

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, November 7, 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: Nicholas Grenke of the Sentinel-Standard; Kathy Parsons

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

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman stated that after all considerations the City has decided not to accept the property at Divine Hwy. and Grand River Ave. that ADM Alliance Nutrition offered to the City. The City appreciates their offer and noted that they have been a great partner throughout the decision process. City Manager Gorman further stated that the possibility of changing the trajectory of the Divine Hwy. Bridge when it is reconstructed in the future was a consideration but it has been estimated that it may cost an addition \$1 million to do so.

City Manager Gorman noted that ADM Alliance Nutrition may be open to some other uses of the property by the City that would not involve a transfer of the property.

The City received the site plan for the proposed redevelopment of Muffler Man at 738 E. Grand River Ave. The site plan proposes the addition of 2 bays with a complete remodel and expanded footprint of the building. In reviewing the proposed plans it has been discovered that a Special Land Use Permit will be required. The City continues to work through the planning process with the developer.

It appears that McDonald's has resumed negotiations on the property at the corner of Grand River Ave. and Bridge St. The proposed project of rebuilding a new McDonald's may be moving forward.

City Manager Gorman further advised that Sparrow is still moving forward with its proposed development in Portland. He noted that he hopes to have more information later in the week.

Wendy's is in the process of remodeling their facilities.

Jim Hilligan of ConfluxCity Brewing Company will present his proposed development plan to the Planning Commission at its meeting on Wednesday, November 9, 2016.

City Manager Gorman informed the Council that a small amount of contaminants had been leaked into the Looking Glass River behind the Looking Glass Café on Sunday, November 6, 2016.

Police Chief Kirk provided further information and an update on the chemical spill.

City Manager Gorman commented on the success of the Portland Police Department Facebook page. They were recently able to recover a semi and tractor trailer full of tires that had been stolen from Keusch's Super Service due to a tip received from a Facebook post.

Cook Brothers Excavating recently completed the maintenance repairs on the River Trail. The work was completed on schedule and under budget. The contractor hired by Cook Brothers Excavating will be coming back, possibly in the spring, to fix a couple of small areas that were damaged during the course of the repairs.

City Manager Gorman noted that the Fiscal Year 2015-2016 audit has been completed by Abraham & Gaffney. They will be at the next Council meeting to present their findings.

Under Presentations, DDA/Main Street Director Perry presented the Downtown Report. She stated that Senator Stabenow visited Portland last week and visited 3 businesses in the downtown. The MEDC made a visit to Portland last week and will be examining the Main Street program when they are in Portland on Wednesday, November 9, 2016. The Downtown History Walk was a great event with over 100 people attending. The Main Street Appreciation Dinner was held last week. Holidayfest will be held Saturday, December 10, 2016.

Mayor Pro-Tem VanSlambrouck asked if Director Perry has been looking at the DDA/Main Street budget and starting that process.

Director Perry explained the budget process and stated the DDA/Main Street budget is reviewed quarterly with Finance Officer Kinde.

Council Member Fitzsimmons inquired what products are in the works.

Director Perry stated there is a lot on the table and nothing has been decided. At this point, research is being conducted.

Under New Business, the City Council considered Resolution 16-80 to approve Bill No. 5 to MDOT in the amount of \$9,166.68 for work performed on the Kent Street Improvement Project. The City Engineer on the project has reviewed the bill and is recommending the City Council approve the payment.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 16-80 approving Bill No. 5 to the Michigan Department of Transportation for work performed on the Kent Street Improvement Project.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-81 approving the Downtown Development Authority (DDA) Director Employment Contract. At its regular meeting on October 20, 2016 the DDA Board approved the DDA Director Employment Contract and related documents.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 16-81 approving the Downtown Development Authority (DDA) Director Employment Contract.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-82 regarding a contract for the purpose of financing the International snow plow truck purchase approved by Council on Resolution 16-37. The proposed contract would be with Tax-Exempt Leasing Corp. City staff recommends approving the lease agreement for the adjusted amount of \$147,582.00. The terms of the lease are five annual installments of \$31,931.31 at 2.68%.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-82 regarding a contract for the purpose of financing the International snow plow truck for the Department of Public Works.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 16-83 to approve the purchase of a Bobcat compact track loader for the Department of Public Works (DPW). The DPW currently maintains a 1998 John Deere 770 tractor that is used for snow removal and various citywide tasks. The tractor has fallen into disrepair and is in need of replacement. The Director of Public Works and the DPW Foreman, utilizing the State of Michigan's MiDeal Program, recommends the City Council approve the purchase of a 2017 T450 T4 Bobcat compact track loader and attachments for the estimated price of \$51,731.00.

City Manager Gorman stated that a savings of 25-30% is typically realized on purchased through the MiDeal program. He further noted that there are sufficient funds budgeted for the purchase. This piece of equipment will replace the old John Deere tractor and will be used for multiple purposes, but primarily for plowing sidewalks in the winter. It is very versatile with many attachments.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 16-83 approving the purchase of a Bobcat compact track loader for the Department of Public Works.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-84 to approve an update to the Land Division Application Form to include a fee of \$70.00, plus \$20.00 for each additional split.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 16-84 approving an update to the Land Division Application Form.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-85 to approve, authorize, and direct the Mayor to sign the Joint Funding Agreement for the operation of the Streamgaging Station. The City operates a hydroelectric

plant that is licensed by the Federal Energy Regulatory Commission (FERC). The City's FERC license requires it to jointly fund the operation of the Streamgaging station on the Grand River with the U.S. Geological Survey, U.S. Department of the Interior. The proposed joint funding agreement is for the period of October 1, 2016 through September 30, 2017. The City has paid the \$7,850.00 to maintain the Streamgaging station.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-85 approving, authorizing, and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging station.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 16-86 to accept and dedicate Rindlehaven Commons, Wild Plum Street and Rindle Bluff Drive, within the Rindlehaven Neighborhood Condominium as public streets. Rindlehaven Land Company, LLC, has conveyed title to the streets and designated right-of-ways. The City of Portland is not responsible for landscaping, mowing and similar maintenance of these streets. The streets have been constructed in compliance with the ordinances and regulations of the City of Portland and have been inspected and approved by the City's engineer.

Mayor Barnes clarified that the City taking over these streets has been the intent since the development was proposed as long as the streets were built to City specifications.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 16-86 accepting and dedicating roadways within the Rindlehaven Neighborhood Condominium as public streets.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on October 17, 2016, payment of invoices in the amount of \$122,366.60 and payroll in the amount of \$251,424.97 for a total of \$373,791.57. Purchase orders to Ionia County Central Dispatch in the amount of \$5,000.00 for the CAD Grant Project Implementation, Fleis & VandenBrink in the amount of \$5,283.85 for environmental due diligence, Michigan Electric Cooperative Association in the amount of \$12,110.00 for 2017 safety dues, and KS State Bank in the amount of \$19,720.54 for the 1st payment on the heart monitor lease were also included.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that the CAD Grant was submitted through Ionia County Central Dispatch. This upgrade will allow information from 911 to be pushed to the police vehicles.

City Manager Gorman noted that City officials had observed the recent utility billing complaints on the community Facebook page. He reminded residents to contact City Hall if they have questions regarding their utility bills and encouraged an open dialogue.

He further reminded residents that the General Election is tomorrow, Tuesday, November 9, 2016. Polls are open from 7:00 A.M. to 8:00 P.M.

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated that he is thankful the DDA/Main Street Director's Contract has been worked out and approved. He looks forward to having it signed before the Annual Main Street Review on Wednesday, November 9, 2016.

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:38 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk