cost estimates for any recommended system changes including sectionalizing equipment additions.
- Updated system model in electronic format.

**GRP Engineering, Inc. will provide the System Coordination Study engineering services for a lump sum fee of \$19,000 including expenses.** All services performed for the City of Portland within this scope will be billed on a monthly basis. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

**GRP Engineering, Inc.**



Michael P. McGeehan, P.E.  
President

Enclosures

cc: GRP Engineering, Inc.  
Robert Shelley

**GRP ENGINEERING, INC.**  
**HOURLY BILLING RATES**

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2015

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-60**

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S  
RECOMMENDATION TO PURCHASE ELECTRICAL CONDUIT FROM  
MUNICIPAL SUPPLY CO.**

**WHEREAS**, the Electric Superintendent Mike Hyland has determined that the Electric Department is in need of electrical conduit for residential service and undergrounding work to be performed; and

**WHEREAS**, on July 28, 2015, the Board of Light and Power reviewed the proposed purchase and approved a recommendation that the City Council approve this purchase of electrical conduit for the estimated cost of \$11,400.00 from Municipal Supply Co. A memo from Superintendent Hyland and proposal on the aforementioned purchase is attached as Exhibit A.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves the Board of Light and Power's recommendation to approve the purchase of electrical conduit for the estimated cost of \$11,400.00 from Municipal Supply Co.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

# QUOTE

Page: 1



## Municipal Supply Co.

STREET & WATER SUPPLIES

Showroom/Warehouse  
Industrial Drive, Bld #1 PH. 517 647-8587  
Portland, MI 48875 FAX 517 647-2007

Mailing Address  
P.O. Box 470  
Portland, MI 48875

Quote #: QTE09938  
Date: 7/27/2015

Bill To: CITY OF PORTLAND  
259 KENT ST  
PORTLAND MI 48875-1495

Ship To: CITY OF PORTLAND  
ELECTRIC DEPARTMENT  
WATER STREET  
PORTLAND MI 48875

Job Site:

647-2952

P.O. Number		Acct #	Salesperson	Shipping Via	Terms	Req. Ship Date
		POR101	B.W.	COURIER	Net 30	0/0/0000
Quantity	Item Number	Description		UOM	Unit Price	Ext. Price
5,000	212X20C	2½" x 20' Conduit Pipe w/Coupling		PR/FT	0.86	\$4,300.00
5,000	4X20C	4" x 20' Conduit Pipe w/Coupling		PR/FT	1.42	\$7,100.00
<b>Subtotal</b>						\$11,400.00
<b>Shipping/Handling</b>						\$0.00
<b>Miscellaneous</b>						\$0.00
<b>Tax</b>						\$0.00
<b>Total</b>						\$11,400.00

11,400

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-61**

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S  
RECOMMENDATION TO APPROVE AN ENERGY PURCHASE THROUGH THE  
MICHIGAN PUBLIC POWER AGENCY**

**WHEREAS**, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

**WHEREAS**, the City of Portland, as a member of the MPPA's Energy Services Project Committee, has an opportunity to enter into a transaction to meet a portion of its future load requirements for the 2019 calendar year by purchasing energy not to exceed \$460,920.00 pursuant to the terms of the Letter of Authorization, attached as Exhibit A. An email from Brent Henry of the MPPA, outlining these recommended purchases is attached hereto as Exhibit B; and

**WHEREAS**, at its regularly scheduled meeting on July 28, 2015, the Board of Light and Power passed a recommendation to City Council to approve the aforementioned energy purchase for the 2019 calendar year, a copy of the Electric Superintendent's Memo is attached as Exhibit C.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council authorizes the Electric Superintendent or City Manager to sign the Letter of Authorization to approve the energy purchase for the 2019 calendar year not to exceed \$460,920.00.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

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**Monique I. Miller, City Clerk**



July 28, 2015

Subject: Letter of Authorization

The City of Portland, through its Member Authorized Representative, hereby authorizes a purchase of Energy by Michigan Public Power Agency on behalf of the City of Portland at the Michigan Hub in the Amount and Term(s) of:

Calendar Year 2019			
All Hours		On-Peak Hours	
Max Volume, MW per hour	Price, \$/MWh (not to exceed)	Max Volume, MW per hour	Price, \$/MWh (not to exceed)
0.6	\$ 45.00	1.0	\$ 55.00

Maximum commitment = \$460,920

The transaction(s) above will be for Financially-Firm Energy with Physical delivery to the MISO Michigan-Hub in the Day Ahead Market.

Member Authorized Representative:

\_\_\_\_\_  
Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Exhibit**  
**A**

Mike Hyland

RECOMMENDATION #4

**From:** Brent Henry [BHenry@mpower.org]  
**Sent:** Tuesday, July 28, 2015 10:18 AM  
**To:** MikeHyland@portland-michigan.org  
**Subject:** MPPA Recommended Energy Purchase

Mike,

I have recommended that you make purchases based on MPPA's Hedge Plan. The Quarterly Hedge Plan Report shows your current position on page 18 and then shows the impact of following my recommendation on page 19.

The attached authorization form shows the maximum commitment you would be making under this recommendation and that commitment to pay is monthly throughout the term of the purchase. The authorization may have a slight variation in purchase volume to account for rounding. If you are in agreement, please go through your internal process to get approval to execute the authorization form and **return it to me by September 9<sup>th</sup>**, the date of the MPPA Board of Commissioners meeting where I'll be seeking Board approval.

If you have any questions or would like to discuss, please let me know.

Brent

**Exhibit**

**B**

City of Portland  
Board of Light & Power  
723 E. Gd. River Ave.  
Portland, Mi. 48875

July 29th, 2015

To: City Council  
City Manager

Re: Light & Power Board Recommendations

Last night at the July 28th, 2015 Light & Power Board Meeting, the Light & Power Board passed the following recommendations to the City Council.

1-Recommend to join the Gridalliance Service Committee, through the MPPA to explore opportunities to reduce our transmission costs and improve reliability through the transmission system.

2-Recommend that we have GRP complete a System Coordination Study, to review, update equipment, and recommend purchases for fault/recloser equipment out in the field. Cost of \$19,000.

3-Recommend to purchase conduit from Municipal Supply (low bidder and local) for underground project in Spohn's subdivision (approved project earlier this year, by City Council).

4-Recommend to authorize the "Member Authorized Representative" to execute/sign a letter of authorization to purchase energy to keep us in compliance with our hedge policy. (replacement of bi-lateral purchases dropping off), for a not to exceed price of \$460,920. (annual execution in fall for energy, spring time is capacity purchase execution).

Respectfully,

Jon M. Hyland



City of Portland, Board of Light & Power

72915



**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 15-62**

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT  
TO CITY BOARDS AND COMMISSIONS**

**WHEREAS**, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

**WHEREAS**, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Tree Management Commission

-Charlsie Abel to a term expiring June 30, 2016

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council confirms the Mayor's appointments as set forth above.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 3, 2015

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, July 20, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Clement, and Baldyga; City Manager Gorman; City Clerk Miller; Finance Officer/Treasurer Kinde; Electric Superintendent Hyland; DPW Superintendent Gensterblum; Parks, Recreation & Cemetery Director Scheurer; Wastewater Superintendent Sherman; Interim DDA/Main Street Director Perry; Police Officer Thomas; City Employees Zach Waltersdorf, Kendall Schrauben, and Nick Martin; Police Chief Knobelsdorf; Eric Proctor

Guests: Kathy Parsons; Amy Kahn; Tom Thelen of the Review & Observer

The meeting was called to order at 7:00 P.M. by Mayor Barnes with the Pledge of Allegiance led by Kendall Schrauben.

Motion by Clement, supported by Fitzsimmons, to approve the Proposed Agenda as presented.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported that Ionia County Emergency Manager, Doug DeVries will hold a briefing on tornado related issues on Monday, August 17, 2015 at City Hall.

City Manager Gorman also reported that McDonald's is moving forward with the purchase of the property on the corner of Grand River Ave. and Bridge St. with plans of construction of a new building. He will be meeting with them soon to go over the proposed site plan. Olivera's is still in the planning stages of construction at 1417 E. Grand River Ave. Goodwill is leaning towards reconstruction but is still in the planning stages of reconstruction after the tornado on June 22, 2015 destroyed their building. Construction of the Red Mill Pavilion will begin on Saturday, August 1, 2015.

City Manager Gorman also reported that The WODA Group was awarded funding by MSHDA for its redevelopment project of Old School Manor at 306 Brush St. Environmental studies are currently being conducted on the property.

City Manager Gorman also reported that ADM Alliance Nutrition will begin demolition of the silos on the corner of Grand River Ave. and Divine Hwy. on Monday, July 13, 2015. For safety reasons all lanes on Divine Hwy. will be closed during the 3-week demolition process. Emergency vehicles will use the back of the ADM Alliance Nutrition property for access to those areas accessed by the detour route that will be posted by the Ionia County Road Commission.

Under Presentations, Mayor Barnes presented proclamations honoring and commemorating all of the emergency services, residents of Portland, volunteers, local businesses, organizations, churches,

municipalities, local governments, and City employees for their exemplary service to the City of Portland during the aftermath of the June 22, 2015 tornado.

Interim DDA/Main Street Director Perry presented a report on downtown activities. The Portland Pay Day customer rewards program will run through August 26, 2015 with the prize drawing to be held Thursday, August 27, 2015 at the band shell.

Interim Director Perry thanked the Portland Area Chamber of Commerce for hosting the 4<sup>th</sup> of July parade and all of the businesses and individuals that sponsored the fireworks display. It was a great event with a very large crowd in attendance.

Beerfest on the Bridge, hosted by the Portland Main Street Organization and Finance Committee, will be held on Saturday, August 1, 2015 from 2:00 – 8:00 P.M. and will include live music, more than 10 Michigan breweries and local food vendors.

Wine the Walk, hosted by the Portland Main Street Promotions and Marketing Committee, will be held on Saturday, August 15, 2015 from 4:00 – 11:00 P.M. on the downtown Boardwalk. Last year there over 500 in attendance at the event. This event will feature Michigan wines, ciders, and gourmet sodas.

Under New Business, the Council considered Resolution 15-51 to approve an extension of one year to the Biosolids Management Services Agreement with Synagro Central, LLC for Fiscal Year 2015-2016. The City Manager and Waste Water Treatment Plant Superintendent have reviewed the agreement and recommend its approval.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 15-51 approving, authorizing, and directing the City Manager to sign a Biosolids Management Services Agreement with Synagro Central, LLC.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-52 to approve the Michigan Public Power Agency's (MPPA) recommendation for the City of Portland's Board of Light and Power to join the Landfill Service Committee which will be studying a potential ownership opportunity involving a landfill gas plant. The Board of Light and Power passed a recommendation to City Council to join the Landfill Gas Committee as recommended at its June 30, 2015 regular meeting.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 15-52 approving the Michigan Public Power Agency's recommendation for the City's Board of Light and Power to join the Landfill Service Committee.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-53 to approve the purchase of a 2016 Ford Police Interceptor Utility vehicle for the Police Department in the amount of \$28,935.00. The purchase was included in the Fiscal Year 2015-2016 budget. The Police Department maintains a fleet of three vehicles and in order to keep

them in good working condition. a new vehicle is typically purchased every two years. resulting in six years of usage.

Motion by Clement, supported by Fitzsimmons, to approve Resolution 15-53 approving the purchase of a new police vehicle.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 15-54 to approve a bid from GL Concrete for replacement of sidewalks and curbs heavily damaged as a result of the tornado on June 22, 2015. The DPW Foreman and City Manager recommend the City Council approve the proposal from GL Concrete to perform this work.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 15-54 approving a bid from GL Concrete for sidewalk and curb replacement.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-55 confirming the Mayor's appointments of Doug Abel to the Economic Development Corporation and Brian Grapentien to the Planning Commission.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 15-55 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Fitzsimmons, VanSlambrouck, Clement, Baldyga, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Baldyga, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on July 6, 2015, payment of invoices in the amount of \$153,921.45 and payroll in the amount of \$88,249.70 for a total of \$242,171.15. Purchase orders to the United States Geological Survey in the amount of \$7,850.00 for annual Streamgauging as required by the City's FERC license, to Altec in the amount of \$9,146.26 to repair two hydraulic cylinders on unit 405, and to the Portland Area Fire Authority in the amount of \$25,628.15 for 1<sup>st</sup> quarter fire services were included.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman stated the Friends of the Red Mill will hold a fundraiser at Arby's tomorrow evening. Volunteers are still needed to help with the construction of the timber frame pavilion. The Relay for Life event will be held on Saturday, August 1, 2015 at the Portland High School football field. The Portland Strong Benefit Concert will be held on Sunday, August 9, 2015 at the Portland High School football field.

Under Council Comments, Mayor Pro-Tem VanSlambrouck commented that the VFW will hold a walleye dinner on July 29, 2015 to support construction at the post and the VFW Men's Auxiliary will be hosting a dinner for the timber framers on August 1, 2015.

## CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BASIC	01983	QUARTERLY FEE FOR HRA - GENERAL	324.00
CULLIGAN	02130	WATER DELIVERY - CITY HALL	17.50
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	456.95
ERIC PROCTOR	01500	VIDEO SERVICES - COMM PROMO	43.94
FAMILY FARM & HOME	01972	MORTAR MIX 60LB/ CONCRETE MIX - MAJ STS	33.42
FLEIS & VANDENBRINK	00153	DATA EVALUATION & MONITOR WELL SAMPLING - ELECT	284.78
GRAINGER, INC.	00172	BOX EAR PLUGS - MOTOR POOL	49.30
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	112.94
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,100.00
KEUSCH SUPER SERVICE	00228	TIRES & LABOR - MTR POOL	628.32
KEUSCH SUPER SERVICE	00228	BATTERY & LABOR - MOTOR POOL	133.95
KEUSCH SUPER SERVICE	00228	REPAIR TIRE - MOTOR POOL	20.00
MUNICIPAL SUPPLY CO.	00324	RED FLAGS - ELECTRIC	180.00
MUNICIPAL SUPPLY CO.	00324	SAFETY GLASSES - PARKS, CEMETERY	77.50
OAK HILL GUN CLUB	MISC	MEMBERSHIP DUES TO GUN CLUB - POLICE	35.00
POWER LINE SUPPLY COMPANY	00389	SAFETY CLOTHES - ELECTRIC	105.00
POWER LINE SUPPLY COMPANY	00389	WIRE - ELECTRIC	1,350.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	93.65
S. TUTT GORMAN	02311	CELL PHONE REIMB - CITY MANAGER	60.00
RESCO	00392	COPPER WIRE - ELECTRIC	210.00
RESCO	00392	WIRE - ELECTRIC	423.00
RESCO	00392	ELBOW JACKET SEAL - ELECTRIC	465.00
RIVERSIDE INTEGRATED SYSTEMS	01441	SERVICES ALARMS CAUSED BY TORNADO - GENERAL	213.00
KATHY'S CLEANING	01684	CLEANING SERVICES AT CITY HALL - GENERAL	900.00
MUNICIPAL SUPPLY CO.	00324	REPAIR LID - WATER	45.75
MUNICIPAL SUPPLY CO.	00324	BRASS ROUND FLANGE - WATER	289.50
MUNICIPAL SUPPLY CO.	00324	CURBBOX/NOZZLE - WATER	185.56
RIVERSIDE INTEGRATED SYSTEMS	01441	ANNUAL MONITORING -CITY HALL	300.00
TIMOTHY GROENHOF	02378	REIMB FOR DIVER CLASS - POLICE	299.00

Date: 07/30/15

## CITY OF PORTLAND INVOICE REGISTER

Page: 2

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	80.00
UPS	MISC	POSTAGE - WATER	61.36
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC,WW,WTR,M POOL	362.57
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICES - ELECTRIC	135.94
ABRAHAM & GAFFNEY, P.C.	00002	PRELIMINARY PLANNING & AUDIT -VARIOUS DEPTS	4,000.00
BUSINESS CARD	02075	DELL LAPTOP - POLICE	1,399.99
CLARK HILL PLC	01422	LEGAL SERVICES - GEN, CODE	2,319.00
FLEIS & VANDENBRINK	00153	KENT ST ENGINEERING - MAJ STS, WASTE WTR	11,832.46
FLEIS & VANDENBRINK	00153	CUTLER ROAD RECONSTRUCTION - LOC ST, WASTE WTR,	42,540.59
MIKA MEYERS BECKETT & JONES	02042	LEGAL SERVICES - GENERAL, AMBULANCE	2,482.29
MRE SERVICES, INC.	00318	JUNE COMPUTER CONSULTING - GENERAL, ELECTRIC	1,709.88
PLEUNE SERVICE COMPANY INC.	00741	REPLACE 7.5-TON TRANE CONDENSER DAMAGED IN STOP	12,844.00
PAMA	01370	CITY'S PORTION OF BILLS - COMM PROMO	699.62
SERVPRO	MISC	STORM CLEANUP - GENERAL	1,159.95
SLC METER LLC	02286	METERS - WATER	2,792.27
SLC METER LLC	02286	METERS - WATER	22,648.72
SLC METER LLC	02286	METERS - WATER	1,703.36
SLC METER LLC	02286	METERS - WATER	7,912.80
SLC METER LLC	02286	METERS - WATER	6,658.42
STATE OF MICHIGAN	00428	CUTLER ROAD PAY #5 - LOC STS, WASTE WTR,WATER	52,313.90
STRAIN ELECTRIC CO.	02379	REPAIR TRAFFIC SIGNALS STORM DAMAGE - ELECTRIC	5,292.60
TRI-COUNTY ELECTRIC COOPERATIVE	02380	MUTUAL AID ASSISTANCE STORM - ELECTRIC	6,445.65
STAPLES BUSINESS ADVANTAGE	00426	OFFICE SUPPLIES - GENERAL	582.22
JOHN DEERE FINANCIAL	01818	PARTS, LABOR, SUPPLIES - VARIOUS DEPTS	1,372.55
PORTLAND HIGH SCHOOL TENNIS	MISC	SUMMER TENNIS INSTRUCTION - RECREATION	2,987.52
NATHAN RUDDY	02295	INSTRUCTORS - REC	415.80
PAYTON LOWERY	02296	INSTRUCTORS - REC	361.20
JARED GUY	02208	INSTRUCTORS - REC	877.30
ALEX HOLDREN	01043	INSTRUCTORS - REC	835.05

Date: 07/30/15

CITY OF PORTLAND INVOICE REGISTER

Page: 3

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ASHER DORSHIMER	02209	INSTRUCTORS - REC	500.55
ELYSE ELDRIDGE	02210	INSTRUCTORS - REC	472.35
BLAKE GUY	02381	INSTURCTORS - REC	134.48
S&K TROPHIES AND PLAQUES	00401	SOFTBALL TROPHIES - REC	30.00
ED FILTER	00540	UMPIRES - REC	69.00
BRIAN RUSSELL	00593	UMPIRES - REC	115.00
CHAD BENNER	00680	UMPIRES - REC	25.00
LOGAN COOK	02342	SCOREKEEPERS - REC	19.50
BAILEY VAN HOUTEN	02197	SCOREKEEPERS - REC	65.00
HANNAH DENSMORE	02300	SCOREKEEPERS - REC	13.00
MARK SPOHN	02110	MOWING CHARGES - COMM PROMO	230.00
Total:			\$212,937.95

**BI-WEEKLY  
WAGE REPORT  
August 3, 2015**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	10,092.06	26,563.92	5,618.77	11,441.04	15,710.83	38,004.96
ASSESSOR	1,273.92	3,796.80	774.83	1,645.20	2,048.75	5,442.00
CEMETERY	5,749.54	13,639.75	3,146.97	5,296.17	8,896.51	18,935.92
POLICE	12,649.43	41,665.36	7,764.20	16,917.75	20,413.63	58,583.11
CODE ENFORCEMENT	592.74	1,765.54	398.81	790.43	991.55	2,555.97
PARKS	4,156.60	10,790.22	1,300.28	3,104.64	5,456.88	13,894.86
INCOME TAX	1,629.55	4,769.86	1,864.67	3,748.52	3,494.22	8,518.38
MAJOR STREETS	2,408.09	13,512.40	2,773.02	9,369.62	5,181.11	22,882.02
LOCAL STREETS	2,726.27	9,732.60	3,062.70	6,723.70	5,788.97	16,456.30
RECREATION	2,037.09	5,799.02	1,757.77	3,605.51	3,794.86	9,404.53
AMBULANCE	10,265.79	32,528.11	4,490.24	10,240.63	14,756.03	42,768.74
ELECTRIC	14,572.44	50,823.68	15,790.47	33,747.32	30,362.91	84,571.00
WASTEWATER	9,278.42	27,304.02	9,051.77	17,271.48	18,330.19	44,575.50
WATER	4,257.60	13,147.18	3,794.51	7,075.91	8,052.11	20,223.09
MOTOR POOL	776.22	2,343.13	584.49	1,027.24	1,360.71	3,370.37
<b>TOTALS:</b>	<b>82,465.76</b>	<b>258,181.59</b>	<b>62,173.50</b>	<b>132,005.16</b>	<b>144,639.26</b>	<b>390,186.75</b>



# PURCHASE ORDER

## CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Fleis & Vandenbrink

SHIP TO \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
------	---------------	----------	--------	-------	--------------------

7/24/15					15-
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
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31.5%	802-452-803.009		9,643.46
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18.5%	590-441-803.009		2,189.00
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	Kent St. Eng. 5/30 - 6/26 Approved Plus. 14105		11,832.46
--	---	--	-----------

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



Invoice

S Tutt Gorman  
 City Manager  
 City of Portland  
 259 Kent Street  
 Portland, MI 48875-1495

July 16, 2015  
 Project No: 821680  
 Invoice No: 40752

Project 821680 City of Portland-Kent St-Academy St to City Limits

For professional services rendered for the period May 30, 2015 to June 26, 2015

**Professional Services**

	Hours	Billing	
<b>Total</b>	105.25		<b>11,527.50</b>
<b>Reimbursable Expenses</b>			
Expenses		304.96	
<b>Total</b>		<b>304.96</b>	<b>304.96</b>
	<b>Total this Invoice</b>		<b>\$11,832.46</b>

Thank you for your business, it is sincerely appreciated.  
 If there are any questions regarding this invoice or the services provided, please contact us.  
 Terms: Net 15 days

# PURCHASE ORDER

## CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Strain Elec

SHIP TO  
MASON ST.  
TRAFFIC CONTROL

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
7-17-15					
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	REMAIN TRAFFIC SIGNAL				\$5292.-
	STORM DAMAGE				
					

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



# Strain Electric Co.

2151 Beverly S.W.  
 Wyoming, MI 49519  
 Phone: (616) 453-2108  
 Fax: (616) 453-5729

# Invoice

<b>Invoice Number</b>
283
<b>Invoice Date</b>
7/9/2015

**Bill To:** City of Portland  
 259 Kent Street

**Re:** City of Portland

Portland, MI 48875

Job No	Customer Job No	Customer PO	Payment Terms	Due Date
145	City of Portlan	City of Portlan	Net 30 Days	8/8/2015
Quantity	Description	U/M	Rate/Unit	Price

LABOR, MATERIALS & EQUIPMENT TO REPLACE (2) ONE WAY 3 COLOR LED SIGNALS, PEDESTAL, PED AND PUSH BUTTON, SALVAGED PUSH BUTTON SIGNS. RELASHED AND TAPED LOOSE WIRES AT GRAND RIVER AVE & CHARLOTTE. CHECKED NEXT TWO INTERSECTIONS GOING INTO TOWN, TIMING NEEDS TO BE CHANGED. REMOVED (3) 12" SIGNALS & INSTALLED (3) 12" SIGNALS LED 3 COLOR AT GRAND RIVER AVE & KENT STREET.

**MATERIALS**

2.00	100 WATT SIGNAL BULB	EA	2.10	4.20
5.00	1 WAY 3 COLOR LED	EA	463.20	2,316.00
1.00	1 WAY LED PED HAND MAN	EA	230.40	230.40
1.00	PUSH BUTTON	EA	150.00	150.00
1.00	3 WAY BOTTOM BRACKET	EA	222.00	222.00
19.00	EQUIPMENT	EA	30.00	570.00
22.50	LABOR	EA	80.00	1,800.00

Subtotal	\$	5,292.60
Sales Tax (if applicable)	\$	0.00
<b>Total Due</b>	<b>\$</b>	<b>5,292.60</b>

*Thank you for your business!*

**PURCHASE ORDER**

**CITY OF PORTLAND**

259 KENT STREET • PORTLAND, MICHIGAN 48275 • (517) 647-7531

TO Tri-County Electric Cooperative

SHIP TO \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
7/16/15					15-	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	Mutual Aid Assistance Storm					6,445.65
	582-539-998.000					

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



**Tri-County Electric Cooperative**  
 7973 E Grand River Ave  
 Portland, MI 48875

**INVOICE: 4117033**

Invoice Date: 07/16/2015  
 Terms: DUE  
 Due Date: 07/16/2015  
 Amount Due: \$ 6,445.65

CITY OF PORTLAND  
 259 KENT ST  
 PORTLAND MI 48875

Account: 200917  
 Description: Invoice for 6/22/15 Storm Help

Page 1 of 1

DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT	TAX
CATALOG ITEM: 59320 MUTUAL AID ASSISTANCE	1.000	EA	6,445.6500	6,445.65	

**MESSAGES**

RETURN BOTTOM PORTION WITH PAYMENT

Subtotal: \$ 6,445.65  
 Tax: \$ 0.00  
 Total: \$ 6,445.65  
 Amount Paid: \$ 0.00  
 Amount Due: \$ 6,445.65

RETURN BOTTOM PORTION WITH PAYMENT



**Tri-County Electric Cooperative**  
 7973 E Grand River Ave  
 Portland, MI 48875

Account: 200917  
 Invoice: 4117033  
 Due Date: 07/16/2015  
 Amount Due: \$ 6,445.65

Amount Of Payment: \_\_\_\_\_

Remit To:

CITY OF PORTLAND  
 259 KENT ST  
 PORTLAND MI 48875

HOMEWORKS TRI-COUNTY ELECTRIC  
 7973 E GRAND RIVER AVE  
 PORTLAND MI 48875

Invoice for City of Portland Storm 6/22/15

	Hours DT	Base	Overhead	DT Rate	Total
Kyle Balderson	6	\$ 36.70	\$ 24.96	\$ 98.36	\$ 590.14
Ryan Smith	6	\$ 36.70	\$ 24.96	\$ 98.36	\$ 590.14
Rob Brennan	5.5	\$ 38.86	\$ 26.42	\$ 104.14	\$ 572.80
Mark Goodman	5	\$ 37.22	\$ 25.31	\$ 99.75	\$ 498.75
Brad Parkhouse	5	\$ 36.70	\$ 24.96	\$ 98.36	\$ 491.78
Jon Shattuck	4	\$ 23.28	\$ 15.83	\$ 62.39	\$ 249.56
Jeremey Smith	5.5	\$ 33.04	\$ 22.47	\$ 88.55	\$ 487.01
Chris Vallier	4	\$ 38.86	\$ 26.42	\$ 104.14	\$ 416.58
Jeremy Zbytowski	4	\$ 36.70	\$ 24.96	\$ 98.36	\$ 393.42
<b>Total Hours</b>					<b>\$ 4,290.17</b>

**Trucks**

#45 2011 Ford F550-Bucket	6	\$ 55.00	\$ 330.00		
#66 2009 GMC F550-Bucket	5.5	\$ 55.00	\$ 302.50		
#40 2005 Int'l -Bucket	5	\$ 55.00	\$ 275.00		
#63 2004 Int'l 7000-Digger	4	\$ 55.00	\$ 220.00		
#47 2015 Freightliner-Digger	5.5	\$ 55.00	\$ 302.50		
#68 2007 Int'l 4000-Bucket	4	\$ 55.00	\$ 220.00		
<b>Total</b>			<b>\$ 1,650.00</b>		

**Material**

I630	3	\$ 55.22	\$ 165.66		
I930	1	\$ 73.02	\$ 73.02		
I1460	5	\$ 9.38	\$ 46.90		
I2100	40	\$ 0.34	\$ 13.60		
I2210	12	\$ 0.13	\$ 1.56		
X2030-N	50	\$ 3.43	\$ 171.50		
x1410-N	2	\$ 4.00	\$ 8.00		
X1550-N	2	\$ 7.38	\$ 14.76		
X710-N	2	\$ 5.24	\$ 10.48		
<b>Total Material</b>			<b>\$ 505.48</b>		

**Total Invoice \$ 6,445.65**

(Only mark up is for overhead on labor. All material billed at cost.)

# PURCHASE ORDER

## CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

SHIP TO

Pleune Service Company

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
17/15					15-	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	Replace 7.5 ton Trane condenser Storm Damage					12,844. <sup>00</sup>
	101-201-998.000					

NOT FOR RESALE  FOR RESALE TAX NUMBER \_\_\_\_\_ AUTHORIZED SIGNATURE \_\_\_\_\_

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

Pleune Service Company

750 Himes SE

Grand Rapids, MI

49548

Telephone: 1-800-447-6907

Fax: 616-243-5387

Sold To:

PORTLAND CITY HALL

259 KENT ST

PORTLAND MI

48875

Attn: TUTT GORMAN

INVOICE

Invoice Number: J007147

Invoice Date: Jul 17, 2015

Terms: NET 30

Customer Code: 8069

Reference #1:

Sales Cat/Slsmn: 1/ 322

Job Number: 015251

Job Description: PORTLAND CITY H

Reference #2:

Job Location:

PORTLAND CITY HALL

259 KENT ST

PORTLAND, MI

48875

Description

Amount

REPLACE EXISTING 7.5-TON TRANE CONDENSER DAMAGED IN A STORM, PER

PROPOSAL/CONTRACT DATED 6/24/15.

TOTAL AMOUNT DUE:

12,844.00

THANK YOU FOR YOUR CONTINUED BUSINESS!

- CONDITIONS -

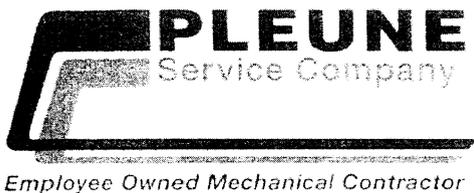
THIS INVOICE IS SUBJECT TO A FINANCE CHARGE OF 1% PER MONTH, ANNUAL PERCENTAGE RATE OF 12%, (NOT TO EXCEED THE LIMITS SET BY LAW) ON ALL BALANCES OVER 30 DAYS. THE PURCHASER AGREES TO PAY ATTORNEY'S FEES EQUAL TO 33 1/3% OF THE BALANCE DUE PLUS ALL ATTENDANT COLLECTION COSTS.

Subtotal

12,844.00

Total Invoice

12,844.00



PROPOSAL/CONTRACT

6/24/2015

ID:

750 Himes S.E.  
Grand Rapids, MI 49548-3424  
(616) 243-6374  
Fax (616) 243-5387

BrianW062415

Date

PRICES QUOTED ARE SUBJECT TO REVIEW  
AFTER 30 DAYS FROM ABOVE DATE.

Portland City Hall  
259 Kent St  
Portland, MI. 48875

Attn:

CREDIT POLICY - TERMS: NET 30 DAYS

Invoices are subject to a finance charge of 1% per month, annual rate of 12% on all balances over 30 days. The undersigned purchaser hereby agrees to pay attorney's fees equal to 33 1/3% of the balance due plus all attendant collection costs, should the account become delinquent and is turned over to an attorney for collection. The proposal is subject to written approval by our Credit Department.

Replacement of the 7.5 ton condenser

Pleune Service Company is pleased to submit a proposal for the replacement of the existing 7.5 Trane condenser that was damaged in the storm. Our proposal includes the following items and scope of work.

- Removal and disposal of the existing condensing unit
- Install new 7.5 Trane unit on the existing pate rails
- Reclaim the existing refrigerant
- Repair the existing piping on the roof that was damaged
- New insulation on new piping
- All electrical and control wiring
- Recharge the new unit with R-22 refrigerant
- Crane rental
- Mechanical permit
- Labor
- Start-up and check out of the new unit

Lead time is 3-4 days.

Quoted Price - \$12,844.00

Thank you for the opportunity to provide you with this proposal. Please contact me with any questions.

Brian Wierenga

*Brian Wierenga*  
Sales Representative  
616-291-2420 / brianw@pleuneservice.com

THE PLEUNE SERVICE COMPANY. IS NOT RESPONSIBLE FOR THE REMOVAL OF HAZARDOUS MATERIALS

PROPOSED BID

We hereby proposed to furnish material and labor to complete the work outlined herein for the sum stated above.

SALES TAX INCLUDED  YES  NO

*Brian Wierenga*  
PSC SIGNATURE

DATE 6/24/2015

ACCEPTANCE OF BID

The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work

PLEASE SIGN AND RETURN THIS CONTRACT AS AUTHORIZATION TO COMMENCE WORK.

*Kristina St. Klucik*  
CUSTOMER SIGNATURE

*Treasurer*  
TITLE

6-24-15  
DATE

CITY OF PORTLAND  
BOARD AND COMMISSION  
APPLICATION

The Mayor and City Council appreciate your willingness to serve the City of Portland. The purpose of this application form is to provide the Mayor and City Council with information about residents who wish to be considered for appointment to a City Board or Commission. This information will be used by the Mayor and City Council to evaluate candidates. This information is also available for public review.

Please print your responses

Date: 7-20-2015

Name: Doug Hegel Sr

Address: 858 Maynard Rd

Telephone No 517-647-7071

E-mail address \_\_\_\_\_

Employer Retired

Telephone No. \_\_\_\_\_

How long have you lived in the City of Portland? 50 yrs

\*\*\*\*\*

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

CITY OF PORTLAND

REPORT DATE  
PERIOD COVERED

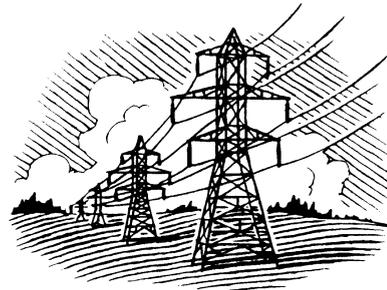
July 1, 2015  
June 1-30, 2015

HYDRO GENERATION	164,462		
DIESEL PRODUCTION	0		
Kwh Purchased	2,996,913	Amount Paid	\$ 195,980.95
<b>Total Kwh Purchased</b>	<b>2,996,913</b>	<b>Total Dollars Paid</b>	<b>\$ 195,980.95</b>

<b>Kwh Billed</b>		<b>Dollars Billed</b>	
Residential	1,247,912	PCA Billed	\$ 3,288.15
Commercial	665,857	Residential	\$ 132,763.49
Large General	896,160	Residential EO Charge	\$ 2,281.28
City St. Lites Metered	23,557	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 70,737.65
Rental Lights		Commercial/LG EO Charge	\$ 2,506.27
Demand	2,553	Large General	\$ 61,972.33
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,997.12
		St. Lights Unmetered	\$ 1,543.05
<b>Total Kwh Billed</b>	<b>2,836,039</b>	Rental Lights	\$ 261.92
Arrears after billing	\$ 16,392.48	Demand	\$ 14,998.98
Penalties Added	\$ -	Tax	\$ 11,016.29
Arrears end of month	\$ 27,754.50	<b>Total Dollars Billed</b>	<b>\$ 303,384.93</b>
Fuel Cost Billed	\$ 6,030.56	Power Cost Adj.	.00245
Amount Collected	\$ 277,601.10		
Total Adjustments	\$ 1,451.46		

Residential Customers	2,177
Commercial Customers	319
Large General	16
<b>Total Customers</b>	<b>2,512</b>

07/01/15



**CITY OF PORTLAND**  
**July-15**

---

**WATER DEPARTMENT REPORT**

<b>MONTH</b>	Jun-15	<b>PERIOD COVERED</b>	June 1-30, 2015
Customers Billed		Penalties Added	\$ -
City	1,841	Dollars Collected	\$ 44,438.49
Rural	26	Arrears at end of Month	\$ 6,754.94
<b>Total Customers</b>	<b>1,867</b>	Adjustments	\$ 291.66
		Gallons Pumped	9,748,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	9,109,180		\$ 50,998.75
Rural	198,543		\$ 1,786.29
<b>Total</b>	<b>9,307,723</b>		<b>\$ 52,785.04</b>

---

**SEWER DEPARTMENT REPORT**

Customers Billed	1,788	Dollars Billed	\$ 65,907.66
		Sewer Credit	\$ -
		<b>Total Sewer Billed</b>	<b>\$ 65,907.66</b>
Penalties Added	\$ -		
Dollars Collected	\$ 67,620.84		
Arrears at end of Month	\$ 11,672.74		
Adjustments	\$ 393.61		
Gallons Treated per Million	11.10		



# Flood News for Michigan Floodplain Managers

A Newsletter of the  
Water Resources Division  
Michigan Department of Environmental Quality  
[www.michigan.gov/deq](http://www.michigan.gov/deq)

Dan Wyant, Director

Rick Snyder, Governor  
2015 1st Edition

Editor: Les Thomas  
Articles are by the Editor unless noted otherwise.

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The MDEQ will not discriminate against any individual or group on the basis of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. Questions or concerns should be directed to:

Quality of Life Human Services  
P.O. Box 30473  
Lansing, MI 48909

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Only posted on MDEQ Floodplain Management/National Flood Insurance Web page.

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**Saginaw Bay: Joy Brooks**  
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269-567-3564  
**Upper Peninsula: Sheila Meier**  
Gwinn 906-346-8558  
**Cadillac/Gaylord: Susan Conradson**

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# Executive Order 13690 and the New Federal Flood Risk Management Standard Explained

(from ASFPM News & Views February 2015)

President Obama on Jan. 30 issued Executive Order 13690 that revises Executive Order 11988 and proposes a new Federal Flood Risk Management Standard.

“Since the issuance of Executive Order 11988 38 years ago, we as a nation have learned a lot about floodplain management and flood risk,” ASFPM Executive Director Chad Berginnis said. “The changing nature of flood risk, including increased risks due to sea level rise, demands competent standards that will withstand the test of time and the forces of nature. And we think the new EO and FFRMS is a great step in the right direction.”

## Elements of EO 13690 and the FFRMS

The EO and new standard would apply to federal actions such as federal grants used for repair and redevelopment after a natural disaster. In fact, the definition of federal actions to which the EO would apply is unchanged from EO 11988. The FFRMS gives agencies the flexibility to select one of three approaches for establishing the flood elevation and hazard area they use in siting, design, and construction. They can:

- Use data and methods informed by best-available, actionable climate science;
- Build two feet above the 100-year (1%-annual-chance) flood elevation for standard projects, and three feet above for critical buildings like hospitals and evacuation centers; or
- Build to the 500-year (0.2%-annual-chance) flood elevation.

Other elements of the EO include a directive for agencies to use, where possible, natural systems, ecosystem processes and nature-based approaches when developing alternatives for consideration. Also, the new EO specifies that it is the policy of the United States to improve the resilience of communities and federal assets against the impacts of flooding, and recognizes the risks and losses due to climate change and other threats.

*News & Views February 2015 2*

*One of the new elements of the FFRMS is the application of the new standard outside of the mapped floodplain, especially where the freeboard approach is used. We also know significant flood losses occur outside of the FEMA-mapped floodplain. Mother Nature simply does not recognize our flood mapping boundaries, and the FFRMS would require applying the freeboard when determining where the standard applies. At the same time for the floodplain manager, this is nothing new. Floodplain managers, on a daily basis, utilize the base flood elevation to regulate development activity, regardless if the mapped floodplain boundary shows something different.*

*FEMA set up Informational Listening Sessions across the United States. These sessions provided the opportunity to listen, ask questions, and provide feedback on how federal agencies implement the FFRMS.*

In addition to the release of the new EO and FFRMS, draft flood risk management standard implementation guidelines were released. Information about the FFRMS has been incorporated into the guidelines to aid agencies in development of their revised or new procedures and to promote consistency among agencies. The guidelines are also advisory. To the extent permitted by law and consistent with their statutory authority, each agency shall draft or update their own rules and regulations to be consistent with EO 13690. The guidelines call for a 30 day timeframe after the close of the public comment period to develop an implementation plan for updating their procedures. “After Executive Order 11988 was issued in 1977, the Water Resources Council issued implementing guidelines for agencies to assist with incorporating the standards of the EO into their policies, procedures, and programs. The new guidelines amends that older document, and will be of great assistance to agencies as they incorporate the new FFRMS,” Berginnis said.

### **Process**

A federal interagency coordinating group that deals with floodplain management issues– the Mitigation Framework Leadership Group (MIT-FLG) – had been working on the new standard for well over a year. This interagency team includes agencies such as the Corps of *News & Views February 2015* 3 Engineers, FEMA, NOAA, HUD, Transportation, and the Department of Agriculture (which includes NRCS). Essentially all of the federal departments containing the nation’s water resources agencies – such as those that oversee and construct dams and levees – were at the table. These agencies have some of the nation's leading experts and institutes that deal with flooding and water resources. The FFRMS was developed as a consensus standard among these agencies. Concurrent with the development of the standard, the views of elected state and local officials were solicited and considered during the development of the standard. The consensus standard that emerged was very similar to the one recommended by 26 governors, mayors, county officials and tribal leaders in the State, Local and Tribal Leaders Task Force on Climate Preparedness and Resilience report issued this past November.

**Now that the EO, FFRMS and guidelines have been issued, a 60-day public comment period on the guidelines was kicked off. Written comments were solicited until April 6.** In addition, four public listening sessions were scheduled: March 3 – Ames, Iowa; March 5 – Biloxi, Mississippi; March 11 – Mather, California and Norfolk, Virginia. After the public comment period ended and the revised guidelines are issued, agencies will begin the process of updating their procedures to incorporate the new EO and FFRMS standard. In many cases, this will trigger the need to do rulemaking, which will be subject to another round of public input. Only after the agencies have incorporated the new EO and FFRMS will floodplain management professionals see its implementation on the ground. At the end of the day, the new FFRMS is good for the country. “The nation cannot afford to continue to pay for larger and larger flood disasters. The proposed Federal Flood Risk Management Standard is a common sense approach that will increase the nation’s resiliency and reduce future taxpayer costs for flood response,” ASFPM Chair Bill Nechamen said.

ASFPM has created an FFRMS resource page.

# Guess What the Year 2016 Will Bring To Grand Rapids

As a special advance notice to all of Michigan's community officials, citizens, politicians, professional firms/agencies, Michigan Drain Commissioners and all floodplain control and management related entities:

The Michigan Stormwater-Floodplain Association will be sponsoring with assistance from the Illinois Association for Floodplain and Stormwater Management the 2016 annual week long Association of State Floodplain Managers (ASFPM) conference in Grand Rapids, MI. The conference is scheduled for June 19, 2016 through June 24, 2016 at the Grand Rapids DeVos Place Convention Center facilities in downtown Grand Rapids.

Persons, firms, agencies etc. interested in being involved in the conference as volunteer workers, conference sponsors, vendors/exhibitors, etc. are welcome. For information regarding volunteering, contact can be made with Ms. Sue Conradson, Volunteer Chair, at [conradsons2@michigan.gov](mailto:conradsons2@michigan.gov) . Volunteers may potentially qualify for registration discounts. For other information such as sponsoring, vending, and exhibiting contact can be made with Mr. Mark Walton, Michigan's Conference Program Chair, at [mark.l.walton@gmail.com](mailto:mark.l.walton@gmail.com) .

## New ASCE 24-14 Flood Resistant Design and Construction standards are now available

*(from ASFPM News & Views December 2014)*



The American Society of Civil Engineers recently published its 24-14 Flood Resistant Design and Construction standard. This standard was prepared through the consensus standards process by balloting in compliance with procedures of ASCE's Codes and Standards Activities Committee. The individuals who served on the ASCE 24-14 Standard Committee, listed below, include quite a few ASFPM members. Well done. The standard is available for purchase.

Christopher P. Jones, P.E., M.ASCE, Chair  
Larry Buss, P.E., D.WRE, M.ASCE, CFM  
Russell J. Coco, P.E., M.ASCE  
James P. Colgate, RA, Esq., CFM  
William L. Coulbourne, P.E., M.ASCE, F.SEI  
James B. Destefano, P.E., AIA, F.SEI  
Gary J. Ehrlich, P.E., M.ASCE  
Shou-Shan Fan, Ph.D.  
Kenneth J. Filarski, FAIA, AICP, LEED-AP BD+C,  
CFM, SAP+AEER, NCARB  
Daryle L. Fontenot, P.E., CFM  
Carol Friedland, Ph.D., P.E., CFM  
Garland Wilson, P.E., M.ASCE

Michael J. Graham, CFM  
John L. Ingargiola, EI, CBO, CFM  
Catherine M. Kaake, P.E., M.ASCE  
Philip Line, P.E., M.ASCE  
E. Michael McCarthy, P.E., M.ASCE  
Joseph J. Messersmith, Jr., P.E., M.ASCE  
Kimberly Paarlberg, P.A.  
John Squerciati, P.E., CFM, M.ASCE  
Terri L. Turner, AICP, CFM  
Robert A. Wessel, Ph.D., F.ASTM  
Thomas G. Williamson, P.E., F.ASCE, F.SEI

**Attention Job Hunters, check out the following ASFPM site:**

**<http://floods.org/n-jobpost/index.asp>**

## **Colorado: example (extreme) of impact the NFIP new mapping can have on home owner budgets**

*(from ASFPM News & Views December 2014)*

A condominium association representing residents of high-priced units in downtown Boulder has been hit with a flood insurance premium increase of 14,526 percent, according to this article. The 22-residential-unit luxury condominium complex known as the Arete at 1095 Canyon Blvd. — where two penthouse units are listed in the vicinity of \$4 million each — is facing a hike in its annual flood insurance premium from \$895 a year to \$130,000. This, despite the fact that it was unaffected by the September 2013 flood. There is installed an automatic barrier that would protect the complex's underground garage in case of a flood. Gregory said an insurance carrier is planning to raise flood insurance drastically for the building.

## **FEMA Implements National Flood Insurance Program Revisions**

### ***Know the Changes ~ Help your Community***

*(from ASFPM News & Views December 2014)*

Recent legislative changes to the National Flood Insurance Program created new requirements and options you need to understand when speaking with community members about their flood risk and flood insurance needs. The changes are designed to create a more financially stable NFIP, and some policyholders will face rate changes given the new map updates detailed below.

### **Rate Changes for Map Updates**

As a floodplain manager, you likely are most concerned about the impact of map changes and whether grandfathering will still be an option. The Homeowner Flood Insurance Affordability Act of 2014 repealed a provision in the Biggert Waters Flood Insurance Act of 2012 that called for a five-year phase-in of the new full-risk rate when maps changed. As a result, **grandfathering remains a viable rating option** when new flood maps become effective and the risk is found to be higher (e.g., mapped from Zone A to Zone V, higher Base Flood Elevation).

Also added by HFIAA is a revision of a rating option for properties newly mapped into an SFHA (e.g., Zone X to Zones A or V). Starting April 1, the Preferred Risk Policy Eligibility Extension will be replaced by the Newly Mapped procedure. Eligible properties newly mapped as an SFHA can be rated with the lower-cost PRP rates for the first 12 months after the new flood map becomes effective, as long as the policy is purchased within 12 months of the map change. For each subsequent renewal, rates will increase by no more than 18 percent.

### **Staying Up-to-Date**

Materials for you and your community—including information on other aspects of the new legislation, such as rate increases, surcharges, and reserve fund assessments—can be found in the effective Flood Insurance Manual (April 1). The FEMA various websites have many sources of information about the NFIP and how the Congressional changes have and will be changing the program.

**Spring is the Weather Hazards season for rains, tornados, and floods. It is a good time to review how well your family is prepared to handle and respond to such weather conditions for the sake of minimizing damages to structures and saving lives. To help in getting prepared for flood hazards, use the following guidance from the Michigan Committee for Severe Weather Awareness (MCSWA) April 2015 publication.**

## 2014 Severe Weather Review

(from the MCSWA seasonal April 2015 severe weather publication)

Last year, Michigan had a near average number of tornadoes; however, it was the severe thunderstorms lightning, wind, hail, and flooding that was responsible for one death, 13 injuries, and the most damaging severe weather season in Michigan's history. While tornadoes are nature's most violent weather, all forms of severe weather can have a huge impact on the State of Michigan. Michigan citizens need to be vigilant whenever severe weather is in the forecast, not only for tornadoes, but also for wind, hail, flooding, and lightning.

Michigan experienced the most damaging severe weather event in its history in 2014. On August 11, four to six inches of rain fell over the most populated areas of Wayne, Oakland and Macomb counties in just a three- to four-hour period. The flood affected over 115,000 homes and business, thousands of vehicles and caused \$1.8 billion in damages, according to National Weather Service (NWS).

According to the NWS there was one death and 19 injuries in Michigan from severe weather in 2014. The death occurred from a lightning strike on June 18 in Pittsfield Township in Washtenaw County. Among the reports of injuries, six injuries occurred from a single lightning strike in the Rifle River State Recreation Area in Ogemaw County on June 28, and another six resulted from severe thunderstorm winds on September 5. Five of those injuries occurred as a tent collapsed during a church festival in Dearborn Heights, despite a severe thunderstorm watch being issued by the NWS hours before, and a severe thunderstorm warning being issued over 30 minutes prior to the storm's arrival. Flooding, severe thunderstorms and tornadoes in 2014 caused over \$2 billion in damages, significantly more than the \$277 million in damages the year before. 2014 followed a similar pattern as 2013, with fewer days of severe weather activity but, when it hit, the severe weather was more impactful, with higher winds, larger hail and significant damage in the State of Michigan.

### **Flooding**

There were two significant flood events during 2014: the Southeast Michigan floods in August and the spring snowmelt floods in West Central Lower, and parts of Upper Michigan in April. Rainfall amounts across Southeast Michigan on August 11 generally ranged from four to six inches, with most of the rain occurring in a three- to four-hour time period. Detroit Wayne County Metropolitan Airport (DTW) recorded 4.57 inches of rain on August 11. This marked the second wettest day in recorded Detroit weather history, which dates back to 1874 (July 31, 1925 – 4.74 inches). Many of the creeks, streams and rivers that feed the two main river systems in Metro Detroit, the Clinton and Rouge Rivers, also flooded. The Clinton River near Clinton Township and Ecorse Creek in Dearborn Heights reached record high stages.

The flooding closed many roads and freeways. Hundreds of vehicles were left stranded on area roads and freeways, necessitating the use of Michigan State Police dive teams to ensure no people were in those stranded vehicles. A few roads, embankments and bridges were damaged or destroyed by the flooding. Over 75,000 homes and businesses were damaged by flood waters, with another 40,000 affected. The total damage from the August 11, floods was estimated to be \$1.8 billion. This event qualified for a Presidential Disaster Declaration for individual and public assistance.

A heavy snowpack from the extreme winter of 2013-2014 started to melt in April 2014. This melting snow in combination with some heavy rain resulted in nearly \$8 million dollars in damage from flooding for portions of West Central Lower, and Upper Michigan. The high waters and thawing conditions led to the failure of the Wraco Lodge Dam on Wolf Creek in Roscommon County, and to ice jams along the Tecoosh, Rapid, and Escanaba Rivers in Delta County. In all, over 500 homes and business were affected by the flooding with dozens of road closures.

## **Flood Preparation and Planning**

(from the MCSWA seasonal April 2015 severe weather publication)

### **Steps to Prepare for a Flood**

Flooding can occur during any season in Michigan. Planning in advance can afford you extra critical time when a flood is coming, and can help you increase the odds of protecting your valuable documents, your real estate and your personal property – including cherished belongings. Developing a flood plan is one of the advance methods your family, business or community can put together to help you respond quickly in the event of a flood near your property. A “rapid-response” plan can be as simple as a one-page plan that answers the following questions:

#### **1. How will we find out about a coming flood?**

The first part of a Flood Plan is putting yourself in a position to get some advance warning of an unfolding situation. Large-scale flooding on the main stem of a river may occur over many hours or several days, but flash floods can strike in minutes. Important steps you can take include signing up for flood alerts and monitoring weather patterns and local conditions. Flooding in Michigan can happen any time of year.

- Sign up for National Weather Service Flood Alerts at [www.focusonfloods.org/flood-alerts](http://www.focusonfloods.org/flood-alerts);
- Monitor river levels via NOAA Watch at [www.weather.gov/ahps/region.php?state=mi](http://www.weather.gov/ahps/region.php?state=mi);
- Determine your property’s proximity to waterways by learning about and reviewing flood hazard maps at: [www.floodsmart.gov/floodsmart/pages/flooding\\_flood\\_risks/understanding\\_flood\\_maps.jsp](http://www.floodsmart.gov/floodsmart/pages/flooding_flood_risks/understanding_flood_maps.jsp);

#### **2. At what river level does our property begin to flood?**

First, determine “What’s Your Number?” by learning the flood stage at the stream gage nearest you. This information is available through the National Weather Service’s Advanced Hydrologic Prediction Services web site at <http://water.weather.gov/ahps>; Then, determine the level at which floodwaters begin to affect your property. This step may take research or personal experience to determine, such as talking to neighbors to find out how high the river was during recent floods, and at what point flooding began in your neighborhood. Each neighborhood and each property has its own unique terrain and placement to consider when determining this factor, and it is safest to err on the side of caution.

#### **3. How can we prepare for floods?**

Preparing your household for a flood involves steps that will improve your readiness for many different types of disasters. Give yourself plenty of time to evacuate by developing an emergency kit including first aid supplies, a three-day supply of non-perishable food, bottled water, a battery powered radio, flashlights and extra batteries. Also, have personal items ready like rubber boots, a rain jacket, warm clothes and hygiene and sanitation products. Learn additional ways to prepare at [www.ready.gov/floods](http://www.ready.gov/floods);

#### **4. How will we learn about evacuation orders?**

Contact your local emergency management office to find out how your community notifies residents of floods and how it will issue evacuation orders. Make a commitment to follow evacuation orders the first time to help prevent emergency personnel from having to return to the affected area for a rescue when travel is no longer safe.

### **5. What access roads can we use to evacuate in the case of rising waters?**

Research indicates the majority of flood-related fatalities occur when cars become trapped on roads that are known to flood. To prevent this, follow instructions from emergency personnel and before a flood happens talk to neighbors, emergency personnel and others to determine when and where flooding typically occurs on access roads leading to your home. Know what roads you regularly travel and whether or not they will flood, and plan alternate routes when needed.

April 2015 Page 11 of 16 [www.mcswa.com](http://www.mcswa.com)

### **6. What steps should we take to prepare our property?**

Research the flood-proofing options available to you. Can you install a quick-disconnect furnace, or elevate electrical and mechanical equipment? Are there steps you can take to alleviate pressure on your structure and to prevent extensive damage to doors and windows if flooding does occur? For additional information about protecting your property from floods, visit [www.mcswa.com](http://www.mcswa.com);

### **7. Where should our family meet if we are separated during a flood event?**

Before a flood or other emergency strikes, designate a safe place away from your home where your family members can all meet. Make sure that all family members know the location, you have a plan for contacting each other, and you have an emergency kit ready to take with you. In addition, it is important to know whether your child's school or family members' work place is in a flood zone. If so, what provisions are in place to ensure their safety?

### **8. How do I keep my family safe during a flood?**

Floods are among the most frequent and costly natural disasters. For information on keeping your family safe before, during and after a flood, please visit: [www.mcswa.com](http://www.mcswa.com);

#### **Other Considerations**

- A written plan is essential for helping individuals and household members to think through important issues in advance. You should also research whether there are similar plans in place for your work and children's daycare and school, as well as to see how they work with your plan.
- Expect roadways to be blocked during a flood. Contact your friends and family to ensure they are safely sheltered. Listen to local media for flood-prone roads as well as making contact with neighbors in your area.
- Remember, the most common things people regret planning to protect during an emergency include pets, photographs and computers. Can you pack all these in a vehicle and drive to higher ground in time? Ensure you have a plan in place to protect your pets and keepsakes before an emergency.

#### **Helpful Flood Terms**

- **Flood Watch:** Flooding is possible. Tune in to your NOAA Weather Radio, local radio or television for information and check the flood alert sites on the Internet.
- **Flash Flood Watch:** Flash flooding is possible. Be prepared to move to higher ground and tune in to your NOAA Weather Radio, commercial radio or television for information.
- **Flood Warning:** Flooding is occurring or will occur soon. If advised to evacuate, do so immediately.
- **Flash Flood Warning:** A flash flood is occurring. Seek higher ground immediately.

## **Why Buy Flood Insurance?**

(from MCSWA April 2015 publication)

Flooding can occur during any season in Michigan. The National Flood Insurance Program (NFIP) estimates that 90 percent of all natural disasters involve flooding. A small amount of water can bring a tremendous amount of damage, and many property owners are unaware that their properties are at risk for flooding. A home located in the floodplain has a four times greater risk of flooding than burning during the course of a 30-year mortgage.

What's worse: many property owners don't realize that their homeowners' or property owners' insurance doesn't cover flood damage. To be covered from flood damage, one must purchase National Flood Insurance through an insurance agent. Consider that even just an inch of water can require a property to replace carpet, drywall, floor boards, moldings, doors and other belongings. Additionally, clean-up of mud and residue can be costly, as can repairing any mold and mildew damage that may occur. To help calculate flood damage that might occur to your home, visit [www.floodsmart.gov](http://www.floodsmart.gov); and click on the link to learn more about "What Could Flooding Cost Me?"

### **1. Is flood damage covered by my homeowners insurance?**

Flood damage is excluded in nearly all homeowners and renters insurance policies but, if desired, can be purchased as a separate policy.

### **2. Where do I get flood insurance?**

Any licensed property/casualty insurance agent can sell a flood insurance policy. If you experience trouble in locating an agent, contact the National Flood Insurance Program's agent referral program at 1-888-CALL-FLOOD. You can also locate an agent by filling out your "One-Step Flood Risk Profile" at [www.floodsmart.gov](http://www.floodsmart.gov);

### **3. Is there a waiting period before my flood insurance policy becomes effective?**

There is a 30-day waiting period before a new or modified flood insurance policy becomes effective. You can also locate an agent by completing your "One-step risk profile" at [www.floodsmart.gov](http://www.floodsmart.gov);

### **4. Do I need to live in a floodplain to get flood insurance?**

It is important to note that nearly 30 percent of all flood claims come from outside the "100-year floodplain" as determined by the National Flood Insurance Program. The fact that a property is outside of the "legal" floodplain does not mean that the river or stream can't still reach that property. You do not need to live in a floodplain to purchase flood insurance – coverage is available to any building located in a community that has qualified for the National Flood Insurance Program. For a listing of Michigan communities participating in the NFIP, you may visit [www.fema.gov/cis/MI.html%20](http://www.fema.gov/cis/MI.html%20);

### **5. Is water back up in basements covered by a flood insurance policy?**

Coverage for water back up in basements (drains/sewers) is excluded from the flood insurance policy.

### **6. Can I get coverage for water back up in basements?**

Although basement water back up is excluded under most homeowners' insurance policies, coverage can be obtained by purchasing an endorsement. Most insurance companies offer sewer and drain back up as optional coverage. Coverage and limits vary by insurance company, so check with your agent/company about specifics. Some insurers include full coverage for sump pump failure while others specify items that are covered.

## **2015 Annual MSFA Conference Held in Lansing, MI**

The 28<sup>th</sup> annual Michigan Stormwater-Floodplain Association (MSFA) conference was held in downtown Lansing, MI at the Radisson Hotel February 25-27, 2015. The conference was well attended with over 113 registrants attending certain portions of or the whole conference. The pre-conference activities provided for the annual “Certified Floodplain Managers (CFM©)” one day refresher course followed by the proctoring of the CFM exam on the following morning for four ASFPM registered exam takers. Other specialty pre-conference sessions included soil erosion and sedimentation (SESC) certification training class and its exam, a training session and exam for Construction Stormwater Operator/Soil Erosion Inspectors, and workshops for “Floodplain 101” and for “Substantial Improvement & Damage Assessment”.

The main conference schedule covered various items of interest including FEMA updates about the Homeowner Flood Insurance Affordability Act of 2014, climate trends and projections on flood risks, creek restorations, dam removals, Insurance agent perspectives, wetland banking, disaster declarations and mitigation grants processes, local emergency management coordinator response experiences in two counties, and citizen and regional responses to local flooding that occurred as part of the Detroit area August 2015 flood event.

One item of discussion which the membership considered during the conference was the proposal to change the 2016 State Annual Conference to a one day conference to be held again in the Lansing area. The rationale for this change was to take into account the MSFA commitment to hosting the ASFPM week-long conference in June, 2016. Preliminary plans will have the conference being scheduled to be held at the State’s Secondary Complex facility near Dimondale.

## **New CFMs since 2014 MSFA Conference Recognized**

During the 2015 Conference Membership Luncheon, recognition was given to ten individuals who have pursued the applicable training and understanding of the National Flood Insurance Program (NFIP) and floodplain management principles and concepts so they would be successful in taking and passing the ASFPM CFM® exam. The new persons recognized were as follows and they make up a total of 84 CFM's in Michigan.

Sally Bos, CFM®, Howell

John Conway, CFM®, Detroit

Kimberly Danowski, CFM®, Shelby Township( below photo-right)

Susan C. Dickinson, P.E., CFM®, Pinckney (below photo-left)

Charles Humphriss, P.E., CA, CFM®, Saline

C. Bradley Kaye, AICP, CFM®, Midland

Lindsey Kerkez, CFM®, Ann Arbor

Mark Mathe, P.E., CFM®, Ida (below photo-center)

Aseel Putros, CFM®, Shelby Township

Gordon Wilson, CFM®, Washington Township



## Floodplain Manager of the Year 2015 Recognized

### By the MSFA

This year at the 2015 MSFA Membership Luncheon, one of its most prestigious awards was presented for the fourth year in a row. The George Hosek Outstanding Service Award is presented to an individual acknowledged by many as being involved in the support and operations of an outstanding local program or activity for comprehensive floodplain and stormwater management or a unique program that encourages flood impact awareness and reduction. The inaugural presentation of the award was to its namesake George Hosek. Subsequent winners have been Mark Walton, Rhonda Oberlin and Roger Garner.

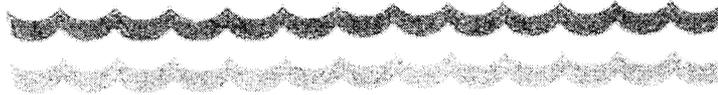
This year's award was presented to a very worthy gentleman, Mr. Peter S. Elam, CFM® (aka: Peter Wallace Arthur Clinton Charles Savage Elam) from Plainfield Township, Kent County. As in the past, the winner will be nominated for the Association of State Floodplain Managers Larry R. Johnson Local Floodplain Manager of the Year Award. Here listed are some of Peter's recognized attributes and accomplishments:

1. willing to go the extra mile to help out or to just explain floodplain or community issues.
2. actively works with local citizens to increase awareness of flood insurance for homes located in the floodplain.
3. developed a website that actively promotes floodplain management and flood mitigation.
4. worked with the community to complete a comprehensive floodplain inventory, identifying critical structures and buildings located within the floodplain in the community,
5. is working with the National Weather Service to establish additional river gauging networks to support flood forecasting for the protection of life and property.
6. has developed key partnerships with local businesses, the National Weather Service, the United States Geological Survey, and various local community groups located in the floodplain.
7. is one of a few who is a certified City Planner and also a Certified Floodplain Manager.
8. has worked tirelessly to implement flood hazard reduction activities and has been a champion on obtaining grant funds to buy out homes and businesses located in the floodway.
9. has applied for and received 8 FEMA Grants, including FMA, HMA and HMGP Grants totaling \$5.3 million and impacting 73 houses has a Bachelors of Science Degree in Urban Planning, Russian, Geography, and International Studies from the University of Minnesota, Duluth.
10. has a Master of Science Degree in Urban Planning from Minnesota State University, Mankato.
11. enjoys music.....and quite a range....including liking 50 bands on facebook from Travis Tritt to Ozzy Osbourne to Carlos Santana to Johnny Cash and even the Puddle Sharks.
12. is most dedicated to his 10-year old daughter.
13. digs sci-fi movies as well as comics, possibly favoring Aqua-man over the other Superheroes.....helping residents to safety during a flood, plugging a damaged flood wall, or maybe even building a flood wall out of Legos.

14. though from Minnesota, is a HUGE Green Bay Packer fan and is known by some as “Cheezy Petey” functioning as the Staff Planner at Plainfield Charter Township for the past 14 years and congratulations goes to our 2015 George Hosek Michigan Stormwater Floodplain Association Outstanding Service Award Winner Peter Wallace Arthur Clinton Charles Savage Elam.

*2015 George Hosek*

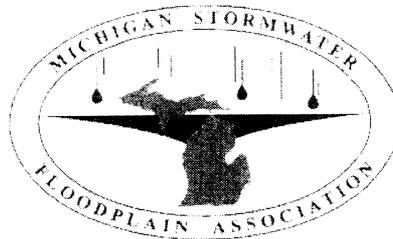
*MSFA Outstanding Service Award*



*The Michigan Stormwater-Floodplain Association Honors*

**PETER S. ELAM, CFM**

In recognition of your contributions which have resulted in outstanding local programming and activities for comprehensive floodplain & storm water management.



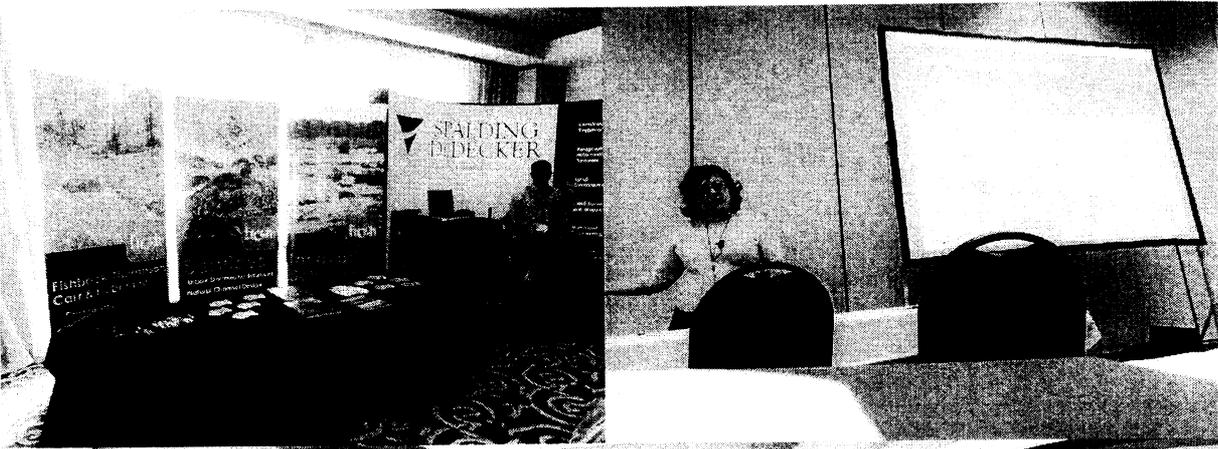
(below photo left) holding the award presented to him by Mr. Tom Smith, P.E., CFM® of Prein and Newhof, Inc. (below photo right).



# 2015 MSFA Conference

## Collage







# **2015 Michigan Stormwater Floodplain Association**

## **Scholarship Program**

(by Jerry Hancock and Les Thomas)

The scholarship program is coordinated and managed by member Jerry Hancock.

This year's MSFA board of directors made available one \$1,500 scholarship for interested college junior, senior, and graduate students involved in engineering and other various fields of study related to floodplain and stormwater management control to via for. Applications are required and are submitted in October –November for review, evaluation, and scoring by the board of directors (officers and regional representatives). This year there were seven applications received including students from University of Michigan, Western Michigan University, Calvin College, Michigan Technological University, Lawrence Technological University, and Ferris State University. The board selection to receive the 2014/2015 scholarship was Nolan Sandberg who attends the University of Michigan. Below is Nolan's biography which provides a hint to his eligibility and basis for selection.

### **Nolan Sandberg's Biography Brief**

University of Michigan – Nolan is a graduate student working on a Masters Degree in Landscape Architecture, and expects to graduate in April of 2015. He received a Bachelor degree in Mechanical Engineering from the U of M in 2007. After undergraduate school he spent a year in the Maryland Conservation Corps and discovered his interest in water resources. He then spent two years in Honduras with the US Peace Corps as a Water and Sanitation Engineer. Nolan has also completed internships with Matthaei Botanical Gardens and Nichols Arboretum (Ann Arbor, MI), Project for Public Spaces (New York, NY), Peter Allen & Associates (Ann Arbor, MI), and Hamilton Anderson Associates (Detroit, MI). During graduate school Nolan has also been a Graduate Student Instructor in urban stormwater classes.

July 16, 2015

**Michigan Municipal League Annual Meeting Notice**

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Traverse City, September 16-18, 2015. The League's "Annual Meeting" is scheduled for 12:00 pm on Thursday, September 17 in the West Bay Ballroom Dome at the Park Place Hotel. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
  
2. Policy. A) **To vote on the Core Legislative Principles document.**  
In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.  
  
B) **If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on.** (See #2 on page 2.)  
In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 17, 2015.**
  
3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> **no later than August 21, 2015.**

Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

"Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

1675 Green Road  
Ann Arbor, MI 48105-2530  
734.662.3246 800.653.2483  
734.662.8083

208 N Capitol Avenue  
1st Floor  
Lansing, MI 48933-1354  
800.653.2483  
517.372.7476

200 Minneapolis Avenue  
Gladstone, MI 49837-1931  
906.428.0100  
906.428.0101

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

### 1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

### 2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus the deadline this year for the League to receive resolutions is **August 17, 2015**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

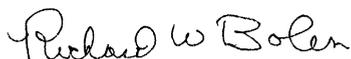
Further, “Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof.”

### 3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Wednesday, September 16 in the Corner Loft in downtown Traverse City for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Richard Bolen  
President  
Mayor Pro Tem of Wakefield



Daniel P. Gilmartin  
Executive Director & CEO

# **IONIA COUNTY BOARD OF COMMISSIONERS**

**July 28, 2015 - 7:00 p.m.  
Conference Room – Central Dispatch Building**

## **AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
  - A. Consideration of additional items
- V. Public Comment**  
(3 minute time limit per speaker – please state name/organization)
- VI. Did You Know?**
- VII. Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
  - B. Approve per diem and mileage
  - C. Approve payment of General Fund payroll and accounts payable for the month of June 2015- \$1,672,934.69
  - D. Approve payment of Health Fund bills - \$94,857.69
  - E.
- VIII. Unfinished Business**
  - A. Facilities
- IX. New Business**
  - A. Presentation of Sheriff's Office Citizen Awards
  - B. Replacement of Substitute Driver for COA Home Delivery Meals
  - C. Implementation of 401a Plan for Non-Union New Hires
  - D. FY15 EMPG Agreement
  - E. Cemetery Trust Fund Deficit Elimination Plan
  - F.
- X. Reports of Officers, Boards, and Standing Committees**
  - A. Chairperson
  - B. County Administrator
- XI. Reports of Special or Ad Hoc Committees**

**XII. Public Comment (3 minute time limit per speaker)**

**XIII. Closed Session**

**XIV. Adjournment**

**Board and/or Commission Vacancies**

- Board of Public Works – One three-year term expiring January 2018.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Community Corrections Advisory Board – Two positions, one Media Representative and one Workforce Development Representative.
- Community Mental Health Services Board – One three-year term, expiring March 2018.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.
- Green View Point Park Advisory Board – One position, which is a Member-at-Large.
- Substance Abuse Initiative – One two-year term, expiring December 2015. Must be a resident of Commissioner District Seven.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2015 which serves as the Private Sector Representative.

**Appointments for consideration in the month of August 2015:** None

**Appointments for consideration in the month of September 2015:**

- *Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services Emergency Coordinator* – One three-year term.
- *Commission on Aging Board* – Three three-year terms.