

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 21, 2016

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Kirk, DDA/Main Street Director Perry

Guests: Julie Calley, Ionia County Commissioner, Tim Krizov, Portland Area Fire Authority Assistant Chief and Employee at Wastewater Treatment Plant; Kathy Parsons; 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 Police Chief David Kirk.

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

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under Public Comment, Ionia County Commissioner Julie Calley provided an update on County business.

Under the City Manager Report, City Manager Gorman stated that before the tree removal process began along Kent St. City staff and engineers re-assessed the trees slated for removal and determined that four previously marked should not be removed. The tree removal process had to be completed by April 1, 2016 due to the habitation of an endangered bat. The City does not take this process lightly and has made every effort to save as many trees as possible. The trees marked for removal have been deemed unsafe or are being removed in order to widen sidewalks to make them ADA compliant. Trees that have been removed will be replaced at the completion of the Kent Street Improvement Project.

City Manager Gorman noted that the City is entitled to \$350,000 in Small Urban Funding for funding of road projects. Previously, these funds were used for the Cutler Road Improvement Project. He will meet with City Engineers to determine the priority for funding for the next project for a major street. The deadline is April 29th. Funds are traded with the County each year.

The City will participate in a Mayor Exchange with Lowell this year. Dates are to be determined.

The EDC has been in discussions with Sparrow in regard to a potential development on the property owned by the City at Cutler Rd. and Grand River Ave. At this time, Sparrow is considering a purchase of approximately five acres at the top of the hill on Cutler Road near the Nazarene Church.

Council Member Baldyga commended City Manager Gorman on the handling of the removal of trees along Kent St. He stated that it was a wonderful example of how communication should work with residents.

Under Presentations, DDA/Main Street Director Perry provided a report on the downtown. There will be another opportunity for the Façade Grant program which provides a 50/50 matching grant for façade improvements. The Sign Grant will also be opening for two weeks for the entire DDA District. The Block Party will be held Saturday, May 21, 2016.

Under New Business, the Council considered Resolution 16-11 to adjust the purchase of a generator for the Riverside Lift Station. In the event of a loss of power, the Riverside Lift Station currently has no alternate power source to move wastewater from the lower elevation to the higher elevation in order to provide the appropriate flow to the Wastewater Treatment Plant. In September 2015, the Council approved the installation of a standby generator for this purpose. The City's engineers, Fleis & VandenBrink, have determined that the generator proposed was slightly undersized and recommends a larger generator, along with various price adjustments.

There was some discussion as to the need for a generator for this lift station in comparison to the City's other lift stations. The difference is that the Riverside Lift Station is older than the others and does not have as big of a basin to hold the sewage as it flows into it. Therefore, the pump must be working virtually all the time.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 16-11 adjusting the purchase of a generator for the Wastewater Treatment Plant to be used for the Riverside Lift Station.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-12 to approve the purchase of 21 street lights for the Kent Street Improvement Project, in the amount of \$55,188.00, which is scheduled to begin in June 2016. This project will consist of repairing or replacing the curb, sidewalk, storm sewer, sanitary sewer, street lights, and paving from Academy St. to the City limits.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-12 approving the purchase of street lights for the Kent Street Improvement Project.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 16-13, a Resolution of Intent to Sell surplus property owned by the City at 628 Canal St. that was acquired through tax reversion.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 16-13, a Resolution of Intent to sell surplus property owned by the City.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-14 to approve a Budget for Fiscal Year 2016-2017 for the Portland Area Fire Authority. The Portland Area Fire and Emergency Services Board met on January 5, 2016 and approved to recognize the proposed budget. City staff reviewed the proposed budget and the

funding formula governing the percentage of budget funded by each entity. The City's portion of the proposed budget is \$110,171.29 which is approximately 7.4% higher than the City's contribution in the FY 2015-2016.

Mayor Pro-Tem VanSlambrouck commented that the proposed budget was well thought out and a great document was developed.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 16-14 approving a Budget for Fiscal Year 2016-2017 for the Portland Area Fire Authority.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-15 to approve a proposal from Fleis & VandenBrink to apply for funding through the Local Bridge Program administered by the Michigan Department of Transportation (MDOT) on behalf of the City at a cost of \$1,000.00. Bridge inspections conducted in 2014 and 2015 on the three vehicular bridges in Portland concluded that repairs, maintenance, and eventual replacement are necessary. Through the Local Bridge Program MDOT provides funds for 95% of the construction costs, with the local agency responsible for a 5% match and engineering costs.

There was discussion of the three vehicular bridges and a possible priority for repairs/replacement.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 16-15 approving Fleis & VandenBrink's proposal to apply for funding through the Local Bridge Program administered by the Michigan Department of Transportation.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolutions 16-16, 16-17 and 16-18 to approve the submittal of applications for Local Bridge Program funds for replacement or preventative maintenance of the three vehicular bridges in Portland. The Michigan State Legislature and the U.S. Congress have appropriated funds for these purposes. The Divine Highway Bridge over the Looking Glass River is deteriorated and in need of replacement. The Bridge Street Bridge over the Grand River is deteriorated and in need of maintenance. The Grand River Avenue Bridge over the Grand River is deteriorated and in need of maintenance.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 16-16 to approve the submittal of an application for Local Bridge Program funds for replacement of the Divine Highway Bridge over the Looking Glass River.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 16-17 approving the submittal of an application for Local Bridge Program funds for preventative maintenance of the Bridge Street Bridge over the Grand River.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 16-18 approving the submittal of an application for Local Bridge Program funds for preventative maintenance of the Grand River Avenue Bridge over the Grand River.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-19 to extend the moratorium on the enforcement of Section 42-306 (c)(2) of the City of Portland Zoning Ordinance to accommodate reconstruction in the City after the devastating tornado that caused severe damage to many buildings and structures throughout the City on June 22, 2015. City Manager Gorman stated that in an abundance of caution he recommends this last extension of the moratorium in order to ensure that property owners have had adequate time to rebuild. State Law allows for a moratorium to be in place up to 1 year. This last moratorium will expire on Saturday, July 2, 2016.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 16-19 to extend the moratorium on the enforcement of Section 42-306(c)(2) of the City of Portland Zoning Ordinance to accommodate reconstruction in the City.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-20 to approve the Board of Light and Power's recommendation to award electric undergrounding work along Marsalle Road to Cook Brothers Excavating, Inc. On March 15, 2016, the Board of Light and Power reviewed the proposed scope of work and estimated cost based on the previous contract with Cook Brothers Excavating, Inc. and approved a recommendation that the City Council approve the Marsalle Road Project.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 16-20 approving the Board of Light and Power's recommendation to award electric undergrounding work to Cook Brothers Excavating, Inc.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-21 to approve participation in the State bid process through the MiDEAL program for winter road salt 2016-2017. In addition to competitive pricing, the MiDEAL Road Salt Contracts provide the benefits of guaranteeing the City's order quantity, the availability of additional product if needed, and only requiring the City to accept 70% of its seasonal backup commitment.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 16-21 approving participation in the State Bid Process for Winter Road Salt 2016-2017.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, 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 March 7, 2016, payment of invoices in the amount of \$59,119.68 and payroll in the amount of \$141,896.92 for a total of \$201,016.60. A purchase order to Fleis & VandenBrink in the amount of \$5,159.57 for construction engineering was included.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman informed residents that the Community Wide Clean Up will be held on Saturday, April 30, 2016 and the Hazardous Waste Clean Up will be held Saturday, May 7, 2016.

The Chamber of Commerce held a ribbon cutting ceremony for Zug Elite Fitness, formerly Builders Lumber, this past week.

City Manager Gorman recognized the passing of Walt Sprague and expressed his condolences to his family.

Under Council Comments, Mayor Barnes also recognized the passing of Walt Sprague and noted that he and Portland Products were recognized at the Main Street Volunteer Recognition Dinner over the winter for their contributions to the community. The recognition was well deserved and Mr. Sprague greatly appreciated it. Mayor Barnes further stated Mr. Sprague will be missed in the community.

Motion by Fitzsimmons, supported by Baldyga, to adjourn the regular meeting.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:49 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk