

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Tuesday, February 21, 2017

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 Transitional Coordination Director Briggs

Guests: Georgia Sharp, Ionia County Board of Commissioners District Representative; Dan Paquet of the WODA Group; Jim Hilligan of ConfluxCity Brewery Company, LLC; Mike Judd; Karen Bota of the Sentinel Standard

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

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, Georgia Sharp provided an update on business at Ionia County. She reported that the County is in good financial condition and that bids will be opened tomorrow for the addition to the Courthouse.

Under City Manager Report, City Manager Gorman stated that the survey regarding curbside recycling will be available for about another week. The feedback will be further assessed and discussed. Current survey results indicate relatively strong support for implementation of curbside recycling.

City Manager Gorman stated that he continues to work with Sparrow on the proposed purchase agreement for a potential development on Cutler Rd. He hopes to have a document for the EDC to review at their meeting scheduled for February 27, 2017.

City Manager Gorman reported that he received a call from representatives for McDonald's earlier today and they may be ready to present the site plan to the Planning Commission at their next meeting on March 22, 2017 for reconstruction of their facilities.

The City received sixty-one applications for the Wastewater Treatment Plan Operator position. Ten of the applicants will be interviewed next week.

Under Presentations, DDA/Main Street Transitional Coordination Director Briggs provided the DDA/Main Street Report. She stated that DDA board members recently signed a Conflict of Interest Policy that coincides with City's Ethics Policy. Planning for the May 20, 2017 Block Party has begun with the help of other community organizations. Applications for the DDA/Main Street Director position will be accepted through Friday, March 3, 2017. The DDA will soon be opening both the Façade and

Sign Grant rounds. Work is also underway on the FY 17/18 Budget to align with the 2014 DDA Development Plan and Tax Increment Financing Plan as well as the City's Master Plan.

Dan Paquet of the WODA Group provided an update on the Old School Manor project. He stated that an incredible amount of progress has been made over the past couple of months and presented photos of the progress. There has been a great team of contractors working on the project, many of them are local. The exterior doors and wood floors are being refurbished and will be reinstalled. The anticipated completion date is Fall 2017.

Under New Business, the Council held the First Reading of Ordinance 175KK to amend the City Zoning Map as requested by Jim Hilligan to rezone the properties located at 260 W. Grand River Ave. near Pleasant Street (34-300-050-000-015-00) and the property located at 135 Water Street (34-300-250-000-490-00) to C-2 under Section 42-33 of the Zoning Ordinance. This corner lot has a total of five different parcels. Currently, three of the parcels are zoned C-2. The request is to rezone two of the other parcels to C-2 in order to maintain a consistent and unified piece of property that will better accommodate the proposed project and any future businesses that may wish to occupy the property.

City Manager Gorman explained that although the property to the back, along Pleasant St., is listed as one of the properties to be rezoned City staff is reasonably confident it is already zoned C-2. Some internal documents indicate it might have been zoned R-2. All official city and county records show that it is zoned C-2. In an abundance of caution it too has been included in the rezoning request.

City Manager Gorman further stated that the appropriate notice was published in the local newspaper and was sent to the surrounding residents.

Mr. Hilligan stated that the only change in the plan from what was previously presented to Council is the location of the parking lot. It was moved a bit due to concerns from the adjacent neighbor. He will also be adding additional screening as requested.

The Council considered Resolution 17-11 to approve Fleis & VandenBrink's proposal to provide design engineering services in the amount of \$91,100.00 for street improvements to James St. between Charlotte Hwy. and Grant St. The plans for the project should be completed soon and let this Spring for Summer/Fall construction.

Mayor Barnes suggested that James St. from Grand River Ave. to Grant St. be included in the project. He suggested it at least have a mill and fill as this section is also in very rough condition. He asked City Manager Gorman to check into adding it to the project.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 17-11 approving Fleis & VandenBrink's proposal to provide design engineering services for street improvements to James St. between Charlotte Hwy. and Grant St.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 17-12 to publish a Notice of Intent to issue municipal securities and construct capital improvements. Capital improvement plans include improvements to James St. and the 1<sup>st</sup> Phase of improvements on Grand River Ave. between the city limits and the I-96 overpass.

Improvements to Grand River Ave. will be completed in phases in order to capitalize on the Small Urban Funding. The interest rate on the bonds is 1.75%.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 17-12 to purchase, acquire and construct capital improvements and to publish Notice of Intent to issue municipal securities.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-13 to amend the Capital Improvement Plan (CIP) to include projects for the Parks Department. The Parks Department has an opportunity to apply for state funding through the Michigan Department of Natural Resources and recommends that projects including a Thompson Field Canoe/Kayak Launch, Bogue Flats Park Improvements; and Community Lake Improvements be included in the CIP.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-13 amending the City of Portland Capital Improvement Plan to include projects for the Parks Department.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-14 to approve a capacity purchase for the Board of Light and Power through the Michigan Public Power Agency (MPPA) to meet a portion of its future load requirements for June 1, 2019 through May 31, 2020 by purchasing capacity not to exceed \$144,000.00. At its meeting on February 21, 2017 the Board of Light and Power voted to recommend that City Council approve the capacity purchase.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 17-14 approving a capacity purchase for the Board of Light and Power through the Michigan Public Power Agency.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-15 to approve the purchase of two 2017 GMC Sierra 2500HD Double Cab 4x4 pick-up trucks for the Board of Light and Power in the amount of \$59,234.50. The two current trucks are 13 years old and in need of replacement. At its meeting on February 21, 2017 the Board of Light and Power voted to recommend that City Council approve the purchase of the two pick-up trucks.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 17-15 to approve the purchase of two 2017 GMC Sierra 2500HD Double Cab 4x4 pick-up trucks for the Board of Light and Power.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council approved Resolution 17-16 to approve Abraham & Gaffney's proposal to provide professional audit services for the fiscal years ending June 30, 2017, 2018, and 2019. City

Treasurer/Finance Officer Kinde has worked closely with the auditors from Abraham & Gaffney and is recommending that City Council approve their proposal. City Manager Gorman noted that a different partner will be working on the audit in order to have a “fresh set of eyes” on the City’s financial documents.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-16 approving Abraham & Gaffney’s proposal to provide professional audit services.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-17 to confirm the Mayor’s appointment of Doug Logel Sr. to the Board of Review.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 17-17 confirming the Mayor’s appointment to City Boards and Commissions.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, 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 February 6, 2017, payment of invoices in the amount of \$164,283.66 and payroll in the amount of \$136,076.31 for a total of \$300,359.97. A purchase order to Cook Brothers in the amount of \$45,919.60 for the electric undergrounding project on Marsalle Rd. was also included.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman commented that the Daddy/Daughter Dance will be held this week on Wednesday, February 22, 2017 and Thursday, February 23, 2017 at the KC Hall.

Under Council Comments, Mayor Barnes commented that he has submitted City Manager Gorman’s annual review to Human Resources. The review was satisfactory. He further stated that he appreciates City Manager Gorman’s efforts and professionalism.

Mayor Barnes noted that the community lost resident Phil May over the weekend. He was a great community member. He further extended his condolences to the family.

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

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, 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