



**PROPOSED AGENDA  
REGULAR MEETING OF THE PORTLAND CITY COUNCIL**

7:00 P.M. Monday, April 3, 2017  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Motion to Excuse Council Member Fitzsimmons</u></b>	Decision
7:05 PM	<b>V. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
	<b>VI. <u>City Manager Report</u> - None</b>	
	<b>VII. <u>Presentations</u> – None</b>	
	<b>VIII. <u>Public Hearing(s)</u> - None</b>	
	<b>IX. <u>Old Business</u> – None</b>	
	<b>X. <u>New Business</u></b>	
7:08 PM	<b>A. Proposed Resolution 17-28 Approving Participation in the State Bid Process for Winter Road Salt 2017-2018</b>	Decision
7:10 PM	<b>B. Proposed Resolution 17-29 Approving Michigan Pavement Markings LLC’s Bid for 2017 Street Painting</b>	Decision
7:13 PM	<b>XI. <u>Consent Agenda</u>–</b>	Decision
	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on March 20, 2017</b>	
	<b>B. Payment of Invoices in the Amount of \$51,891.09 and Payroll in the Amount of \$101,303.47 for a Total of \$153,194.56</b>	
	<b>C. Purchase Orders over \$5,000.00</b> 1. Hammond Farms in the Amount of \$6,500.00 to Grind and Haul The Brush/Compost Pile	
	<b>XI. <u>Communications</u>–</b>	
	<b>A. Planning Commission Minutes from February 8, 2017</b>	
	<b>B. Utility Billing Report for February 2017</b>	
	<b>C. Portland Area Municipal Authority Minutes for January 4, 2017</b>	
	<b>D. Ionia County Board of Commissioners Agenda for March 28, 2017</b>	
7:15 PM	<b>XII. <u>Other Business</u> - None</b>	

**Estimated  
Time**

7:20 PM

7:25 PM

**XIII. City Manager Comments** - None

**XIV. Council Comments**

**XV. Adjournment**

**Desired  
Outcome**

Decision

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 17-28**

**A RESOLUTION APPROVING PARTICIPATION IN THE STATE BID  
PROCESS FOR WINTER ROAD SALT 2017-2018**

**WHEREAS**, the City previously solicited its own bids for winter road salt; and

**WHEREAS**, for the past eleven years the City has taken advantage of an opportunity to receive more competitive pricing by participating in the State Bid through the MiDEAL program; and

**WHEREAS**, in addition to more competitive pricing, MiDEAL Road Salt Contracts provide the following benefits:

- The City's order quantity is guaranteed, which helps alleviate sufficient supply issues
- Additional product available if the City exhausts its complete supply - all vendors are required to keep 30% extra here in Michigan to ensure that MiDEAL Members that participate in the road salt contracts have what they need in case of a heavy winter.
- The City is only required to accept 70% of its seasonal backup commitment.

**WHEREAS**, the State of Michigan Department of Management & Budget sent out an email advising that road salt requisitioning would be done on-line with the deadline for ordering being April 13, 2017; and

**WHEREAS**, the City Manager and DPW Foreman recommend using the MiDEAL program again this year and submitting the requisition for 100 tons for the early delivery and 300 tons for the seasonal backup.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council approves participating in the State bid process for Winter Road Salt for 2017-2018 and authorizes the City Manager to submit the on-line requisition for 100 tons for the early delivery and 300 tons for the seasonal backup.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 3, 2017

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

Motion by \_\_\_\_\_, supported by Council Member \_\_\_\_\_, made a motion to adopt the following resolution:

**RESOLUTION NO. 17-29**

**A RESOLUTION APPROVING MICHIGAN PAVEMENT MARKINGS LLC'S  
BID FOR 2017 STREET PAINTING**

**WHEREAS**, DPW Foreman, Ken Gensterblum sought quotes for 2017 pavement markings and received bids from various contractors; and

**WHEREAS**, DPW Foreman, Gensterblum and city staff recommend that the work be awarded to Michigan Pavement Markings LLC for the amount of \$11,709.50, as outlined in the attached Exhibit A.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves the recommendation to award the work to Michigan Pavement Markings LLC for the amount of \$11,709.50, as outlined in the attached Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 3, 2017

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

Solicitation For Sealed Bids

The Portland Dept. of Public Works, 451 Morse Dr, Portland MI 48875 is accepting bids for the following:

**Street Painting**

Bids will be accepted until March 30, 2017 at the close of the business day. The City of Portland reserves the right to accept the bid as a whole or in part. Please bid each item separately and submit on the form provided.

Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	90,000'		0.04	3600.00
Skip Yellow	5,500'		0.06	330.00
Solid White-Lane Lines	2,000'		0.05	100.00
Skip White	850'		0.07	59.50
Solid White	35,000'		0.05	1750.00
21' Parking Stalls	110		2.00	220.00
18' Parking Stalls	80		2.00	160.00
4" Blue Line	330'		1.00	330.00
Handicap Symbols	5		10.00	50.00
Left Turn Arrows	20		25.00	500.00
Right Turn Arrows	12		25.00	300.00
Combination Arrows	4		40.00	160.00
ONLY Symbols	12		25.00	300.00
24" Stop Bar	800'		1.00	800.00
6" Cross Walk	4,000'		0.40	1600.00
12" Cross Walk Pads	1800'		0.75	1350.00
School Legends	2		50.00	100.00
			TOTAL	11,709.50

Company Name:

Michigan Pavement Markings LLC  
P.O. Box 9673

Wyoming MI 49509

Contact & Number:

616-260-7828

Submitted By:

Shannon Nielson

**Exhibit**

**A**

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The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	90,000'		.04	3600.00
Skip Yellow	5,500'		.04	220.00
Solid White-Lane Lines	2,000'		.04	80.00
Skip White	850'		.04	34.00
Solid White	35,000'		.04	1400.00
21' Parking Stalls	110		4.00	440.00
18' Parking Stalls	80		4.00	320.00
4" Blue Line	330'		.50	165.00
Handicap Symbols	5		10.00	50.00
Left Turn Arrows	20		35.00	700.00
Right Turn Arrows	12		35.00	420.00
Combination Arrows	4		45.00	180.00
ONLY Symbols	12		35.00	420.00
24" Stop Bar	800'		2.00	1600.00
6" Cross Walk	4,000'		.75	3000.00
12" Cross Walk Pads	1800'		.90	1620.00
School Legends	2		50.00	100.00
			TOTAL	\$ 14,342.00

Company Name: M & M PAVEMENT MARKING, INC  
P. O. BOX 530  
GRAND BLANC, MI 48430

Contact & Number: DAVID A. LAUFER 810-681-7686

Submitted By: David A. Laufer  
 DAVID A. LAUFER, VICE PRESIDENT

Solicitation For Sealed Bids

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Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	90,000'	Waterborne	.067/1ft	6030 <sup>00</sup>
Skip Yellow	5,500'		.067/1ft	368 <sup>50</sup>
Solid White-Lane Lines	2,000'		.067/1ft	134 <sup>00</sup>
Skip White	850'		.067/1ft	56 <sup>25</sup>
Solid White	35,000'		.067/1ft	2345 <sup>00</sup>
21' Parking Stalls	110		7.35/EA	808 <sup>50</sup>
18' Parking Stalls	80		6.30/EA	504 <sup>00</sup>
4" Blue Line	330'		.35/1ft	115 <sup>50</sup>
Handicap Symbols	5		15.00/EA	75 <sup>00</sup>
Left Turn Arrows	20		25.00/EA	500 <sup>00</sup>
Right Turn Arrows	12		25.00/EA	300 <sup>00</sup>
Combination Arrows	4		30.00/EA	120 <sup>00</sup>
ONLY Symbols	12		30.00/EA	360 <sup>00</sup>
24" Stop Bar	800'		1.20/1ft	960 <sup>00</sup>
6" Cross Walk	4,000'		.42/1ft	1680 <sup>00</sup>
12" Cross Walk Pads	1800'		.70/1ft	1260 <sup>00</sup>
School Legends	2		50.00/EA	100 <sup>00</sup>
			TOTAL	15717.45

Company Name:

P.K. Contracting  
6344 W. Blue Rd  
Lake City, MI 49651

Contact & Number:

Douglas Kinkema 231-839-4430

Submitted By:

[Signature]

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, March 20, 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: Portland Area Fire Authority Chief Baker; Delores Frazee; Tina Conner Wellman & Family; Kathy Parsons; 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 led by Tina Conner Wellman.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under Public Comment, Delores Frazee, resident at 339 Pleasant St., addressed the Council in regard to the proposed implementation of curb side recycling. She stated her understanding that when the City entered the franchise agreement with Granger for Portland's trash service one of the reasons was to reduce the number of large trucks on the road. Curbside recycling was not added at that time for the same reason. She stated her feeling that the City is going to do what it decided not to do years ago and is trying to trick the residents.

Mayor Barnes stated there were other factors involved in the decision. At the time there were 2 to 3 companies offering trash service in the City of Portland. By having one company provide refuse service in the City of Portland it allowed the negotiation of much better pricing, better control of schedules and the condition of the trucks in service. He further thanked Mrs. Frazee for her comments.

Council Member Fitzsimmons confirmed there would be two separate trucks for trash service and curb side recycling.

Mayor Pro-Tem VanSlambrouck stated that DPW crews are constantly having to spend time cleaning up trash and pollution at the recycling site.

Mayor Barnes stated that the City is not trying to "trick" or the "pull the wool over anyone's eyes". The implementation of curbside recycling would greatly reduce the traffic flow to the DPW.

There was continued discussion.

Fire Chief Baker stated that the Fire Department was able to purchase new thermal imaging cameras that are built into the equipment mask. This purchase was made possible with budgeted funds along with

donations from Portland Products, Bader & Sons, Homeworks Tri County, and Portland Federal Credit Union.

Mayor Barnes thanked Chief Baker for hosting the recent disaster training.

Under City Manager Report, City Manager Gorman proudly reported that “Portland proper” was not affected by power outages due to the wind storm on March 8, 2017. There was an historic number of power outages throughout Michigan.

The Planning Commission will meet on March 22, 2017 to consider the Special Land Use Application and site plan for ConfluxCity Brewing Company as well as reconsider the site plan for McDonald’s.

The EDC met on February 27, 2017 and recommended, giving the City Manager discretion to make nonmaterial changes to the Sparrow documents including the purchase agreement and the restrictive covenant. The documents are with the Sparrow committee. When the City receives them they will be submitted to Council for consideration.

City Manager Gorman stated that we was contacted by representatives of Mayberry Homes. They would like to move forward with Phase II of Rindlehaven.

The Grand River Water Trail Spring Forum will be held on April 13, 2017 in Cascade Township. City Manager Gorman will participate in a panel discussion regarding sewer overflows.

City Manager Gorman further reported that the City is currently engaged in the administrative process of the DNR Acquisition Grant. This process involves the need for an environmental assessment of the property. Fleis & VandenBrink has been contacted to complete a Phase I assessment which take place very soon.

City Manager Gorman reported that Police Chief Kirk has returned from his leave of absence. He further thanked Sergeant Thomas for stepping in when needed.

Under continued Public Comment, Tina Conner Wellman, who was recently selected by the DDA Board as the new DDA/Main Street Director, introduced herself and provided her background to the Council. She stated that she is very excited and honored to have been selected for the position.

Under Presentations, DDA/Main Street Transitional Coordination Director Briggs presented the DDA/Main Street Report. At its meeting March 16, 2017, the DDA approved the Fiscal Year 2017/2018 Budget which includes the continuation of the Main Street program and the hiring of a new director. Two interviews were also held for the director position and the board unanimously decided that an offer should be extended to Tina Conner Wellman, which she has accepted. The Block Party will be held Saturday, May 20, 2017 and will include many fun-filled, family activities. The Main Street program will hold their Refresh Training this week on March 22 and 23, 2017.

Mayor Barnes presented the National Historic Preservation Proclamation proclaiming May 2017 as National Historic Preservation Month in Portland.

Under New Business, the Council considered Resolution 17-20 to approve the recommendation from the DDA Board to hire Tina Conner Wellman as the DDA/Main Street Director.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-20 approving the recommendation from the Downtown Development Authority (DDA) Board to hire Tina Conner Wellman as the DDA/Main Street Director.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-21 to approve a Michigan Department of Natural Resources (MDNR) Passport Grant Application to be submitted by the Parks Department for the construction of a canoe/kayak launch at Thompson Field. The project will consist of a universally accessible canoe/kayak launch, river trail maintenance and other necessary improvements to Thompson Field. The total project is anticipated to cost \$100,000 with the DNR portion being up to \$75,000 and a 25% local match not to exceed \$25,000 from the General Fund.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-21 approving a Michigan Department of Natural Resources (MDNR) Passport Grant Application submitted by the Parks Department for the construction of a canoe/kayak launch at Thompson Field.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-22 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 \$600.00. Bridge inspections conducted in 2015 and 2016 on the three vehicular bridges in Portland concluded that repairs and maintenance of the Bridge Street and Grand River Avenue bridges; and eventual replacement of the Divine Highway bridge 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.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-22 approving Fleis & VandenBrink's proposal to apply for funding through the Local Bridge Program administered by the Michigan Department of Transportation.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolutions 17-23, 17-24, and 17-25 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 also deteriorated and in need of maintenance.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 17-23 approving the submittal of an application for Local Bridge Program funds for replacement of the Divine Highway Bridge over the Looking Glass River.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Baldyga, Barnes

Nays: None  
Adopted

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 17-24 approving the submittal of an application for Local Bridge Program funds for preventative maintenance of the Bridge Street Bridge over the Grand River.

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

Motion by Baldyga, supported by Johnston, to approve Resolution 17-25 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, Johnston, VanSlambrouck, Fitzsimmons, Barnes  
Nays: None  
Adopted

The Council considered Resolution 17-26 to approve the Fiscal Year 2017-2018 Budget for the Portland Area Fire Authority. City staff reviewed the proposed budget and the funding formula governing the percentage of budget funded by each entity. The proposed budget is \$120,306.46 and is approximately 9.4% higher than last year's budget.

Mayor Pro-Tem VanSlambrouck stated that the Fire Department has made significant upgrades to the department with the purchases of new vehicle, turn out gear, and cameras. The department is doing well and going strong.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-26 approving a budget for Fiscal Year 2017-2018 for the Portland Area Fire Authority.

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

The Council considered Resolution 17-27 to confirm the Mayor's appointment of Mike Judd to the Board of Review with a term to expire December 2019.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-27 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, 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 March 6, 2017, payment of invoices in the amount of \$105,425.15 and payroll in the amount of \$133,106.77 for a total of \$238,531.92. There were no purchase orders over \$5,000.00.

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

Under City Manager Comments, City Manager Gorman informed residents that the Annual Cleanup Day will be held Saturday, May 6, 2017 from 7:00 A.M. to 3:00 P.M. at the Department of Public Works. This year each household will be limited to one pickup/trailer load in order to ensure that all residents can participate. Both Portland and Danby Township Supervisors support this change. The Hazardous Waste Cleanup will also be held Saturday, May 6, 2017 from 8:00 A.M. to Noon on the east side of the Fire Department.

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated that he will be attending the MML Conference in Lansing this week. He is looking forward to getting updates on revenue sharing, the new gas tax and vehicle registrations.

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

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:50 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the March 20, 2017 City Council Meeting**

The City Council meeting was called to order by Mayor James E. Barnes at 7:00 P.M.

**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

**Public Comment** - Delores Frazee, resident at 339 Pleasant St., addressed the Council in regard to the proposed implementation of curb side recycling.

**Public Comment** – Portland Area Fire Authority Chief Baker demonstrated newly acquired thermal imaging equipment.

**Public Comment** - Tina Conner Wellman, who was recently selected by the DDA Board as the new DDA/Main Street Director, introduced herself and provided her background to the Council.

**Presentation** – DDA/Main Street Transitional Coordination Director Briggs presented the DDA/Main Street Report.

**Presentation** - Mayor Barnes presented the National Historic Preservation Proclamation proclaiming May 2017 as National Historic Preservation Month in Portland.

**Approval of Resolution 17-20** approving the recommendation from the Downtown Development Authority (DDA) Board to hire Tina Conner Wellman as the DDA/Mai Street Director.  
All in favor. Adopted.

**Approval of Resolution 17-21** approving a Michigan Department of Natural Resources (MDNR) Passport Grant Application to be submitted by the Parks Department for the construction of a canoe/kayak launch at Thompson Field.  
All in favor. Adopted.

**Approval of Resolution 17-22** approving Fleis & VandenBrink’s proposal to apply for funding through the Local Bridge Program administered by the Michigan Department of Transportation.  
All in favor. Adopted.

**Approval of Resolution 17-23** approving the submittal of an application for Local Bridge Program funds for replacement of the Divine Highway Bridge over the Looking Glass River.  
All in favor. Adopted.

**Approval of Resolution 17-24** approving the submittal of an application for Local Bridge Program funds for preventative maintenance of the Bridge Street Bridge over the Grand River.  
All in favor. Adopted.

**Approval of Resolution 17-25** approving the submittal of an application for Local Bridge Program funds for preventative maintenance of the Grand River Avenue Bridge over the Grand River.  
All in favor. Adopted.

**Approval of Resolution 17-26** approving a budget for Fiscal Year 2017-2018 for the Portland Area Fire Authority.  
All in favor. Adopted.

**Approval of Resolution 17-27** confirming the Mayor’s appointment to City Boards and Commissions.  
All in favor. Adopted.

**Approval of the Consent Agenda.**  
All in favor. Adopted.

**Adjournment at 7:50 P.M.**  
All in favor. Adopted.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.  
Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BERTMAN TOOLS LLC	02430	SOCKET - MTR POOL	35.25
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	479.40
NOLAN CHAPMAN	00079	CLOTHING ALLOWANCE - MAJ STS	200.00
CMP DISTIBUTORS INC.	01745	BULLET PROOF VEST CARRIER - POLICE	163.00
CULLIGAN	02130	WATER DELIVERY - CITY HALL	7.00
CULLIGAN	02130	WATER DELIVERY - POLICE	25.00
DAVID L. KEILEN	00107	WIRE CON, SQUARE D HOIST CONTRACTOR - ELECTRIC	3,110.96
DORNBOS, SIGN & SAFETY, INC.	00067	TRUCK NUMBERS - MTR POOL	27.00
ETNA SUPPLY COMPANY	00146	PVC PE PIPE - ELECTRIC	684.20
FARABEE MECHANICAL, INC.	00148	AUTOMATIC AIR BLOWER AIR CONTROLLERS - ELECTRI	22,496.00
FAMILY FARM & HOME	01972	PARTS - MTR POOL	52.15
S. TUTT GORMAN	02311	CELL PHONE REIMB - CITY MANAGER	60.00
GRAYBAR	02014	KEYPAD & CABLE ASSEMBLY - POLICE	33.19
GROSS MACHINE SHOP	00180	REPAIR BROKEN CAST IRON HANDLE FOR WATER STRAI	28.00
GRP ENGINEERING INC.	01994	ENGINEER LEVEL 2 ELECTRICAL - ELECTRIC	241.59
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	89.99
INDEPENDENT BANK	00197	BOND & REDEPTION FUND - ELECTRIC	9,000.00
IONIA COUNTY CENTRAL DISPATCH	01807	TALON MAINTENANCE - POLICE	129.00
JOHN DEERE FINANCIAL	01818	PARTS - MTR POOL	80.89
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	900.00
KEUSCH SUPER SERVICE	00228	TIRE LABOR - MTR POOL	125.74
DAVID KIRK	02402	CELL PHONE REIMB - POLICE	60.00
LANSING UNIFORM COMPANY	00962	NEW UNIFORMS - POLICE	294.85
MENARDS	00260	WOOD - ELECTRIC	594.50
MENARDS	00260	WOOD- ELECTRIC	1.01
MRWA	01935	TRAINING REGISTRATION - WATER	135.00
MUNICIPAL SUPPLY CO.	00324	BLUE WATER FLAGS - WATER	321.09
MUZZALL GRAPHICS	00326	BUSINESS CARDS - PARKS, REC, CEM	59.57
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	57.88

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WATER	72.66
STRAIN ELECTRIC CO.	02379	WORK ON TRAFFIC LIGHTS - MAJ STS	3,114.58
SPEEDWAY LLC	02395	FUEL - ELECTRIC & MTR POOL	2,774.63
TOP QUALITY GLOVES	02227	SUPPLIES - AMBULANCE	109.00
USA BLUEBOOK	01850	POLYMER CLEANER - WASTE WTR	173.57
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC,WW,WTR,M POOL	179.36
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET SERVICES - COMM PROMO, POLICE,	96.99
JACKIE MORRIS	MISC	REFUND COACH PITCH - REC	25.00
CHRIS DAVIS	MISC	RESIDENTIAL HVAC 2017 - ELECTRIC	20.00
KEITH SCHRAUBEN	MISC	RESIDENTIAL HVAC 2017 - ELECTRIC	165.00
CHARLIE BURNS	MISC	RESIDENTIAL HVAC - ELECTRIC	165.00
JASON MCHENRY	MISC	RESIDENTIAL HVAC - ELECTRIC	225.00
GARY HUTSON	MISC	RESIDENTIAL HVAC - ELECTRIC	150.00
LITE'S PLUS	00243	MPPA ENERGY SMART C&I - ELECTRIC	1,110.00
BUSINESS CARD	02075	SUPPLIES/DUES - VARIOUS DEPTS	1,014.14
EAGLE ENTERPRISE OF MICHIGAN INC.	01986	SERVICE CALL FOR OVERHEAD DOOR - WASTE WTR	55.00
IONIA COUNTY TREASURER	00209	2016 DRAIN ASSESSMENT - GENERAL	140.00
WE PRINT EVERYTHING INC.	02448	ENVELOPES - POLICE	65.00
PLEUNE SERVICE COMPANY INC.	00741	FLUSH/CLEAN STRAINER IN CONFERENCE ROOM - CITY	978.00
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, MILEAGE REIMB - VARIOUS DEPTS	306.90
ESI HEATING	01709	TOAN PARK FURNACE REPAIR - PARKS	1,068.00
ESI HEATING	01709	FIX CEMETERY HEAT BLOWER - CEMETERY	225.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL -	115.00
VFW	MISC	FLAG FOR THOMPSON FIELD - PARKS	16.00
MAMC	01580	RENEWAL FOR MEMBERSHIP - CEMETERY	35.00
Total:			\$51,891.09

**BI-WEEKLY  
WAGE REPORT  
March 27, 2017**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,881.99	172,309.70	2,084.27	61,091.13	10,966.26	233,400.83
ASSESSOR	1,101.86	21,970.57	84.94	1,689.86	1,186.80	23,660.43
GEMETERY	1,313.88	49,452.07	147.21	20,651.47	1,461.09	70,103.54
POLICE	14,589.39	319,805.30	5,781.72	96,245.14	20,371.11	416,050.44
CODE ENFORCEMENT	610.19	14,273.95	46.67	6,462.53	656.86	20,736.48
PARKS	1,572.17	47,707.67	279.85	13,815.12	1,852.02	61,522.79
INCOME TAX	1,939.72	38,539.17	536.27	27,213.35	2,475.99	65,752.52
MAJOR STREETS	3,159.06	67,872.07	667.03	44,167.02	3,826.09	112,039.09
LOCAL STREETS	3,007.44	57,853.88	697.12	33,240.89	3,704.56	91,094.77
RECREATION	799.40	22,167.42	109.26	9,536.53	908.66	31,703.95
AMBULANCE	11,632.52	229,722.87	1,591.85	54,857.28	13,224.37	284,580.15
DDA	1,600.00	28,001.64	123.36	10,690.75	1,723.36	38,692.39
ELECTRIC	18,293.77	363,296.33	3,274.22	189,641.00	21,567.99	552,937.33
WASTEWATER	7,465.28	198,878.73	1,751.56	119,342.40	9,216.84	318,221.13
WATER	4,451.64	98,956.41	1,211.78	48,142.64	5,663.42	147,099.05
MOTOR POOL	2,059.50	52,108.32	438.55	31,126.27	2,498.05	83,234.59
<b>TOTALS:</b>	<b>82,477.81</b>	<b>1,782,916.10</b>	<b>18,825.66</b>	<b>767,913.38</b>	<b>101,303.47</b>	<b>2,550,829.48</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 3/30/17**  
**MEETING DATE 4/3/17**

Fund	Description	Beginning Balance 3/16/17	Total Cash in	Total Cash out	Cash Balance 3/30/17	Time Certificates	Ending Balance 3/30/17
101	GENERAL FUND	2,004,044.41	49,694.93	(90,581.36)	1,963,157.98	235,000.00	2,198,157.98
105	INCOME TAX FUND	81,234.38	30,775.19	(33,407.26)	78,602.31	10,000.00	88,602.31
150	CEMETERY PERPETUAL CARE FUND	36,517.20	-	-	36,517.20		36,517.20
202	MAJOR STREETS FUND	144,744.85	4,064.59	(12,118.13)	136,691.31		136,691.31
203	LOCAL STREETS FUND	120,481.75	3,863.56	(10,119.35)	114,225.96		114,225.96
208	RECREATION FUND	8,078.93	4,221.41	(3,854.63)	8,445.71		8,445.71
210	AMBULANCE FUND	82,623.29	21,063.16	(28,727.47)	74,958.98		74,958.98
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	147,980.52	1,723.36	(3,446.72)	146,257.16		146,257.16
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	(448.75)	(448.75)		(448.75)
520	REFUSE SERVICE FUND	21,760.41	6,451.11	(10,609.89)	17,601.63		17,601.63
582	ELECTRIC FUND	396,773.19	176,982.82	(267,298.31)	306,457.70	530,000.00	836,457.70
590	WASTEWATER FUND	(103,061.42)	46,408.98	(64,601.10)	(121,253.54)		(121,253.54)
591	WATER FUND	35,201.18	34,218.50	(22,511.77)	46,907.91	420,000.00	466,907.91
661	MOTOR POOL FUND	31,408.65	16,733.97	(13,823.21)	34,319.41		34,319.41
703	CURRENT TAX FUND	9,076.13	-	-	9,076.13		9,076.13
TOTAL - ALL FUNDS		3,020,225.72	396,201.58	(561,547.95)	2,854,879.35	1,195,000.00	4,049,879.35
					ELECTRIC-RESTRICTED CASH	384,418.00	384,418.00
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	416,520.18	416,520.18
					ELECTRIC-PRIN & INT ESCROW	109,894.11	109,894.11
					WASTEWATER DEBT ESCROW	217,786.71	217,786.71
					WASTEWATER REPAIR ESCROW	59,627.42	59,627.42
					DDA-PRIN & INT ESCROW	471.77	471.77
							<u>5,538,597.54</u>

*Customer Deposit Breakdown	
Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>

**PURCHASE ORDER**

**CITY OF PORTLAND**

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Hammond Farms Inc  
5834 Michigan Rd  
Dimondale MI 48821

SHIP TO \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
3-29-17					17-	
QUANTITY	DESCRIPTION			PRICE	AMOUNT	
	Grind/Haul - brush/compost			est	\$6,500 <sup>00</sup>	
	6090 202-463-804					
	4090 203-463-804			.		
	Council Resolution #					
	KG					

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

8  
AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

March 28, 2017

City of Portland - DPW  
Attn: Mr Ken Gensterblum  
259 Kent Street  
Portland, MI 48875

Re: Brush and Yard Waste processing

Good afternoon Ken,

Thank you for the opportunity to quote your grinding and yard waste haul off needs. We visited your site, took measurements and have put the following estimate together. The proposal is in line item format, but offers a substantial discount for having us complete the entire project.

**Grind wood waste and haul off chips and leaves:** We propose to grind the existing pile of brush, haul away the resulting chips and as much or little of the leaves that are presently on site as the city would like for us to haul. **\$6,500.00**

If we are awarded this contract by April 7, 2017, I see no reason that the work will not be completed by April 30, 2017. In fact, we will push to get the job done immediately, as sooner is better for Hammond Farms.

Pricing above includes transportation, set up, trucking to remove excess materials, all equipment, labor and fuel to complete this work in a manner that is safe and minimally disruptive to your day to day operations. Hammond Farms will provide your office (only) with documentation of all materials removed from the site for compliance with MI DEQ compost facility regulations, should you need it.

Thank you, again for your consideration.

Sincerely,



Clifford E. Walkington, General Manager  
Hammond Farms, Inc.  
5834 Michigan Rd.  
Dimondale, MI 48821

Office (517) 646-8698

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, February 8, 2017 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Fitzsimmons, Williamson, Hinds, Clement, Kmetz

Absent: Culp

Staff: City Manager Gorman; City Clerk Miller; Zoning Consultant Eric Frederick

Guests: Jim & Kiley Hilligan of ConfluxCity Brewery Company, LLC; Lorelee Hilligan; Doug & Charlsie Abel and Family; Fred Campbell of JML Design Group; John Dziewiatkowski

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Clement, supported by Fitzsimmons, to approve the Agenda as presented.  
All in favor. Approved.

Motion by Fitzsimmons, supported by Williamson, to approve the minutes of the December 14, 2016 regular meeting as presented.  
All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:02 P.M.

City Manager Gorman presented the request made 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 C02 in order to maintain a consistent and unified piece of property that will better accommodate any future businesses that may wish to occupy the property.

City Manager Gorman noted that the Planning Commission should consider whether the C-2 zoning is an appropriate fit for the area.

City Manager Gorman further 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 official records show that it is zoned C-2. In an abundance of caution it too has been included in the rezoning request.

The proper due process was followed. The appropriate public notice was published in the local newspaper and sent to the appropriate property owners.

Planning Commission Minutes  
February 8, 2017

Mr. Hilligan stated that the actual building sits at the corner of the property and the topography of the property does not allow for the addition of a parking lot without adding to the property.

Chair Grapentien asked if the property is in the flood plain.

Mr. Hilligan stated that it is.

City Manager Gorman commented that this property is in an overlay district. Any property owner will have to go through the proper channels regarding development in a flood plain.

Mr. Hilligan stated that per the Zoning Ordinance a Special Land Use Permit is required for a parking lot and would require approval from the MDEQ. He further stated he is working with Williams & Works to develop a site plan and drainage plan that will meet both City and MDEQ requirements.

City Manager Gorman presented the preliminary site plan for ConfluxCity Brewery Company, LLC and noted where the proposed parking lot location is. The parking lot is proposed to be placed next to the Abel's residence at 143 Water St.

Mr. Hilligan noted that the property along Pleasant St., that is potentially already zoned C-2, is really only good for green space due to the large hill.

Member Fitzsimmons asked if the parking lot could be moved closer to the rental house at 117 Water St. or moved back further so there would be more of a buffer between it and the residential area it would be next to.

Vice Chair Clement asked if this was rezoned C-2 and a different business was developed what would prevent a building being built right on the property line.

Zoning Consultant Frederick stated that the Zoning Ordinance has a minimum 50 ft. side yard setback for a C-2 district when it is adjacent to a residential area. There is also a requirement of a 10 ft. solid landscape buffer between a parking lot and a residential area.

Mr. Hilligan stated that he has been in contact with the Abel's and they have come up with a slight change in the location of the parking lot and added green space. He further added that he is open to the type of vegetation.

Vice Chair Clement stated that she will abstain from the vote tonight due to the potential for an appearance of conflict.

Mr. Abel noted that a parking lot for any business will affect the property value of a neighboring residence. He stated that Mr. Hilligan has been great to work with. Mr. Abel stated that he is supportive of the use for the property and the proposed business. He asked the Planning Commission consider setbacks, buffer zones, and smart lighting when they consider the site plan in the future.

Planning Commission Minutes  
February 8, 2017

Zoning Consultant Frederick stated that the C-2 district is a transition commercial district and allows some flexibility. The intent is to allow for a more residential friendly commercial district. There is a requirement of a minimum side yard setback of 50 ft. and a landscape buffer of 10 ft. He also noted there are very strict requirements for types of vegetation that can be planted. These requirements will be evaluated during the site plan review.

Mr. Dziwiatkowski asked if there is a provision to allow an 8 ft. wall to be installed as a barrier.

Zoning Consultant Frederick stated there is an option for a wall to be used as a buffer but noted that it couldn't be placed closer than 20 ft. from the property line. These are not used very often.

Chair Grapentien closed the Public Hearing at 7:23 P.M.

Under New Business, the Planning Commission considered the request for rezoning of the property at 260 W. Grand River Ave. and 135 Water St. to C-2.

Member Kmetz asked if a traffic study of the intersection will need to be conducted.

City Manager Gorman stated that a traffic study has been considered and will triggered by specific criteria. Fleis & VandenBrink has been involved in the evaluation of these properties.

Member Kmetz asked whether the property located at 260 W. Grand River Ave. near Pleasant St. is already zoned C-2.

City Manager Gorman explained that although the property 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 official records show that it is zoned C-2. In an abundance of caution he suggests that the C-2 zoning be reaffirmed in the motion.

Member Kmetz that as he recalls the Planning Commission had a vision that the property could be zoned residential or commercial so they did not change the zoning so that it could develop as needed.

There was further discussion.

Motion by Kmetz, supported by Fitzsimmons, to recommend to the City Council they approve the proposed rezoning of the property located at 260 W. Grand River near Pleasant St. (34-300-050-000-015-00) and the property located at 135 Water St. (34-300-250-000-490-00) from R-2 to C-2. Vice Chair Clement abstained from the vote.  
All in favor. Adopted.

City Manager Gorman noted that this issue will be presented to the City Council at its next meeting on Tuesday, February 21, 2017.

Planning Commission Minutes  
February 8, 2017

Under Member Comments, City Manager Gorman stated that he has received information from McDonald's that the lease documents have been executed for the property at the corner of Grand River Ave. and Bridge St. With the execution of these documents it looks as if the rebuilding of McDonald's is moving forward. The prior approval by the Planning Commission has a 12-month expiration. They will have to bring their plan back to the Planning Commission to be reapproved.

In terms of other development, City Manager Gorman noted that he is still working with Sparrow on a proposed purchase agreement for property on Cutler Rd. Progress on the Old School Manor redevelopment is moving along quickly. The new windows are in the process of being installed.

City Manager Gorman proposed moving the March Planning Commission meeting to March 22, 2017 due to conflicts on the scheduled meeting day of March 8, 2017//

City Manager Gorman mentioned that the City is considering the implementation of curb side recycling. He encouraged residents to complete the online survey or to pick up a paper copy of the survey at City Hall.

Chair Grapentien thanked the public that attended the meeting tonight.

Motion by Clement, supported by Williamson, to adjourn the meeting at 7:40 P.M.  
All in favor. Approved.

Respectfully submitted,

---

Jason Williamson, Secretary

**CITY OF PORTLAND**

**REPORT DATE**  
**PERIOD COVERED**

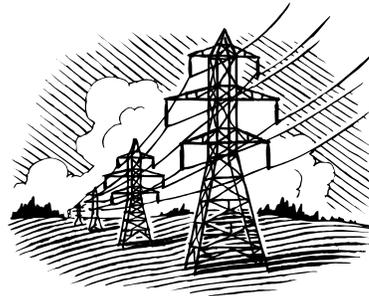
March 1, 2017  
February 1-28, 2017

<b>HYDRO GENERATION</b>	174,099		
<b>DIESEL PRODUCTION</b>	0		
<b>Kwh Purchased</b>	2,684,195	<b>Amount Paid</b>	\$ 157,558.23
<b>Total Kwh Purchased</b>	<b>2,858,294</b>	<b>Total Dollars Paid</b>	<b>\$ 157,558.23</b>

<b>Kwh Billed</b>		<b>Dollars Billed</b>	
Residential	1,277,689	PCA Billed	\$ 8,776.91
Commercial	610,988	Residential	\$ 135,749.39
Large General	738,980	Residential EO Charge	\$ 2,300.36
City St. Lites Metered	29,321	Geothermal Discount	\$ (217.99)
St. Lites Unmetered		Commercial	\$ 65,747.18
Rental Lights		Commercial/LG EO Charge	\$ 2,401.30
Demand	2,218	Large General	\$ 51,246.13
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,462.86
		St. Lights Unmetered	\$ 1,543.05
<b>Total Kwh Billed</b>	<b>2,659,196</b>	Rental Lights	\$ 253.24
		Demand	\$ 13,035.84
Arrears after billing	\$ 28,501.16	Tax	\$ 10,397.00
Penalties Added	\$ 2,697.72		
Arrears end of month	\$ 43,484.66	<b>Total Dollars Billed</b>	<b>\$ 293,713.67</b>
Fuel Cost Billed	\$ 26,430.08		
Amount Collected	\$ 355,331.36	Power Cost Adj.	.00334
Total Adjustments	\$ 2,102.98		

Residential Customers	2,198
Commercial Customers	319
Large General	16
<b>Total Customers</b>	<b>2,533</b>

03/02/17



**CITY OF PORTLAND  
March-17**

**WATER DEPARTMENT REPORT**

<b>MONTH</b>	Feb-17	<b>PERIOD COVERED</b>	February 1-28, 2017
Customers Billed		Penalties Added	\$ 394.65
City	1,825	Dollars Collected	\$ 45,487.06
Rural	23	Arrears at end of Month	\$ 7,705.24
Total Customers	1,848	Adjustments	\$ 313.45
		Gallons Pumped	7,535,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	6,846,176		\$ 41,111.33
Rural	133,077		\$ 1,438.26
Total	<u>6,979,253</u>		<u>\$ 42,549.59</u>

**SEWER DEPARTMENT REPORT**

Customers Billed	1,786	Dollars Billed	\$65,580.69
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 65,580.69

Penalties Added	\$ 621.54
Dollars Collected	\$ 69,738.78
Arrears at end of Month	\$ 11,297.77
Adjustments	\$ 534.47
Gallons Treated per Million	10.30



# *Portland Area Municipal Authority*

## GOVERNMENTAL UNITS

City of Portland

Portland Township

Danby Township

### MINUTES

January 4, 2017

**P.A.M.A. BOARD MEMBERS PRESENT:** K. Cook, D. Logel, R. Foote, D. Pohl

**VISITORS:** None

Meeting was called to order at 7:30 p.m.

#### **AGENDA**

- Motion to approve agenda as submitted by R. Foote supported by D. Pohl

#### **SECRETARY'S REPORT:**

- Motion to approve secretary's report as submitted by R. Foote supported by D. Logel

#### **TREASURER'S REPORT:**

- Account balance at 10/31/16 \$905.88
- 12/ 29/2017 paid Eagle Enterprise \$255.00 for door repairs
- 12/ 29/2017 paid ESI Heating \$480.00 for furnace repair
- 1/1/17 Bills sent Portland Township \$294.00 40% of 735.00
- 1/1/17 Bills sent City of Portland \$294.00 40% of 735.00
- 1/1/17 Bills sent Danby Township \$147.00 20% of 735.00
- Motion to approve bills paid by K. Cook supported by R. Foote.

#### **OLD BUSINESS:**

- Make amendment to invoice from Mike Ward to reflect \$300.00 reduction for not painting door to \$4700.00

#### **NEW BUSINESS:**

- Election of officers for 2017 D. Logel as chairman, R. Foote as treasurer, K. Cook as secretary.
- Meeting dates for 2017 April 5, July 5, October 4, and January 3, 2018.

Motion made by K. Cook supported by R. Foote to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Keith Cook, Secretary

**NEXT MEETING: April 5, 2017 at 7:30 p.m.**

# **IONIA COUNTY BOARD OF COMMISSIONERS**

**March 28, 2017 - 7:00 p.m.**  
**Conference Room – Central Dispatch Building**

## **AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
  - A. Consideration of additional items
- V. Public Comment**  
(3 minute time limit per speaker – please state name/organization)
- VI. Did You Know?**
- VII. Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
  - B. Approve Closed Session minutes from March 14, 2017
  - C. Approve per diem and mileage
  - D. Approve payment of General Fund payroll and accounts payable for the month of February 2017 - \$938,108.39
  - E. Approve payment of Health Fund bills - \$83,325.64
  - F.
- VIII. Unfinished Business**
  - A. Appointments
    - 1. Community Mental Health Services Board – Four three-year appointments
    - 2. Commission on Aging Board – Appointment to fill vacancy on Commission on Aging Board
  - B.
- IX. New Business**
  - A. Contract Renewal for Mass Alert Notification System
  - B. Bertha Brock Park Timber Sale Contract Extension
  - C.
- X. Reports of Officers, Boards, and Standing Committees**
  - A. Chairperson
  - B. County Administrator

**XI. Reports of Special or Ad Hoc Committees**

**XII. Public Comment (3 minute time limit per speaker)**

**XIII. Closed Session**

**XIV. Adjournment**

**Board and/or Commission Vacancies**

- Board of Public Works – One three-year term expiring January 2018.
- Commission on Aging Board – One three-year term expiring September 2017.
- Community Mental Health Services Board – One three-year term, expiring March 2017. This position serves as a Consumer Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2017. One of these positions serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2017.

**Appointments for consideration in the month of April 2017:**

- *Economic Development Corporation/Brownfield Redevelopment Authority* – Three three-year terms.
- *Land Bank Authority* – One three-year term.

**Appointments for consideration in the month of May 2017: None**