

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 1, 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; DDA/Main Street Director Perry; Police Chief Kirk; Camera Operator Eric Proctor

Guests: Kathy Parsons; Brian Rice of Fleis & VandenBrink

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

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

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman provided an update on the Kent Street Improvement Project. The project is on schedule and on budget at this time. The underground work is essentially complete.

There has been concern expressed from local residents about the cost of building permit fees. City Manager advised that the City will be looking at the fee schedule and doing a comparison study.

Mayor Barnes noted that the fees are set by Municipal Inspection Services, the third party that conducts the inspections.

Under Presentations, DDA/Main Street Director Perry presented her report on downtown activities and provided a new business report. The Quarterly Business After Hours was held last week, a Harry Potter party will be held Saturday, August 6, 2016 at the Portland District Library and another Pokémon Party will be held again in a couple of weeks. The light pole painting project has also been completed.

Eric Proctor presented information on the Beerfest on the Bridge event to be held Saturday, August 13, 2016.

Under New Business, City Manager Gorman stated the legal counsel of Archer Daniels Midland (ADM) made an addition to the Donation Agreement between ADM and the City of Portland that the use of the property at the corner of Grand River Ave. and Divine Hwy. be restricted to municipal purposes. City Manager Gorman recommended approval of the agreement with this restriction. He further stated it has been a pleasure to work with the employees of ADM.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 16-57 approving a Donation Agreement between Archer Daniels Midland (ADM) and the City of Portland.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The City Council considered Resolution 16-58 to approve an Environmental Site Assessment proposal from Fleis & VandenBrink for the property to be donated by ADM as outlined in Resolution 16-57. There is a clause in the donation agreement that City can withdraw from the agreement if the environmental study does not come back clean.

Mr. Rice of Fleis & VandenBrink gave an overview of the proposal from Fleis & VandenBrink. The Phase I study of this property was completed in 2014. Due to the timeframe, that results of that study have expired so it will be updated. The purpose of the Phase II is to determine if contaminants are in the soil or ground water. Samples will be collected and sent out for analysis. There will also be further investigation into historical evidence of a crude oil tank and a gravity feed line into the grain mill. There is also historic evidence of coal storage on the site that will be investigated.

There was some discussion.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 16-58 to approve an Environmental Site Assessment Proposal from Fleis & VandenBrink Engineering.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The City Council considered Resolution 16-63 to approve payment of bill no. 2 in the amount of \$122,134.06 to MDOT for work performed on the Kent St. Improvement Project. The City's engineer on the project has reviewed the bill and is recommending payment.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 16-63 approving payment of Bill No. 2 to the Michigan Department of Transportation for work performed on the Kent Street Improvement Project.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The City Council considered Resolution 16-64 to approve the proposal from Fleis & VandenBrink to provide Bridge Inspection Services for 2016. MDOT requires all bridge structures eligible for Federal funds be inspected at least once every two years. The Grand River Avenue and Bridge Street bridges were last inspected in August 2014 and the Divine Highway Bridge in August 2015 and are due to be re-inspected. The Bridge Street Bridge is a historic steel truss bridge with fracture critical members that require a special hands-on inspection that will require the bridge to be closed to traffic during the inspection. This type of bridge is required to be inspected with the same frequency as routine inspections (once every two years) in an effort to prevent a catastrophic failure. Fleis & VandenBrink provided a proposal to do the routine bridge inspections for all three bridges and the fracture critical inspection for \$3,100.00.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-64 approving Fleis & VandenBrink's proposal to provide bridge inspection services for 2016.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes
Nays: None
Adopted

The Council considered Resolution 16-65 to appoint an Officer Delegate to represent the City at the 2016 MERS Conference, September 28-29, 2016, at the Grand Traverse Resort in Acme, MI. Each participating municipality may send an employee delegate and an officer delegate. The employee delegate is selected by ballots cast by employees and the officer delegate is appointed by the governing body. The City Manager recommends the Council appoint Deputy City Treasurer, Mindy Tolan as the City's Officer Delegate.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 16-65 appointing an Officer Delegate to represent the City at the 2016 MERS Conference.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes
Nays: None
Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on July 18, 2016, payment of invoices in the amount of \$313,456.22 and payroll in the amount of \$150,943.08 for a total of \$464,399.30. Purchase orders to the Portland Area Fire Authority in the amount of \$27,494.47 for 1st Quarter fire services and MML Liability and Property Pool in the amount of \$81,233.00 for the insurance premium were also included.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes
Nays: None
Adopted

Under City Manager Comments, City Manager Gorman stated that Mr. Hilligan, of the Conflux Brewing Company, is in the planning stages of his development here in Portland. He has been working with City Engineers and the Wastewater Department to determine if his business would have any impact on the City's sewer system. He has decided to have the waste created by brewing beer hauled away so there will be no impact on the Wastewater Treatment Plant. He is still working through the planning process.

City Manager Gorman reminded residents that the Primary Election will be held tomorrow, August 2, 2016. The polls are open from 7:00 A.M. to 8:00 P.M.

Under Council Comments, Mayor Barnes reminded residents that the Relay for Life event will be held Saturday, August 6, 2016 at Portland High School.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes
Nays: None
Adopted

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk