

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, May 2, 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; Eric Proctor

Guests: Noreen Logel and Lisa Balderson with the Friends of the Red Mill; Evie Johnston; Kathy Parsons

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

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under Public Comment, Noreen Logel gave an update on the progress of the Red Mill Pavilion project and requested consideration of a change in plans to include a closed loop in-floor heating system in main area of the pavilion to serve as an ice melt system. Current plans already include in-floor heating in the restrooms. The Friends of the Red Mill are willing to install everything at this time or just the flex tubing in the cement that would allow for future installation of the other components.

Mayor Barnes stated that the City has a fantastic partnership with the Friends of the Red Mill. He further stated that he would like to ensure the City has all of the appropriate information in terms of the long-term maintenance costs before making a decision.

City Manager Gorman stated the feasibility of this request has been discussed by the DPW Supervisor, the Building Inspector, and the City Engineer and they have all expressed concern with the cost of maintenance.

Mayor Barnes suggested that input should be taken from the Parks and Recreation Board as the pavilion will be under their purview.

Lisa Balderson presented information from the contractor of the in-floor heating system. Although there are some variables to consider he estimates the cost to be \$250 per month if the in-floor heat were to be run continuously. He also estimated annual maintenance to be approximately \$220 per year.

There was continued discussion.

Mrs. Logel stated the in-floor heat would not be intended to heat the building but as a safety measure to keep the floor dry and ice free.

Under City Manager Report, City Manager Gorman reported the Community Cleanup was held Saturday, April 30, 2016 and was another successful event. The City will be looking at ways to improve the event. There were 307 loads (54% from City residents) compared to 393 at last year's event.

Goodwill is planning to hold their Grand Opening on Saturday, June 25, 2016. There is an easement that goes through the middle of that property. A recommendation will be made to the Council at an upcoming meeting to vacate the portion of the easement that is under the building for the purpose of a clear title.

City Manager Gorman stated that he has spoken with representatives of Muffler Man and they confirmed their commitment to Portland and they plan to reopen by June of this year.

Representatives of the Rindlehaven development has contacted the City and stated their interest in beginning the 2<sup>nd</sup> phase of that project. Their plans include the final top coat on the road.

Under Presentations, Mayor Barnes presented the Arbor Day Proclamation and reminded everyone that a tree planting ceremony will be held and that seedlings will be distributed to second graders at both Oakwood Elementary and St. Patrick Schools.

Mayor Barnes opened the Public Hearing to vacate the undeveloped portion of Marshall St. as requested by St. Patrick Church at 7:30 P.M.

City Manager Gorman stated that the field house owned by St. Patrick Church was damaged by the tornado on June 22, 2015. In order to have a clear title to begin construction of a new field house the undeveloped portion of Marshall St. situated southeast of Grove St. must be vacated.

There was no public comment on the vacation.

Mayor Barnes closed the Public Hearing at 7:33 P.M.

Mayor Barnes opened the Public Hearing on the Budget proposed for Fiscal Year 2016-2017 at 7:33 P.M.

Mayor Barnes thanked City Manager Gorman and City staff for their help in preparing the budget.

City Manager Gorman thanked City staff for their help and assistance in the preparation of the budget.

There was no public comment on the proposed budget.

Mayor Barnes closed the Public Hearing at 7:34 P.M.

Under New Business, the Council considered Resolution 16-34 to vacate the undeveloped portion of Marshall St. situated Southeast of Grove Street as requested by St. Patrick Church. City staff reviewed the request and determined that this portion of the street is unimproved and is not presently used or maintained by the City and is satisfied this portion of the street may be vacated without any adverse effects on the public health, safety, or welfare. The City's Department of Public Works has determined that public and private utilities do not exist within this portion of the street.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 16-34 to approve the vacation of the undeveloped portion of Marshall Street situated southeast of Grove St.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-35 to adopt the Annual Budget for Fiscal Year 2016-2017.

Mayor Pro-Tem VanSlambrouck thanked everyone for their hard work on the budget document. This year's budget is conservative but allows for maintenance and some purchase of equipment.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 16-35 to adopt the City of Portland's Annual Budget for Fiscal Year 2016-2017.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-36 to approve Fleis & VandenBrink's proposal in the amount of \$6,300.00 to assist the Wastewater Treatment Plant with improvements to the grit and thickener building related to heating and ventilation for more reliable performance.

City Manager Gorman stated that funds have been set aside per the requirements of the USDA funding of the Wastewater Treatment Plant Improvement Project for these kinds of repairs and maintenance.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 16-36 approving Fleis & VandenBrink's proposal to assist the Wastewater Treatment Plant with improvements to the grit and thickener building.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 16-37 for the purchase of an International Plow Truck to replace the current plow truck that is in disrepair and in need of replacement. The current snow plow trucks were purchased in 1994. DPW Foreman, Ken Gensterblum, recommends the approval of this purchase through the State of Michigan's MiDeal Program at a cost of \$146,409.00. Due to the extended time necessary for the manufacturer to build the truck, the order must be placed now in order to receive it for the 2016 winter season.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 16-37 approving the purchase of an International Snow Plow Truck for the Department of Public Works.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-38 to approve a fireworks display at the Portland High School Football Field as part of the 4<sup>th</sup> of July celebration on Sunday, July 3, 2016. This will be same as done previous years.

Mayor Barnes thanked the Chamber of Commerce for hosting this annual event.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 16-38 approving, authorizing and directing the Mayor to sign a permit for a fireworks display at Portland High School.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-39 to authorize a license agreement to farm the 52.9 acres at Grand River Ave. and Cutler Rd. The Economic Development Corporation (EDC) anticipates that no development activity will occur on the property during 2016 and recommends the City Council approve the license agreement with Mr. Francis Hoerner.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-39 approving, authorizing, and directing the Mayor and Clerk to sign a License Agreement to farm the 52.9 acres at Grand River Ave. and Cutler Rd.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 16-40 to approve Pay Request No. 9 in the amount of \$19,307.88 to MDOT for work performed on the Cutler Road Improvement Project. The City Engineer on the project has reviewed the pay request and recommends its approval.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 16-40 approving Pay Request No. 9 to the Michigan Department of Transportation for work performed on the Cutler Road Project.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Baldyga, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on April 18, 2016 and the City Council Budget Workshop on April 27, 2016, payment of invoices in the amount of \$129,569.63 and payroll in the amount of \$82,689.74 for a total of \$212,259.37. A purchase order to Power Line Supply in the amount of \$9,180.00 for rolls of wire was also included.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that Mayor Exchange with Lowell will be held May 26, 2016 and June 30, 2016.

City Manager Gorman reminded residents to avoid blowing grass clippings into the road as they will plug the storm sewers.

The Portland Area Fire Authority will hold a Spaghetti Dinner on Wednesday, May 11, 2016 from 5:00 – 7:00 P.M.

Under Council Comments, Mayor Pro-Tem VanSlambrouck noted that the VFW will hold a Walleye Dinner on Friday, May 6, 2016 from 5:00 – 8:00 P.M.

Council Member Fitzsimmons thanked City Manager Gorman for the great work on the budget. The City is doing well.

Mayor Barnes stated that by law the City is required to review the wastewater rates as a condition of funding on the Wastewater Treatment Plant Improvement Project. There were many years when rates were not increased which eventually led to shortfalls in revenue. There are significant maintenance costs to the Wastewater Treatment Plant to provide a good, safe service. This year's budget includes a 2% increase to the wastewater and water rates. When Portland's rates are compared to other communities we are still lower than most.

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

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 7:53 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk