



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

7:00 P.M. Monday, May 15, 2017
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
	VI. <u>Presentations</u>	
7:15 PM	A. Joe Russman - Portland Rodeo Days	
	VII. <u>Public Hearing(s)</u>	
7:20 PM	A. Public Hearing on the Implementation of Curbside Recycling	
	VIII. <u>Old Business</u> – None	
	IX. <u>New Business</u>	
7:35 PM	A. Proposed Resolution 17-42 Approving the Sale of Approximately 5 Acres of City Property to the Edward W. Sparrow Hospital Association	Decision
7:37 PM	B. Proposed Resolution 17-43 Approving Supplemental Employment For City Employees to Work for the Portland Area Fire Authority	Decision
7:40 PM	C. Proposed Resolution 17-44 Approving, Authorizing, and Directing The City Manager to Sign an Assignment Agreement with Synagro Central, LLC	Decision
7:42 PM	D. Proposed Resolution 17-45 Approving a Proposal from the Utilities Instrumentation Service to Install a SCADA System for the City’s Wastewater Treatment Plant	Decision
7:45 PM	E. Proposed Resolution 17-46 Approving the Purchase of a Woods Batwing Mower for the Parks, Recreation & Cemetery Department	Decision
7:47 PM	F. Proposed Resolution 17-47 Approving the Purchase of a John Deere Z950 Zero Turn Mower for the Parks, Recreation & Cemetery Department	Decision
7:50 PM		Decision
	X. <u>Consent Agenda</u>–	
	A. Minutes & Synopsis from the Regular City Council Meeting held on May 1, 2017	

**Estimated
Time**

**Desired
Outcome**

- B.** Payment of Invoices in the Amount of \$124,761.81 and Payroll in the Amount of \$141,261.57 for a Total of \$266,023.38
- C.** Purchase Orders over \$5,000.00
 - 1. Fleis & VandenBrink in the Amount of \$8,322.75 for Wastewater Operations
 - 2. I.T. Right in the Amount of \$9,200.00 for Annual Service Contract
 - 3. Robert W. Baird & Co. in the Amount of \$13,150.00 for Placement Agent Services for the 2017 Bond Issuance

XI. Communications–

- A.** Water Department Report for April 2017
- B.** Wastewater Treatment Plant Report for April 2017
- C.** Ionia County Board of Commissioners Agenda for May 9, 2017
- D.** Ionia County Board of Commissioners Agenda for May 16, 2017
- E.** MPSC Notice of Hearing
- F.** MPSC Notice of Hearing

XII. Other Business - None

XIII. City Manager Comments - None

XIV. Council Comments

XV. Adjournment

7:53 PM

7:55 PM

8:00 PM

8:05 PM

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-42

A RESOLUTION APPROVING THE SALE OF APPROXIMATELY 5 ACRES OF CITY PROPERTY TO THE EDWARD W. SPARROW HOSPITAL ASSOCIATION

WHEREAS, the City owns approximately 55 acres of property at the corner of Grand River Avenue and Cutler Road (the "Property") that it purchased for economic development purposes; and

WHEREAS, City Council, through Resolution 17-30, previously approved the recommendation of the EDC to approve the Purchase and Sale Agreement, Declaration of Restrictions and Commission Agreement to sell approximately 5 acres of the Property to the Edward W. Sparrow Hospital Association; and

WHEREAS, pursuant to Section 11.3 of the City Charter, the City published two Notices of Intent to sell this Property and prepared this resolution which was placed on file with the City Clerk on May 4, 2017, at least 10 days in advance of its consideration for approval by the City Council.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the sale of approximately 5 acres of City Property to the Edward W. Sparrow Hospital Association pursuant to the terms of the Purchase and Sale Agreement, Declaration of Restrictions and Commission Agreement.
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: May 15, 2017

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-43

**A RESOLUTION APPROVING SUPPLEMENTAL EMPLOYMENT FOR
CITY EMPLOYEES TO WORK FOR THE PORTLAND AREA FIRE
AUTHORITY**

WHEREAS, City Policy 99-1 requires City Council approval for city employees who request secondary employment with “any business or organization that does business with or provides services to the City”, a copy of Policy 99-1 is attached as Exhibit A; and

WHEREAS, Tim Krizov, a full-time Waste Water Treatment Plant (WWTP) employee and Zach Waltersdorf, a full-time paramedic with the Portland Ambulance Department, are both requesting approval for secondary employment to work for the Portland Area Fire Authority (PAFA); and

WHEREAS, the respective supervisors of the employees and the city manager are in support of the secondary employment request and further outlined the conditions of the approval in the Dual Employment Agreement, a copy is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the secondary employment request from Tim Krizov and Zach Waltersdorf to work for the PAFA and directs the parties to sign Appendix B of Council Policy 99-1, attached as Exhibit A and the Dual Employment Agreement, attached as Exhibit B.
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: May 15, 2017

Monique I. Miller, City Clerk

City of Portland, Michigan

Subject Ethics Policy

Policy No: 99-1

Date Approved: August 23, 1999

Effective Date: August 23, 1999

Dates Amended: October, 30, 2000

Cancellation Date: _____

Motion made by: Duff **Supported by:** Barnes

Adopted: November 13, 2000

PURPOSE: Public office and employment are public trust. Trust comes from requiring and maintaining integrity of the highest standards on the part of elected and appointed officers and employees. Whenever conduct undermines that integrity and trust, either actual or perceived, confidence is jeopardized. Any attempt to realize personal gain through public office or public employment is a violation of that trust. The purpose of this policy is to set standards of ethical conduct that are clearly established and uniformly applied and to provide for penalties where appropriate.

POLICY: It shall be the policy of the City that all public officials and employees must avoid both conflicts and the appearance of conflicts between their private interests and those of the general public whom they serve. To nurture and promote the faith of the public in its government, it is necessary to establish rules for separating their roles as private citizens from their roles as public servants. Where government is based upon the consent of the governed, every citizen is entitled to have complete confidence in the integrity of his or her government. Every official, employee, or advisor of government must help to earn and must honor that trust by his or her own integrity and conduct in all official duties and actions.

Definitions: Whenever used herein, the following terms shall have the following meanings:

Agreement- an understanding between two or more persons or entities; a contract.

Appointed- selected and installed in an office or position

Benefit- advantage; any improvement in position, finances, power, or influence

Business- commercial, residential, or industrial enterprise, establishment, store, etc.; work

Employment or profession of an individual or group; commerce

Candidate- someone who seeks or has been proposed for an office, position, or award

City- the City of Portland

City employee- an employee of the City of Portland

Compensation- any money, thing of value, or other compensatory or pecuniary benefit received or to be received in return for or as reimbursement for services rendered or to be rendered

Conflict of interest- either a personal interest or a duty or loyalty to a third party that competes with or is adverse to a city official's employee's duty to the public interest in the exercise of official duties or official actions

Contract- agreement of mutual understandings supported by present or future consideration

Gift- anything of value given without consideration or expectation of return

Official- any person holding an elected office of the City or any appointed, non-employee member of any city board or commission

Person- any individual, entity, corporation, partnership, firm, association, union, trust, estate, and any parent or subsidiary of any of the foregoing, whether or not operated for profit

Potential conflict of interest- a situation where the interests of the City and the interests of someone else will, may, or might conflict in the ordinary course of events

Relative- a person who is related to an official or employee as spouse or as any of the following, whether by blood or by adoption: parent, child, brother or sister, aunt or uncle, niece or nephew, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepfather or stepmother, stepson or stepdaughter, stepbrother or stepsister, half-brother or half-sister

RULES:

1. Gift, compensation or economic interest. No official or employee of the City shall solicit, accept, or receive, directly or indirectly, any gift, compensation, or anything of economic value, whether in the form of money, service, loan, travel, entertainment, hospitality, or any other form, or a promise of any of these things for an agreement that the vote or the official action or decision of an officer, employee, or candidate for elected office in the City would be influenced thereby.
2. Preferential treatment. No official or employee of the City shall use or attempt to use his or her position to secure, request, or grant any privileges, exemption, advantages, contracts, or preferential treatment for himself or herself or any other person. All officials and employees of the City shall treat all citizens of the city with courtesy, impartiality, fairness, and equality under the law.

3. Use of information. No official or employee of the City who acquires information in the course of his or her official duties, which information by law or policy is not available at the time to the general public, shall use such information to further the private economic interest of himself or herself or any other person.
4. Use of City property. No official or employee of the City shall, directly or indirectly, use or permit any other person to use City property of any kind for his or her private economic interest or that of any other person. Certain limited space, such as the wash rack at the Fire Department, the garage area at the Department of Public Works, or equipment such as computers, printers, copier, etc., may be used by employees or officials after normal business hours if there is no economic gain and the employee received authorization for such use in writing from his or her supervisor and the use is consistent with a written departmental policy that has been approved by the City Council. The City shall be reimbursed for the cost of any supplies or materials, such as soap and water at the wash rack or copier paper, etc. City officials and employees shall strive to protect and conserve all City property including equipment and supplies entrusted or issued to them. This rule does not preclude the use of publicly owned property that is made available by general practice to the public at large.
5. Political activity. No official or employee of the City shall use any City time or property for his or her political benefit or for the political benefit of any other person seeking elective office. No political activity shall interfere with the performance of the duties of any City official or employee.
6. Doing business with the City. No official, employee, or his or her relative shall engage in any business with the City, directly or indirectly, without filing a complete written disclosure statement for each business activity the official, employee, or relative has an interest in. Such disclosure shall be made on any annual basis and prior to any decision on a business activity not previously disclosed in an annual disclosure. No public official or employee or his or her relative shall engage in any business transaction where the official or employee or relative may benefit financially from confidential information that the official or employee obtained or could have obtained by reason of that position or authority.
7. Contracts with the City. No official or employee of the City shall take any official action on any contract with the City or any other matter in which he or she is financially interested or be a bondsman or surety on any contract or bond given to the City.
8. Serving on an elected Municipal Governing Board. No official or employee of the City shall serve on an elected Municipal Government Board when such service is inconsistent with State Law.
9. Dual representation. No public official or employee shall attempt to use his or her official position to secure special privileges or exemptions or himself or herself or for others.
10. Full disclosure. The following disclosure requirements are established to avoid both actual and perceived conflicts between the private interest and the public interests of public officials and employees.

- A. Self Interest: No public official or employee, either on his or her behalf or on behalf of any person, shall have an interest in any business transaction with any public body of the City unless the person shall first make full public disclosure of the nature of such interest.
 - B. Disclosure and Disqualification. Whenever the performance of official duties shall require a public official or employee to deliberate and vote on any matter involving his or her financial or personal interest, that person shall publicly disclose the nature and extent of such interest and is disqualified from participating in the deliberations and voting on the matter unless State Law specifies otherwise.
 - C. Dual Employment. No public official or employee shall engage in employment with or render services for any person or entity that has business transactions with any public body of the City without first making full public disclosure of the nature and the extent of the employment or service. Disclosures must be made before the time to perform his or her duties. If the official is a member of a decision-making or advising body, he or she must make disclosure to other members of the body on the official record. An appointed official or employee must make disclosure to the City Manager. An elected official must make disclosure to the general public. The City Manager and City Attorney must make such a disclosure to the City Council.
11. Reporting procedure for elected or appointed City officials including the City Manager but excluding all other City employees. Conduct that may violate this policy should be in writing and signed. The City Council will decide who will investigate the report. The Council will make the final decision on whether the policy has been violated.
12. Reporting procedure for City employees other than the City Manager. Conduct that may violate this policy should be reported to the City Manager and the Mayor. The report must be in writing and signed. The City Manager will investigate the report and if necessary carry out the appropriate discipline. The Mayor will be informed of all action taken by the City Manager.
13. The Manager shall adopt rules approved by the City Council to be followed by all City employees that engage in outside employment. (See Appendix A).
14. Full disclosure as described in Section 10, including notice of all outside employment prior to accepting such employment, shall be made by the employee on prescribed forms and given to the City Manager. (See Appendix B).

PENALTY. All officials and employees are expected to follow this policy as a condition of employment or service to the community. Failure to do so by an employee will result in disciplinary action up to and including discharge.

Failure to do so by any elected or appointed official will result in an evaluation by the City Council and could result in the removal of the official if the Council decides it is appropriate. This section does not eliminate the possibility of criminal or civil charges being filed if the circumstances warrant such action.

In accordance with City Charter Section 5.2, Financial Interests Prohibited, any member of the Council or other official found guilty of violating the provisions of this section may be punished by a fine not-to-exceed one hundred dollars (\$100) or be imprisoned for not more than ninety (90) days or both within the discretion of the court. The conviction of any Council Member or official under this section shall operate in itself to forfeit his or her office.

APPENDIX A

Given the sensitive nature of CITY work and the complications that can result from outside work or business interest, these rules shall pertain to all employees who have outside employment or who have outside relationships with business partners or any personal business relationships that could cause a conflict with their City work. These rules will be reviewed and are subject to the approval of the City Council. Once approved, they shall be enforced by the City Manager. A violation of the rules shall be cause for discipline or dismissal.

1. Employees are required to refrain from outside work or business arrangements that could cause a conflict with their City work. If an arrangement occurs that could cause a conflict, the employee is required to follow these rules of conduct to avoid any conflict of interest. If such relationships interfere with the employee's ability to effectively perform his or her duties, the employee will be required by the City Manager to serve his or her outside business relationships or give up his or her City job.
2. An employee shall disclose to the City Manager, on or before taking work or entering into an outside business relationship, all work or business relationships in which he or she is a partner for profit or in which he or she is paid for services in any form or manner. (See Appendix B).
3. There shall be no meetings, casual conversations, or business of any kind conducted during City business hours, in or out of the office, with any business partner or other individual that pays an employee for any services whatsoever unless such is first approved by the City Manager.
4. There shall be no City inspections done or approvals, permits, or licenses issued by an employee to individuals or businesses in which the employee has any business relationship, in a partner for profit, or is paid for services in any form or manner whatsoever.
5. A business in which an employee is a partner for profit or is paid for any service shall not perform services for the City of Portland unless the business relationship is disclosed to the City Manager and the proposed business dealing is approved by the City Council at least seven (7) days prior to any contract, transaction, or service being performed.

APPENDIX B.

Request for Supplementary Employment and / or
Disclosure of Business Interest of Employee or Family Member

Employer or Business Relationship _____

Address _____ City _____ St _____ Zip _____

Exact nature of duties and responsibilities or extend of business relationship or interest.

Current City of Portland Job _____ Department _____

What family interest in involved? _____

What employer or business interest is involved? _____

I certify that this employment or business relationship will in no way conflict or interfere with my City employment. I further certify that I read, understand, and agree to the following conditions:

1. This employment or business relationship must in no way conflict with City rules concerning supplementary employment or business relationships or cause a conflict with work hours required for City employment.
2. This employment or business relationship will not interfere with the quality of my City work or the satisfactory and impartial performance of my City duties.
3. I must secure written approval from the department supervisor and the City Manager before engaging in or changing currently approved supplementary employment.
4. I am prohibited from working, whether for compensation or otherwise, for any business or organization that does business with or provides services to the City without first giving at least seven (7) days notice to and receiving approval from the City Council.

Employee Signature _____ Date _____

Signature of immediate supervisor _____ Date _____

Signature of City Manager _____ Date _____

Approved () Disapproved () Comments:

DUAL EMPLOYMENT AGREEMENT

1. Pursuant to City Council Policy 99-1, City employees recognize and understand that their position with the City of Portland is to be considered their primary employment for issues related to scheduling, on-call status, seniority, compensation and workers' compensation insurance.
2. Employees covered under this agreement understand that they are not to respond to calls related to any secondary employment during regularly scheduled work hours without the express approval of their department supervisor. These calls are to be limited to major structural fires and critical emergencies of a unique nature requiring additional manpower.
3. When scheduled for paid on call weekends for their primary employment, employees covered by this agreement understand that they are to be considered unavailable to respond to calls related to their secondary employment.
4. Employees covered under this agreement agree that their secondary employment is voluntary and they are required to use personal time for the secondary employment position.
5. Employees covered under this agreement understand that from the time they acknowledge response to a call related to their secondary employment they will be under the jurisdiction of that employer.
6. The City of Portland reserves the right to modify or terminate this Agreement at any time.
7. The City of Portland reserves the right to prohibit all employees current and future from obtaining or maintaining dual employment. If such prohibition is enacted current employees will be given 14 days in which to determine which position they would like to retain as their primary employment.

City of Portland, Employee

Portland City Manager

Date

Date

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-44

**A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE CITY
MANAGER TO SIGN AN ASSIGNMENT AGREEMENT WITH
SYNAGRO CENTRAL, LLC**

WHEREAS, the City previously entered into a biosolids management services agreement for a term of 3 years with Synagro Central, LLC, on July 18, 2016; and

WHEREAS, Synagro Central has proposed to assign their obligations under the agreement to Michigan AgriBusiness Solutions (MAS) until the end of the service contract, a copy of the Synagro letter is attached as Exhibit A, and is requesting that the City approve and execute the Assignment Agreement, attached as Exhibit B; and

WHEREAS, the City Manager and Waste Water Treatment Plant Superintendent Doug Sherman have reviewed the proposed Agreement and recommend that the City Council approve same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposed Assignment Agreement from Synagro Central, LLC, a copy of which is attached as Exhibit B, and authorizes and directs the City Manager to sign on behalf of the City.
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: May 15, 2016

Monique I. Miller, City Clerk

APRIL 5, 2017

Via: Email communications

RE: Notice of Michigan Contract - Subcontractor

Dear Customer:

Earlier this year, we communicated our business decision to exit the Michigan market in order to focus on different geographical areas. We are pleased to announce that we have identified a quality subcontractor so that we can continue to fulfill our contractual obligations until the end of our service contract as we move forward with our exit of the market. The company that we have chosen for our subcontracted work is Michigan AgriBusiness Solutions (MAS).

Who is MAS? – Similar to Synagro, Michigan AgriBusiness Solutions is devoted and singularly focused on the hauling and proper disposal of biosolids in the State of Michigan. MAS was founded by Jim Jurgens and he leads a team of twenty (20) experts in the biosolids industry. The MAS team has an average tenure in the industry or related experiences of nearly 18 years. Many of the MAS employees are former Synagro employees and have a great deal of experience with your operations which will help ensure a seamless transition. .

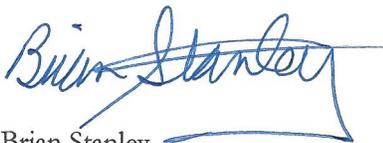
Over the next several months, we will work closely with you and MAS to ensure a smooth transition. Our ultimate goal is to gain your approval for the assignment and novation of your contract to Michigan AgriBusiness Solutions.

In the interim, should you have any questions regarding Operations of Assignment and Novation, please reach out to the person listed below:

- Operations - contact Ken Wegener at Ken@michagbusiness.net
- Assignment and Novation – contact Brian Stanley at BrianStanley@synagro.com or Jim Jurgens at Jim@michagbusiness.net

We appreciate your business and thank you in advance for your cooperation as we work to transition our contract to Michigan AgriBusiness Solutions (MAS).

Sincerely,



Brian Stanley
Regional Vice President
Synagro Central, LLC



Jim Jurgens
Michigan AgriBusiness Solutions (MAS)
President

ASSIGNMENT, ASSUMPTION AND NOVATION AGREEMENT

AGREEMENT made as of this ____ day of ____, 2017, between [_____] (“Assignee”) and [_____] (“Assignor”).

WHEREAS, Assignor and _____ (“[Third Party]”) have entered into _____ dated as of _____, as amended (the “Agreement”); and

WHEREAS, Assignor wishes to novate and assign its interest in the Agreement and to transfer its obligations thereunder to Assignee.

NOW, THEREFORE, for good and sufficient consideration, receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. Assignor hereby assigns and transfers to Assignee all of Assignor’s rights, title, interest and obligations under the Agreement, and Assignee accepts said transfer and assignment.

2. Assignee hereby agrees to assume to obligations of Assignor accruing under the Agreement from and after the date hereof.

3. From and after the date hereof, Assignor shall have no liability to [Third Party] under the Agreement and [Third Party] acknowledges and agrees that it will look solely to Assignee for performance under the Agreement.

4. This agreement may be executed in counterparts, each of which shall be deemed an original, but which taken together shall constitute one agreement. This agreement will become effective upon its execution and delivery by all of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date and year first above written.

[Assignor]

By: _____
Name: _____
Title: _____

Acknowledged & Agreed

[Assignee]

By: _____
Name: _____
Title: _____

[Third Party]

By: _____
Name: _____
Title: _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-45

A RESOLUTION APPROVING A PROPOSAL FROM THE UTILITIES INSTRUMENTATION SERVICE TO INSTALL A SCADA SYSTEM FOR THE CITY'S WASTE WATER TREATMENT PLANT

WHEREAS, the Waste Water Treatment Plant (WWTP) currently operates an analog alarm system that monitors the three lift stations and pays approximately \$1,200.00 per month to AT&T for this service and this fee is anticipated to substantially increase in August 2017; and

WHEREAS, the WWTP Superintendent and the City Manager recommend that City Council approve a proposal from Utilities Instrumentation Service to provide SCADA (Supervisory Control & Data Acquisition) upgrades for the three lift stations (Option 1) for the amount of \$27,725.00, a copy of the proposal is attached as Exhibit A; and

WHEREAS, the Portland Water Department recently upgraded its 14-year old SCADA operating system with the same technology and the proposed upgrade for the WWTP would be compatible and reduce the annual cost.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposal from Utilities Instrumentation Service to provide SCADA (Supervisory Control & Data Acquisition) upgrades for the three lift stations (Option 1) for the amount of \$27,725.00, a copy of the proposal is attached as 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: May 15, 2017

Monique I. Miller, City Clerk



Exhibit A



MOTOROLA Authorized Value Added Reseller

March 1, 2017

Doug Sherman
Portland WWTP
600 Morse Road
Portland, MI 48875

Phone: (517) 647-6926
Email: wwtp@portland-michigan.org

Quote Description: SCADA Upgrades
Quotation # 170271

Dear Doug:

UIS SCADA is pleased to submit our quote for the following options to provide SCADA upgrades at the three lift stations and replace the dialer located at the WWTP:

Option 1 – Motorola RTUs with CRUISE HMI

would prefer matches water dept system

- At each of the three lift stations, furnish and install one (1) Motorola ACE3600 RTU with UHF radio, battery backup, necessary I/O, antenna, cable, and connectors to provide monitoring of alarms and station status.
- At the WWTP, furnish and install one (1) Motorola ACE3600 RTU with UHF radio, battery backup, necessary I/O, antenna, cable, and connectors to provide monitoring of the existing dialer alarms.
- Provide the first year of the CRUISE subscription; currently \$960.00 per year. The CRUISE provides easy trending, reports, unlimited remote connections, and alarm notification via voice calls, email, and text messages.
- Provide programming of the new Motorola RTUs, CRUISE HMI, and WTP Motorola FIU to monitor the WWTP sites on the CRUISE (note the WWTP sites will be directed to the WWTP FIU for the CRUISE connection).
- Provide necessary startup services and training.

Our price for this scope of work is \$27,725.00.

Option 2 – ZUIS RTUs with CRUISE HMI

- At each of the three lift stations, furnish and install one (1) ZUIS RTU with cellular modem, battery backup, necessary I/O, antenna, cable, and connectors to provide monitoring of alarms and station status.
- At the WWTP, furnish and install one (1) ZUIS RTU with cellular modem, battery backup, necessary I/O, antenna, cable, and connectors to provide monitoring of the existing dialer alarms.
- Provide the first year of the CRUISE subscription and cellular fees; currently \$1,325.00 per year. The CRUISE provides easy trending, reports, unlimited remote connections, and alarm notification via voice calls, email, and text messages.
- Provide programming of the new ZUIS RTUs, and CRUISE HMI.
- Provide necessary startup services and training.

Our price for this scope of work is \$22,835.00.

These prices are based on straight time during normal hours of 8:00 A.M. to 4:30 P.M., Monday through Friday.



Thank you for giving us the opportunity to provide our quote for this project. Our price is valid for thirty (30) days, after which time *UIS SCADA* reserves the right to review and modify any and all portions of its proposal. In addition, this proposal contains pricing and other information confidential and proprietary to *UIS SCADA*, and disclosure of the contents of this letter and any attachments to persons or organizations outside of this agreement is not authorized without specific written permission from *UIS SCADA*. Should you have any questions, please do not hesitate to contact me at our office at (734) 424-1200 extension 301.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ken Wesley', is written over a faint, light-colored horizontal line.

Ken Wesley
COO

KW/tmf

UIS GROUP OF COMPANIES - TERMS AND CONDITIONS

1. **Offer.** These Terms and Conditions ("Terms") apply to all products and services, including without limitation, computer software program(s) provided to Purchaser under an Order Confirmation with Utilities Instrumentation Services, Inc., UIS SCADA, Inc., and/or UIS Renewable Power, Inc. (collectively, "Seller"). These Terms are incorporated into each and every Order Confirmation issued by Seller to a purchaser of such Products or Services ("Purchaser"). A confirmation or acknowledgement of an order ("Order Confirmation") will be issued to Purchaser after the Purchaser has submitted an order to Seller. The Order Confirmation constitutes Seller's offer to the Purchaser identified in the Order Confirmation to sell the Products and/or provide the Services identified in the Order Confirmation and otherwise to enter into the agreement that the Order Confirmation and these Terms describe, and the Order Confirmation and these Terms shall be the complete and exclusive statement of such offer and agreement.

2. **Acceptance.** A contract is formed when Purchaser accepts the Order Confirmation by written acknowledgement, by accepting the Products and/or Services, or other issued acceptance documents for the Products and/or Services. Acceptance is expressly limited to these Terms and the terms and conditions expressly referenced on the face of the Order Confirmation, and shall not include any terms and conditions contained in Purchaser's purchase order. Notwithstanding any contrary provision in Purchaser's purchase order or other acceptance document, delivery of Products, performance of Services or commencement of Services by Seller shall not constitute acceptance of Purchaser's terms and conditions to the extent any such terms or conditions are inconsistent with or in addition to the terms and conditions contained in the Order Confirmation.

3. **Prices.** Prices for Products and/or Services shall be set forth in the Order Confirmation. Unless otherwise expressly stated in the Order Confirmation: (a) prices for Products specified in the Order Confirmation do not include storage, handling, packaging or transportation charges; and (b) prices do not include any applicable federal, state, local or foreign duties or taxes.

4. **Payment Terms.** Unless otherwise expressly stated in the Order Confirmation, all accounts are payable in U.S. currency thirty (30) days from the date of Seller's invoice. Credit and delivery of Products shall be subject to Seller's approval. The Purchaser shall pay Seller for Services performed in accordance with the rates and charges set forth in the Order Confirmation. If the Purchaser objects to any portion of an invoice, the Purchaser shall notify Seller, in writing, within fourteen (14) calendar days of invoice receipt, identify the cause of disagreement, and pay when due any portion of the invoice not in dispute. Failure to provide notification shall constitute acceptance of the invoice as submitted. If Purchaser fails to pay undisputed invoiced amounts within the thirty (30) calendar days of the invoice date, Seller may at any time, without waiving any other claim against the Purchaser (including lien rights) and without thereby incurring any liability to the Purchaser, suspend or terminate the Order Confirmation. Purchaser is prohibited from and shall not setoff against or recoup from any invoiced amounts due or to become due from Purchaser or its affiliates any amounts due or to become due to Seller or its affiliates, whether arising under the Order Confirmation, any related purchase order or under any other agreement.

5. **Shipping and Delivery.** All sales of Products are F.O.B. Seller's plant unless otherwise specified in the Order Confirmation. Responsibility of Seller shall cease upon delivery to and receipt of the Products by a common carrier at which point Purchaser will bear all risk of loss for the Products. Premium shipping expenses and/or other related expenses necessary to meet Purchaser's accelerated delivery schedules shall be the responsibility of Purchaser. Deliveries of orders placed by Purchaser may be changed, deferred or canceled only upon specific agreement in writing by Seller and Seller may condition such agreement upon Purchaser's assumption of liability and payment to Seller for: (a) a sum equal to the costs of work in process including costs accrued for labor and material; (b) any amount for which Seller is liable by reason of commitments made by Seller to its suppliers; and (c) any other loss, cost or expense of Seller as a result of such change, deferment or cancellation.

6. **Proprietary Materials.** Seller shall have and retain all rights, title and interest, including all intellectual property rights, in and to all Products, Services and associated materials, including, without limitation, all related reports, specifications, designs and any other property, tangible or intangible, furnished by Seller in connection with or under the Order Confirmation or any related purchase order ("Proprietary Materials"). No Proprietary Materials created by Seller in connection with or pursuant to the Order Confirmation or any related purchase order shall be considered "works made for hire" as that term is used in connection with the U.S. Copyright Act.

7. **Licenses.** Seller does not grant to Purchaser any license with respect to the Products, and any such license terms with respect to the Products shall be governed solely by the licenses, if any, provided solely by the third-party manufacturers of such products.

8. **Design.** Seller is not responsible for the design of the Products and will not, under any circumstances, have any warranty, indemnification or other liability or obligations with respect to Products to the extent related to or arising out of the design and/or specifications for such Products. Suggestions by Seller as to design, use and suitability of the Products are made in good faith; provided, however, Buyer assumes full responsibility for accepting and/or using such suggestions.

9. **Warranty.**

(a) Seller warrants, that at the time of delivery, the Products will conform to the specifications, if any, that are a part of the Order Confirmation. Purchaser understands and hereby expressly agrees that any claim for defective materials, defective manufacture, or any other claim with respect to the Products shall be made directly to the manufacturer of the Product and not the Seller. Seller makes no warranties, either express or implied, regarding defective materials, defective manufacture, or any other claim with respect to Products. Seller may, at its sole election, and as Purchaser's sole remedy, make an allowance, repair, or replace such quantity of the Products as shall prove to be defective, then Purchaser shall hold and make available for inspection and testing by Seller all Products claimed by Purchaser to be defective.

(b) Services provided by Seller under an Order Confirmation will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

(c) THE SELLER DISCLAIMS, AND PURCHASER HEREBY EXPRESSLY WAIVES, ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, WITH RESPECT TO THE PRODUCTS AND/OR SERVICES, AND/OR THE RESULTS OBTAINED FROM THEIR USE BY PURCHASER AND/OR ITS USERS, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR IMPLIED WARRANTIES OF MERCHANTABILITY OR

FITNESS FOR A PARTICULAR PURPOSE. SELLER SPECIFICALLY, BUT NOT BY WAY OF LIMITATION, DISCLAIMS ANY AND ALL LIABILITY FOR THE USE OR PERFORMANCE OF THE SERVICES AND/OR PRODUCTS SELECTED BY THE PARTIES HEREBY EXPRESSLY ACKNOWLEDGE AND AGREE THAT THE UNIFORM COMMERCIAL CODE AND ANY SPECIFIC STATE ADOPTIONS THEREOF SHALL NOT GOVERN THE RIGHTS AND OBLIGATIONS OF THE PARTIES UNDER THESE TERMS OR ANY ORDER CONFIRMATION.

10. **Liability Limitation.** Specific performance shall not be available to Purchaser as a remedy in connection with Seller's providing of the Products and/or Services. Monetary damages against Seller shall be limited to the dollar amount charged to Purchaser for the applicable order placed by Purchaser and accepted by Seller for any of the Services and/or Products alleged to be the cause of any loss or damage, whether founded in contract, tort (including negligence), strict liability or otherwise, arising out of, or resulting from: (a) any order placed by Purchaser and accepted by Seller or Seller's performance or breach; or (b) the design, manufacture, delivery, sale, repair, replacement or use of any such Products. IN NO EVENT SHALL SELLER BE LIABLE TO PURCHASER FOR ANY SPECIAL, INDIRECT, EXEMPLARY, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOSS OF ANTICIPATED PROFITS, LOSS OF USE, LOSS OF REVENUE AND COST OF CAPITAL) ARISING OUT OF OR RELATING TO THE ORDER CONFIRMATION, ANY RELATED PURCHASE ORDER, OR THE SERVICE AND/OR PRODUCTS. ANY AGREEMENT VARYING OR EXTENDING THE REMEDIES SPECIFICALLY STATED HEREIN WILL BE BINDING ON SELLER ONLY WHEN SPECIFICALLY AGREED TO IN WRITING BY SELLER AND SPECIFICALLY REFERENCING THIS SECTION.

11. **Termination.** In the event that Purchaser fails to perform any of its obligations stated in the Order Confirmation or any related purchase order and fails to cure such breach within ten (10) days after receipt of written notice from the Seller specifying such breach, the Seller may at its option immediately terminate the Order Confirmation and/or any related purchase orders. Upon any such termination by Seller: (a) Seller shall be relieved of any further obligation to Purchaser (including, without limitation, any obligation with respect to delivery or transition of supply); (b) Purchaser shall be liable to Seller for the immediate payment of amounts then billed to date by Seller to Purchaser; (c) Purchaser shall purchase and pay Seller immediately for all raw materials, components, work in process and finished goods acquired by Seller in connection with the Order Confirmation and/or any related purchase orders; and (d) Purchaser shall immediately reimburse Seller for all other loss, cost or expense of Seller as a result of the termination of the Order Confirmation or any related purchase order.

12. **Right of Entry.** If applicable, Purchaser shall provide for Seller's right to enter the property owned by the Purchaser and/or others in order for Seller to perform the Services in the Order Confirmation. The Purchaser agrees, to the fullest extent permitted by law, to indemnify and hold Seller and his or her subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from procedures associated with testing or investigative activities or discovery of hazardous materials or suspected hazardous materials on said property.

13. **Excusable Delay.** Seller shall not be liable for any delay or failure to perform if such delay or failure to perform is caused by circumstances beyond its reasonable control, including without limitation acts of God or public authority, riots or other public disturbances, labor disputes of any kind, power failures, failure of Purchaser to provide required information, failure of Purchaser to provide adequate containers, or the change in cost or availability of raw materials, components or services based on market conditions, supplier actions or contract disputes. During any such delay or failure to perform by Seller, Seller's obligations under the Order Confirmation and any related purchase order shall be suspended and Seller shall not have any obligation to provide Purchaser with Services from other sources or to pay or reimburse Purchaser for any additional costs to Purchaser of obtaining substitute Services.

14. **Employee Solicitation.** Purchaser agrees not to hire, attempt to hire, or retain as consultants or otherwise, employees and/or consultants of Seller directly or through a third-party entity during the employment or consulting period and for a period of one (1) year subsequent to the employee's and/or consultant's last day of work for Seller regardless of the circumstances surrounding employee's cause of termination of employment.

15. **Waiver.** Waiver by Seller of any of the terms or conditions of the Order Confirmation shall be effective only if in writing and signed by Seller, and shall not constitute a waiver of such terms as to any subsequent events or conditions, whether similar or dissimilar. No course of dealing or custom in the trade shall constitute a modification or waiver by Seller of any right.

16. **Survival.** These Terms shall survive and continue in full force and effect following the expiration, cancellation or termination of an Order Confirmation and any related purchase order.

17. **Entire Agreement.** The Order Confirmation, including these Terms and any other attachments, exhibits or supplements specifically referenced in the Order Confirmation, constitutes the entire agreement between Seller and Purchaser with respect to the matters contained in the Order Confirmation and supersedes all prior oral or written representations and agreements. Except as otherwise provided in these Terms, the Order Confirmation may only be modified by a written agreement signed by Seller.

18. **Applicable Laws.** Unless otherwise specified, the laws of the State of Michigan, except for its choice of laws provisions, shall govern these Terms.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-46

A RESOLUTION APPROVING THE PURCHASE OF A WOODS BATWING MOWER FOR THE PARKS, RECREATION & CEMETERY DEPARTMENT

WHEREAS, the Parks, Recreation & Cemetery Department currently operates a large batwing mower that was purchased in 2002 and is in need of replacement. This mower is used to cut grass in large areas of the parks, cemetery and river trail; and

WHEREAS, the Parks, Recreation & Cemetery Director sought bids and recommends that City Council approve the purchase of a new Batwing Mower from Farm Depot for the amount of \$12,189.00, a copy of the memo and bids are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of a new Batwing Mower from Farm Depot for the Parks, Recreation & Cemetery Department in the amount of \$12,189.00, a copy of the memo and bids are attached as 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: May 15, 2017

Monique I. Miller, City Clerk



May 11, 2017

The Parks, Recreation, & Cemetery Departments are interested in purchasing a new finish mower to replace the current unit. The unit we are interested in purchasing is a Woods 12ft. Batwing Mower which would replace the current unit of the same name and model.

This mower is used to cut grass in large areas of the parks, cemetery, and on the river trail. Our current unit was purchased in 2002. Due to its age and amount of use, the unit is becoming a safety concern. In addition, the frequency of maintenance and repair has kept us from maximizing the efficiency that is expected from this type of mower.

Below and attached are the prices quoted from each company on the exact same unit. It is recommended that the unit be purchased from Farm Depot, Ltd.

Farm Depot, Ltd 2690 S. State St. Ionia, MI 48846 616-522-5501	\$12,189
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Maple Valley Implement, Inc 735 E. Sherman Nashville, MI 49073 616-522-9369	\$12,375
--	----------

Williams Farm Machinery 1115 Lansing, Rd Charlotte, MI 48813 517-543-4770	\$14,200
--	----------

Neil Brown
Parks, Recreation, & Cemetery Director
City of Portland
(517) 647-7985
nbrown@portland-michigan.org

“The City of Portland is an equal opportunity provider and employer.”

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-47

**A RESOLUTION APPROVING THE PURCHASE OF A JOHN DEERE Z950
ZERO TURN MOWER FOR THE PARKS, RECREATION & CEMETERY
DEPARTMENT**

WHEREAS, the Parks, Recreation & Cemetery Department is seeking to purchase a new zero turn mower to be used in the parks, cemetery and river trail; and

WHEREAS, the Parks, Recreation & Cemetery Director, utilizing the MiDeal Program, recommends that City Council approve the purchase of a John Deere Z950 Zero Turn Mower from Bader & Sons for the amount of \$9,607.67, a copy of the memo and bid are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of a John Deere Z950 Zero Turn Mower from Bader & Sons for the amount of \$9,607.67, a copy of the memo and bid are attached as 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: May 15, 2017

Monique I. Miller, City Clerk



May 11, 2017

The Parks, Recreation, & Cemetery Departments are interested in purchasing a new riding mower. The unit we are interested in purchasing is a John Deere Z950 Zero Turn mower.

This mower would be used to cut grass in the parks, cemetery, and on the river trail. Similar to our current Zero Turn units, this mower would be on a bi-annual trade-in program with Bader & Sons Co. Adding this unit would increase the efficiency of mowing and allow us to commit more resources to other important aspects of the parks, cemetery, and trail maintenance.

Below is the price quoted from Bader & Sons Co. It is recommended that the unit be purchased from Band & Sons Co. as it is part of the State Contract Government Discount program.

Bader & Sons Co. \$9,607.67
6018 E. Grand River Ave.
Portland, MI 48875
517-647-4164

Neil Brown
Parks, Recreation, & Cemetery Director
City of Portland
(517) 647-7985
nbrown@portland-michigan.org



“The City of Portland is an equal opportunity provider and employer.”



JOHN DEERE



Quote Summary

Prepared For:

Portland, City Of
Neil Brown
259 Kent St
Portland, MI 48875
Business: 517-647-7985
Recreationdirector@Portland-Michigan.Org

Prepared By:

Michael Beard
BADER & SONS CO.
6018 E. Grand River Ave.
Portland, MI 48875
Phone: 517-647-4164
mbeard@badersjdealer.com

Quote Id: 14685822
Created On: 01 February 2017
Last Modified On: 01 February 2017
Expiration Date: 28 February 2017

Equipment Summary

JOHN DEERE Z950M Commercial
Ztrak

Selling Price	Qty	Extended
\$ 9,607.67 X	1 =	\$ 9,607.67

Equipment Total

\$ 9,607.67

Quote Summary

Equipment Total	\$ 9,607.67
SubTotal	\$ 9,607.67
Est. Service Agreement Tax	\$ 0.00
Total	\$ 9,607.67
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 9,607.67

Salesperson : X _____

Accepted By : X _____



Selling Equipment



Quote Id: 14685822

Customer: PORTLAND, CITY OF

JOHN DEERE Z950M Commercial Ztrak

Hours:

Stock Number:

				Selling Price
				\$ 9,607.67
Code	Description	Qty	Unit	Extended
0691TC	Z950M Commercial Ztrak	1	\$ 10,999.00	\$ 10,999.00
001A	United States/Canada	1	\$ 0.00	\$ 0.00
1038	24x12N12 Michelin X Tweel Turf for 54 In. and 60 In. Decks	1	\$ 849.00	\$ 849.00
1504	60 In. Side Discharge Mower Deck	1	\$ 0.00	\$ 0.00
2002	Fully Adjustable Suspension Seat with Armrests	1	\$ 475.00	\$ 475.00
Standard Options Total				\$ 1,324.00
TCB10953	Mulch Kit (1524-mm (60-in.) 7-Iron, 7-Iron II and 7-Iron PRO)	1	\$ 326.36	\$ 326.36
Dealer Attachments Total				\$ 326.36
Value Added Services Total				\$ 0.00
	EnviroCrate	1	\$ 40.00	\$ 40.00
	Setup	1	\$ 180.00	\$ 180.00
Other Charges Total				\$ 220.00
Suggested Price				\$ 12,869.36
Customer Discounts Total			\$ -3,261.69	\$ -3,261.69
Total Selling Price				\$ 9,607.67

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 1, 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

Guests: Kathy Parsons; Mike Judd; Vince Aragona of NeoNetwork Development; Scott Hubble of Verizon; Kevin Shane of ACD.net; 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 Baldyga, to approve the Proposed Agenda as presented.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman stated the City is taking another look at accepting the donation of property by ADM Alliance Nutrition at the corner of Grand River Ave. and Divine Hwy. There is new Brownfield Coordinator for the DEQ who has advised there may be grant funds available for the cleanup of the property. Engineers with Fleis & VandenBrink have submitted an application for these funds on behalf of the City. City Manager Gorman noted that there are still pros and cons that need to be considered in the acceptance of the donation.

City Manager Gorman reported that the MDOT Bridge grand applications were submitted to MDOT by Fleis & VandenBrink. If approved, funding would be 3 years out which would allow time for planning.

The survey conducted regarding the implementation of curbside recycling indicated that 70% of City residents are in favor of adding this service. A Public Hearing will be conducted at the May 15, 2017 Council Meeting to further explore the idea.

Representatives of McDonald's have indicated they will begin construction sooner than expected; and will likely begin early this summer.

The Declaration of Restrictions agreed to under the Purchase Agreement with Sparrow has been recorded with Ionia County. A new survey of the property on Cutler Rd. will be conducted soon.

City Manager Gorman noted that a City employee that works in the Wastewater Department is being considered as the new Fire Chief as Fire Chief Baker is retiring. The City's Conflict of Interest Policy requires Council approval with a 7-day notice. The City Council will consider this matter at its meeting on May 15, 2017.

The Bond Closing for funds being bonded for street projects will be held tomorrow. The funds will be wired to the City soon after the closing.

The design process for the James St. Improvement Project are currently underway. The bid process will take place this summer with construction to take place late summer/fall.

City Manager Gorman advised that the Police Department and Cemetery Sextant are aware of the recent vandalism at the cemetery and are taking proactive measures. Unfortunately, this type of vandalism is not uncommon.

Under Presentations, Vince Aragona of NeoNetwork Development, explained the application from ACD.net on behalf of Verizon and how it would affect its Portland customers. The project would include the installation of six towers with small cell nodes that would be connected to a fiber network. The towers can be connected to any vertical structure, typically utility/light poles. He noted that because much of the City's electric is underground there are not as many utility poles in the area. He further noted that Portland has a lot of wireless usage for a small town due to the lack of good wired coverage. No construction would take place until the design and engineering phase is complete. He further stated this technology is good for the residents and the community and has a lot of valuable elements when embraced. He noted that the application could be approved on a provisional basis so that best practices could be applied in the future and integrated into a siting policy.

Mayor BARNED noted the concern of balancing the benefits with the concerns that many carriers would want to participate along with the need to protect the limited underground facilities.

Mayor Pro-Tem VanSlambrouck asked if the towers could be placed in the surrounding area and not directly in the City.

Mr. Aragona advised that they could not as these are small cell nodes and require placement close to the users.

Mayor Pro-Tem VanSlambrouck asked if competitors could use the same towers.

Mr. Aragona stated that their competitors would have the choice to use the same towers and same fiber.

Council Member Baldyga confirmed there application is requesting the installation of six towers that would be connected by fiber that would be buried tower to tower.

Mr. Aragona confirmed that to be the request and would depend on the use of conduit and poles that might already be in place.

Mayor Pro-Tem VanSlambrouck asked if more towers would be required in the future due to new technology.

Mr. Aragona stated that more towers would not be needed for new technology but there may be a need for expansion based on residents request as the service will greatly improve.

Mayor Barnes encouraged Portland residents to respond with their opinions on this matter.

Mr. Hubble, with Verizon, provided statistics on how individuals use wireless services and evaluate its use in their lives. He stated that this project would also enhance the public safety response as this area is

an overburdened network. He noted that he has never received complaints from residents once these systems have been installed in other communities. This project encompasses a five to ten year plan as demand is expected to grow as technology advances. They can slot cards in the nodes to keep technology up to date.

Mayor Pro-Tem VanSlambrouck noted that the undergrounding is the biggest concern as most of the City's infrastructure is underground.

Mayor Barnes opened the Public Hearing for the proposed Budget for Fiscal Year 2017-2018 at 7:36 P.M.

City Manager Gorman thanked City staff and the Council for their hard work during the budget process and noted the proposed budget includes the addition of a police officer.

There was no public comment.

Mayor Pro-Tem VanSlambrouck thanked staff for spending time with the Council during the budget process and answering questions to help point the City in a good direction to serve the residents.

Mayor Barnes echoed the sentiments and noted that the budget process was very inclusive and he feels confident that this is a good budget.

Mayor Barnes closed the Public Hearing at 7:40 P.M.

Under New Business, the Council considered Resolution 17-36 to adopt the Fiscal Year 2017-2018 Budget.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-36 to adopt the City of Portland's Annual Budget for Fiscal Year 2017-2018.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-37 to approve a License Agreement to farm the property owned by the City at Grand River Ave. and Cutler Rd. The EDC anticipates that no development activity will occur during 2017 and recommends the City Council approve the lease. Mr. Francis Hoerner has indicated he would like to farm the property during 2017 and is willing to renew the agreement. City Manager Gorman noted he contacted Sparrow to ensure they have no issue with the farming of the property they are going to purchase. He further noted the property will be leased at the same fee as last year.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-37 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: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-38 to Ambulance Service Agreements with the surrounding jurisdictions and the Care Plan Membership Agreement form for the 2017-2018 coverage period.

Mayor Pro-Tem VanSlambrouck noted that Ambulance Director Gensterblum has been doing a great job with the management of the Ambulance Department and the community is well served.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-38 approving, authorizing, and directing the Mayor and Clerk to sign Ambulance Services Agreements with Danby Township, Portland Townships, Westphalia Township, Orange Township, Lyons Township, the Village of Westphalia, the Village of Pewamo, and Sebewa Township and Approving the Care Plan Membership Agreement Form.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-39 to a permit for a fireworks display at Portland High School on Monday, July 3, 2017 as part of the fourth of July celebration hosted by the Chamber of Commerce.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-39 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 17-40 to confirm the Mayor's appointment of Terence M. Frewen to the Downtown Development Authority with a term expiring June 30, 2018.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-40 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-41 to approve the purchase of automatic meter reading technology in the amount of \$29,531.98. This technology eliminates manual entry of water readings at the meter and into the billing system at City Hall.

Mayor Barnes noted that this process began several years ago.

City Manager Gorman stated that the process of converting the water meters to radio read is about 1/3 of the way complete. This technology results in dollars saved and better accuracy.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-41 approving the purchase of Automatic Meter Reading Technology.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, 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 April 17, 2017 and the Council Budget Workshop held on April 20, 2017, payment of invoices in the amount of \$130,417.92 and payroll in the amount of \$97,401.70 for a total of \$227,819.62. Purchase orders to T&R Electric in the amount of \$5,315.00 for a transformer, Chrouch Communications in the amount of \$6,922.50 for portable radios and chargers, and Fleis & VandenBrink in the amount of \$13,040.14 for James St. design engineering were also included.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that the next Grand River Water Trail meeting will be held in Grand Ledge on May 15, 2017. He also stated that he is currently in discussions with the City of Grand Ledge for Mayor Exchange.

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.

City Manager Gorman noted that DDA/Main Street Director Conner Wellman and DDA Chair Briggs are attending the National Main Street Conference in Pittsburgh, PA. He also noted that the Block Party will be held Saturday, May 20, 2017.

City Manager Gorman stated that the Arbor Day tree planting took place on Friday, April 28, 2017 at Brush St. Park.

Under Council Comments, Mayor Barnes reminded everyone about the outdoor garden in memory of Council Member Johnston's mom, a long time secretary at Oakwood Elementary that will be benefited by the Shoe Drive.

Mayor Pro-Tem VanSlambrouck noted that Fire Chief Baker has submitted his retirement paperwork and that the Portland Area Fire Authority will be hiring a new Fire Chief.

Mayor Pro-Tem VanSlambrouck commented his feeling that if it is feasible for the City to accept the donation of property at Grand River Ave. and Divine Hwy. by ADM it would provide the best case scenario in terms of community safety (Fire/Ambulance/Police) as it would provide the means to keep the current bridge open during construction of a new bridge over the Looking Glass River.

Council Member Fitzsimmons commented that he is glad to be part of the budget process. It was good to work with the Council and the budget approved is a good budget.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:55 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the May 1, 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

Presentation - Vince Aragona of NeoNetwork Development, explained the application from ACD.net on behalf of Verizon and how it would affect its Portland customers.

Approval of Resolution 17-36 to adopt the City of Portland’s Annual Budget for Fiscal Year 2017-2018.

All in favor. Adopted.

Approval of Resolution 17-37 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.

All in favor. Adopted.

Approval of Resolution 17-38 approving, authorizing, and directing the Mayor and Clerk to sign Ambulance Services Agreements with Danby Township, Portland Townships, Westphalia Township, Orange Township, Lyons Township, the Village of Westphalia, the Village of Pewamo, and Sebewa Township and Approving the Care Plan Membership Agreement Form.

All in favor. Adopted.

Approval of Resolution 17-39 approving, authorizing, and directing the Mayor to sign a permit for a fireworks display at Portland High School.

All in favor. Adopted.

Approval of Resolution 17-40 confirming the Mayor’s appointment of Terence M. Frewen to the Downtown Development Authority.

All in favor. Adopted.

Approval of Resolution 17-41 approving the purchase of Automatic Meter Reading Technology.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:55 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
UNITED STATES POSTAL SERVICE	00463	POSTAGE- ELC, WTR, WASTEWATER, GENERAL	886.52
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	2,376.25
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	59.95
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	439.35
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	311.24
CENTURYLINK	01567	PHONE SVC - GEN, REC, ELEC, WW, WTR, MP	2.86
CULLIGAN	02130	WATER - CITY HALL	13.00
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	44.88
FAMILY FARM & HOME	01972	SPRAYER - ELECTRIC	269.98
FAMILY FARM & HOME	01972	SHOP TOWEL BOX, SCREWS - WATER	22.97
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL - MTR POOL	307.02
HOMETOWN SPORTS, INC.	01326	HATS - VARIOUS DEPTS	192.00
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	380.00
LACROSSE FORAGE & TURF SEED LLC	02218	SEED - ELECTRIC	560.00
EJ USA INC	02368	O-RING, SEATING VALVE - WATER	182.83
MHR BILLING	01780	BILLING SERVICE - AMBULANCE	1,008.00
MICHIGAN.COM	02336	LEGAL NOTICES - GENERAL, ECON DEV	365.34
STATE OF MICHIGAN	00428	SOR TOKEN - POLICE	30.00
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	18,359.00
MUNICIPAL SUPPLY CO.	00324	SEAT, CUP, WASHER SET - WASTE WTR	437.80
MUNICIPAL SUPPLY CO.	00324	METER HORN, DUAL TAIL PIECE - WATER	128.48
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	1,009.07
SENTINEL-STANDARD, INC.	00212	LEGAL NOTICE - ECON DEV	84.80
SOCIETY FOR HUMAN RESOURCE MGM	01418	MEMBERSHIP - GENERAL	199.00
USA BLUEBOOK	01850	CHEMICAL FEED PUMP - WASTE WTR	533.30
VERIZON WIRELESS	00470	PHONE SERVICE - VARIOUS DEPTS	316.78
WOLVERINE POWER SYSTEMS	02122	ANNUAL MAINT - WASTE WTR	1,263.85
WOLVERINE POWER SYSTEMS	02122	LOAD BANK TESTING - WASTEWATER	849.80
MARY FOX	MISC	ENERGY SMART PROGRAM - ELECTRIC	250.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ROBERT W. BAIRD & CO.	02452	AGENT SERVICES - 2017 BOND -	13,150.00
BS&A SOFTWARE	00029	ANNUAL SUPPORT & ASSESSING SOFTWARE - ASSESSIN	825.00
B&W AUTO SUPPLY, INC.	00030	PARTS & SUPPLIES - ELEC, MTR POOL	1,133.65
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	1,081.25
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	421.54
ELHORN ENGINEERING	00139	EL-CHLOR - WATER	486.00
FLEIS & VANDENBRINK	00153	WWTP OPERATIONS CONTRACT EMPLOYEE- WASTE WTR	8,322.75
GRANGER CONTAINER SERVICE	00175	REFUSE -COMM PROMO, POLICE, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE - CEM, PARKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	7,999.02
INSOURCE SOLUTIONS GROUP INC.	01813	EFILED RETURNS - INCOME TAX	598.00
INTERSTATE BILLING SVC	00202	SLIP ON GLOVES - MTR POOL	54.98
IONIA OCCUPATIONAL HEALTH SERVICES	02275	HEP B TESTING - WASTE WTR	78.00
I.T. RIGHT	02440	COMPUTER - CITY MANAGER	675.00
I.T. RIGHT	02440	YEARLY I.T. SERVICE CONTRACT - VARIOUS DEPTS	9,200.00
LANSING UNIFORM COMPANY	00962	BICYCLE PATROL SUPPLIES - POLICE	414.95
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICE - POLICE	80.50
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP - WATER	223.44
MICHIGAN MUNICIPAL WC FUND	00291	WORKERS COMP POLICY PREMIUM - VARIOUS DEPTS	40,008.00
MRE SERVICES, INC.	00318	COMPUTER SERVICES - GENERAL, ECON DEV	476.30
MICHIGAN STATE POLICE	00275	SOR FEE - POLICE	60.00
MUNICIPAL SUPPLY CO.	00324	VALVE BOXES - WATER	91.74
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.70
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT - COMM PROMO	4,867.70
CITY OF PORTLAND-PETTY CASH	00701	MISC CHARGES - VAROUS DEPTS	444.71
MARK SPOHN	02110	RED MILL LAWN SERVICES - VOMM PROMO	235.00
SERVPRO	MISC	BIO CLEAN UP - MTR POOL	250.00
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES - VARIOUS DEPTS	486.03
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	575.38

Date: 05/11/17

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
WOLVERINE POWER SYSTEMS	02122	REPAIR TO GENERATOR - CITY HALL	458.95
WMCJTC	01911	CONSORTIUM DUES - POLICE	214.73
GRANGER CONTAINER SERVICE	00175	REFUSE- WW	152.58
Total:			\$124,761.81

**BI-WEEKLY
WAGE REPORT
May 8, 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.	9,802.95	198,869.02	3,806.85	70,466.90	13,609.80	269,335.92
ASSESSOR	1,063.86	24,972.18	81.39	1,920.01	1,145.25	26,892.19
CEMETERY	2,875.59	56,126.36	3,047.60	25,216.97	5,923.19	81,343.33
POLICE	13,107.78	359,735.58	5,267.57	110,844.12	18,375.35	470,579.70
CODE ENFORCEMENT	610.19	16,104.53	643.29	7,795.79	1,253.48	23,900.32
PARKS	1,761.22	51,434.25	904.91	15,976.42	2,666.13	67,410.67
INCOME TAX	1,939.73	44,049.72	2,314.13	32,316.80	4,253.86	76,366.52
MAJOR STREETS	2,409.81	75,172.20	3,062.86	50,606.49	5,472.67	125,778.69
LOCAL STREETS	2,316.13	70,693.26	2,953.97	42,694.04	5,270.10	113,387.30
RECREATION	799.41	24,565.67	854.31	11,356.85	1,653.72	35,922.52
AMBULANCE	11,844.47	263,775.66	4,149.98	64,637.33	15,994.45	328,412.99
DDA	2,115.38	33,317.02	316.00	11,251.85	2,431.38	44,568.87
ELECTRIC	15,664.26	410,311.74	17,212.98	227,282.98	32,877.24	637,594.72
WASTEWATER	8,840.67	224,057.35	8,309.22	137,921.87	17,149.89	361,979.22
WATER	5,025.91	114,078.63	4,321.81	57,427.14	9,347.72	171,505.77
MOTOR POOL	1,681.54	57,340.31	2,155.80	35,917.82	3,837.34	93,258.13
TOTALS:	81,858.90	2,024,603.48	59,402.67	903,633.38	141,261.57	2,928,236.86

BI-WEEKLY CASH BALANCE ANALYSIS

AS OF 5/11/17

MEETING DATE 5/15/17

Fund	Description	Beginning Balance 4/27/17	Total Cash in	Total Cash out	Cash Balance 5/11/17	Time Certificates	Ending Balance 5/11/17	
101	GENERAL FUND	2,017,612.05	219,273.89	(144,243.20)	2,092,642.74	235,000.00	2,327,642.74	
105	INCOME TAX FUND	111,661.09	8,816.86	(38,030.43)	82,447.52	10,000.00	92,447.52	
150	CEMETERY PERPETUAL CARE FUND	36,892.20	-	-	36,892.20		36,892.20	
202	MAJOR STREETS FUND	142,974.96	31,599.82	(11,682.18)	162,892.60		162,892.60	
203	LOCAL STREETS FUND	99,911.52	16,072.04	(17,251.77)	98,731.79		98,731.79	
208	RECREATION FUND	10,178.58	2,975.47	(3,950.64)	9,203.41		9,203.41	
210	AMBULANCE FUND	128,201.60	36,061.17	(34,812.11)	129,450.66		129,450.66	
245	MSHDA LOFT FUND	-	-	-	-		-	
248	DDA FUND	139,125.05	3,986.38	(5,127.25)	137,984.18		137,984.18	
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	(932.75)	1,917,500.00	-	1,916,567.25		1,916,567.25	
520	REFUSE SERVICE FUND	23,531.84	3,181.88	(7,998.08)	18,715.64		18,715.64	
582	ELECTRIC FUND	177,499.34	91,489.79	(134,852.39)	134,136.74	530,000.00	664,136.74	
590	WASTEWATER FUND	(150,398.50)	74,624.15	(47,824.74)	(123,599.09)		(123,599.09)	
591	WATER FUND	13,942.10	19,680.58	(27,665.42)	5,957.26	420,000.00	425,957.26	
661	MOTOR POOL FUND	18,181.95	3,837.34	(11,591.07)	10,428.22		10,428.22	
703	CURRENT TAX FUND	6,944.92	-	-	6,944.92		6,944.92	
TOTAL - ALL FUNDS		2,778,688.20	2,429,099.37	(485,029.28)	4,722,758.29	1,195,000.00	5,917,758.29	
						ELECTRIC-RESTRICTED CASH	399,418.00	399,418.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
						PERPETUAL CARE CD	130,000.00	130,000.00
						INCOME TAX SAVINGS	618,839.56	618,839.56
						ELECTRIC-PRIN & INT ESCROW	127,894.11	127,894.11
						WASTEWATER DEBT ESCROW	233,136.71	233,136.71
						WASTEWATER REPAIR ESCROW	20,834.85	20,834.85
						DDA-PRIN & INT ESCROW	501.77	501.77
								<u>7,618,383.29</u>

*Customer Deposit Breakdown

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2017 NORMAL (ABNORMAL)	MONTH 04/30/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,005,336.00	975,737.55	0.00	29,598.45	97.06
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,200.00	1,625.18	0.00	(425.18)	135.43
101-000-445.000	PENALTY & INTEREST	4,500.00	2,734.60	0.00	1,765.40	60.77
101-000-445.022	1994A SPEC ASSESS - INTEREST	0.00	16.45	0.00	(16.45)	100.00
101-000-447.000	TAX COLLECTION FEES	43,000.00	40,491.97	0.00	2,508.03	94.17
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	26.36	0.00	(26.36)	100.00
101-000-451.000	BUSINESS PERMITS	200.00	100.00	0.00	100.00	50.00
101-000-453.000	CABLE TV FEES	30,000.00	22,604.88	0.00	7,395.12	75.35
101-000-455.000	TRAILER FEES	1,500.00	375.00	42.00	1,125.00	25.00
101-000-476.000	NON-BUSINESS PERMITS	0.00	(13,482.00)	(14,373.00)	13,482.00	100.00
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.01	0.00	(0.01)	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	900.00	613.50	0.00	286.50	68.17
101-000-570.000	LIQUOR FEES	3,100.00	3,181.20	0.00	(81.20)	102.62
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	15,856.00	74,442.18	0.00	(58,586.18)	469.49
101-000-575.000	REVENUE SHARING-CONST SALES	307,996.00	261,507.00	53,957.00	46,489.00	84.91
101-000-576.000	REVENUE SHARING-STAT SALES	106,226.00	88,555.00	17,711.00	17,671.00	83.36
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	5,000.00	5,714.50	0.00	(714.50)	114.29
101-000-620.000	PBT TESTING FEES	5,000.00	3,556.00	324.00	1,444.00	71.12
101-000-623.000	TRANSCRIPT FEES	1,000.00	1,249.12	10.00	(249.12)	124.91
101-000-624.000	MISCELLANEOUS FEES	200.00	170.38	140.00	29.62	85.19
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	265,870.00	26,587.00	52,987.00	83.38
101-000-630.000	CEMETERY LOT SALES	3,500.00	(50.00)	587.50	3,550.00	(1.43)
101-000-633.000	CEMETERY CARE FEES	4,000.00	4,613.40	1,065.60	(613.40)	115.34
101-000-634.000	GRAVE OPENING FEES	10,000.00	5,105.00	425.00	4,895.00	51.05
101-000-656.000	DISTRICT COURT FINES	10,000.00	7,863.32	(1,019.69)	2,136.68	78.63
101-000-661.000	PARKING FINES	2,400.00	2,165.00	20.00	235.00	90.21
101-000-662.000	DRUG FORFEITURE MONEY	1,000.00	23,545.92	0.00	(22,545.92)	2,354.59
101-000-663.000	MISCELLANEOUS FINES	1,500.00	2,152.00	172.00	(652.00)	143.47
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	50.00	0.00	(50.00)	100.00
101-000-665.000	INTEREST INCOME	100.00	0.00	0.00	100.00	0.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	200.00	0.00	0.00	200.00	0.00
101-000-667.000	RENTAL INCOME	1,000.00	910.00	35.00	90.00	91.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	8,000.00	0.00	(8,000.00)	100.00
101-000-676.003	DONATIONS-DOG PARK	1,100.00	1,381.38	0.00	(281.38)	125.58
101-000-676.006	DONATION - PARKS	1,500.00	0.00	0.00	1,500.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	0.00	0.00	750.00	0.00
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	598.60	0.00	(598.60)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	6,500.00	1,147.67	0.00	5,352.33	17.66
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	14,146.00	28,341.96	1,009.97	(14,195.96)	200.35
101-000-678.007	REIMBURSEMENTS-PAMA	1,250.00	1,520.00	0.00	(270.40)	121.63
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	0.00	200.03	0.00	(200.03)	100.00
101-000-694.000	SALE OF LAND	10,565.00	10,565.00	0.00	0.00	100.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	50,037.00	50,037.00	50,037.00	0.00	100.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	31,764.00	31,764.00	0.00	100.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	32,009.00	32,009.00	0.00	100.00
TOTAL REVENUES		2,033,192.00	1,947,008.56	200,503.38	86,183.44	95.76
Expenditures						
100	COUNCIL	142,968.00	79,728.30	44.00	63,239.70	55.77
101	COMMUNITY PROMOTIONS	278,631.00	207,830.48	10,015.71	70,800.52	74.59
172	CITY MANAGER	137,729.00	97,392.42	9,264.08	40,336.58	70.71
191	ELECTIONS	9,756.00	4,552.96	21.01	5,203.04	46.67
201	GENERAL ADMINISTRATION	324,346.00	251,025.51	19,415.72	73,320.49	77.39
209	ASSESSING	42,243.00	28,762.49	2,749.37	13,480.51	68.09

User: KRISTINA

PERIOD ENDING 04/30/2017

DB: Portland

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR MONTH 04/30/2017 INCREASE (DECREASE)	AVAILABLE		% BDT USED
		2016-17 AMENDED BUDGET	04/30/2017 NORMAL (ABNORMAL)		BALANCE	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
265	CITY HALL	68,969.00	46,868.66	3,910.04	22,100.34		67.96
276	CEMETERY	132,670.00	94,459.95	8,655.76	38,210.05		71.20
301	POLICE	692,807.00	537,279.92	49,930.67	155,527.08		77.55
371	CODE ENFORCEMENT	45,374.00	24,382.83	2,052.05	20,991.17		53.74
728	ECONOMIC DEVELOPMENT	6,460.00	19,634.64	786.27	(13,174.64)		303.94
751	PARKS	158,742.00	121,319.70	7,037.89	37,422.30		76.43
TOTAL EXPENDITURES		2,040,695.00	1,513,237.86	113,882.57	527,457.14		74.15
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		2,033,192.00	1,947,008.56	200,503.38	86,183.44		95.76
TOTAL EXPENDITURES		2,040,695.00	1,513,237.86	113,882.57	527,457.14		74.15
NET OF REVENUES & EXPENDITURES		(7,503.00)	433,770.70	86,620.81	(441,273.70)		5,781.30
TOTAL REVENUES - FUND 101							
TOTAL REVENUES - FUND 101		2,033,192.00	1,947,008.56	200,503.38	86,183.44		95.76
TOTAL EXPENDITURES - FUND 101		2,040,695.00	1,513,237.86	113,882.57	527,457.14		74.15
NET OF REVENUES & EXPENDITURES		(7,503.00)	433,770.70	86,620.81	(441,273.70)		5,781.30

User: KRISTINA

DB: Portland

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2017 NORMAL (ABNORMAL)	MONTH 04/30/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		695,550.00	659,613.45	167,998.26	35,936.55	94.83
TOTAL EXPENDITURES		1,297,455.00	1,123,481.13	38,580.01	173,973.87	86.59
NET OF REVENUES & EXPENDITURES		(601,905.00)	(463,867.68)	129,418.25	(138,037.32)	77.07
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	650.00	375.00	1,850.00	26.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	650.00	375.00	1,850.00	26.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		956,770.00	894,130.67	27,024.70	62,639.33	93.45
TOTAL EXPENDITURES		1,018,338.00	824,096.71	18,856.89	194,241.29	80.93
NET OF REVENUES & EXPENDITURES		(61,568.00)	70,033.96	8,167.81	(131,601.96)	113.75
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		163,007.00	139,694.20	8,739.45	23,312.80	85.70
TOTAL EXPENDITURES		243,719.00	175,117.74	25,463.38	68,601.26	71.85
NET OF REVENUES & EXPENDITURES		(80,712.00)	(35,423.54)	(16,723.93)	(45,288.46)	43.89
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		126,450.00	70,844.42	6,016.50	55,605.58	56.03
TOTAL EXPENDITURES		87,706.00	77,423.73	5,067.39	10,282.27	88.28
NET OF REVENUES & EXPENDITURES		38,744.00	(6,579.31)	949.11	45,323.31	16.98
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		521,781.00	494,119.65	45,309.65	27,661.35	94.70
TOTAL EXPENDITURES		515,869.00	426,144.55	21,519.92	89,724.45	82.61
NET OF REVENUES & EXPENDITURES		5,912.00	67,975.10	23,789.73	(62,063.10)	1,149.78
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
TOTAL REVENUES		287,115.00	272,829.72	500.00	14,285.28	95.02
TOTAL EXPENDITURES		396,039.00	321,158.65	7,638.41	74,880.35	81.09
NET OF REVENUES & EXPENDITURES		(108,924.00)	(48,328.93)	(7,138.41)	(60,595.07)	44.37
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT						
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	932.75	484.00	(932.75)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(932.75)	(484.00)	932.75	100.00
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		112,150.00	90,305.91	2,289.64	21,844.09	80.52
TOTAL EXPENDITURES		111,000.00	101,291.01	7,999.02	9,708.99	91.25
NET OF REVENUES & EXPENDITURES		1,150.00	(10,985.10)	(5,709.38)	12,135.10	955.23

User: KRISTINA

DB: Portland

PERIOD ENDING 04/30/2017

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% B DGT USED
		AMENDED BUDGET	04/30/2017 NORMAL (ABNORMAL)	MONTH 04/30/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	4,014,625.00	2,840,130.83	1,341.41	1,174,494.17	70.74
	TOTAL EXPENDITURES	4,234,911.00	2,899,550.51	331,826.17	1,335,360.49	68.47
	NET OF REVENUES & EXPENDITURES	(220,286.00)	(59,419.68)	(330,484.76)	(160,866.32)	26.97
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,103,505.00	806,033.97	525.66	297,471.03	73.04
	TOTAL EXPENDITURES	1,086,996.00	858,993.61	81,824.76	228,002.39	79.02
	NET OF REVENUES & EXPENDITURES	16,509.00	(52,959.64)	(81,299.10)	69,468.64	320.79
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	611,078.00	459,772.93	332.64	151,305.07	75.24
	TOTAL EXPENDITURES	682,666.00	524,457.65	79,290.79	158,208.35	76.82
	NET OF REVENUES & EXPENDITURES	(71,588.00)	(64,684.72)	(78,958.15)	(6,903.28)	90.36
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	359,874.00	279,634.50	(1,685.00)	80,239.50	77.70
	TOTAL EXPENDITURES	360,253.00	317,938.44	13,702.00	42,314.56	88.25
	NET OF REVENUES & EXPENDITURES	(379.00)	(38,303.94)	(15,387.00)	37,924.94	10,106.5
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	(1,080,547.00)	(642,826.23)	(373,484.83)	(437,720.77)	59.49

PURCHASE ORDER

CITY OF PORTLAND

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

TO F&V Operations

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
4/24/17						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	WWTP operations 2/25/17 - 3/24/17					8,322.75
	590-548-1702 000					

NOT FOR RESALE FOR RESALE

TAX NUMBER _____



ORIGINAL



AUTHORIZED SIGNATURE _____

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



F&V operations
and resource management
2960 LUCERNE DRIVE SE, STE 100 GRAND RAPIDS, MI 49546
OFFICE: 616.588.2900 | FAX: 616.977.1005
www.fv-operations.com

James Barnes
Mayor
City of Portland
259 Kent Street
Portland, MI 48875-1495

April 24, 2017
Project No: .706817
Invoice No: 1862

Project 706817 City of Portland - WWTP Operations - 2016
For professional services rendered for the period February 25, 2017 to March 24, 2017
Professional Services

		Hours	Rate	Billing	
Freeman, Jason	3/8/2017	8.00	57.00	456.00	
Freeman, Jason	3/9/2017	8.00	57.00	456.00	
Freeman, Jason	3/10/2017	8.00	57.00	456.00	
Freeman, Jason	3/13/2017	8.00	57.00	456.00	
Freeman, Jason	3/14/2017	8.00	57.00	456.00	
Freeman, Jason	3/15/2017	8.00	57.00	456.00	
Freeman, Jason	3/16/2017	8.00	57.00	456.00	
Freeman, Jason	3/17/2017	8.00	57.00	456.00	
Freeman, Jason	3/20/2017	8.00	57.00	456.00	
Freeman, Jason	3/22/2017	8.00	57.00	456.00	
Freeman, Jason	3/23/2017	8.00	57.00	456.00	
Freeman, Jason	3/24/2017	8.00	57.00	456.00	
Munson, Christopher	2/27/2017	7.00	57.00	399.00	
Munson, Christopher	2/28/2017	8.00	57.00	456.00	
Munson, Christopher	3/3/2017	8.50	57.00	484.50	
Munson, Christopher	3/6/2017	8.50	57.00	484.50	
Munson, Christopher	3/7/2017	8.50	57.00	484.50	
Munson, Christopher	3/21/2017	8.50	57.00	484.50	
Rober, Sommer	3/13/2017	.75	77.00	57.75	
		145.75		8,322.75	
Total					8,322.75
				Total this Invoice	\$8,322.75

Thank you for your business, it is sincerely appreciated.
If there are any questions regarding this invoice or the services provided, please contact us.
Terms: Net 30 days

PURCHASE ORDER

CITY OF PORTLAND

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

TO I.T. Right

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
5/4/17						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	Yearly I.T. Service Contract 5/1/17 - 4/30/18					9,200.00
	101-201-806.000	2,392	101-728-986.000	368		
	101-209-806.000	368	582-201-806.000	1,840		
	101-751-806.000	368	590-201-806.000	1,104		
	105-254-806.000	552	591-201-806.000	368		
	210-302-806.000	1,472	601-441-806.000	368		

NOT FOR RESALE FOR RESALE

TAX NUMBER _____



ORIGINAL



AUTHORIZED SIGNATURE _____

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

I.T. RIGHT

Information Technology Solutions that
Work for Local Government

Portland City
259 Kent Street
Portland, MI 48875
United States

Date: 5/4/2017
Due Date: 5/4/2017
Invoice #: 20151816
Terms:
P.O. #:

Description	Quantity	Rate	Amount
Service: ITRight Service Contract [05/01/2017 - 04/30/2018] Contract Name: Portland, City - Service Contract 05/01/2017 - 04/30/2018 Annual Unlimited Service Contract	1	9,200.00	9,200.00
Michigan Sales Tax		6.00%	0.00

Thank you for your business.

Total Due By 5/4/2017 \$9,200.00

Please detach and submit this bottom portion with your payment

Portland City
259 Kent Street
Portland, MI 48875
United States

Payment Voucher			Amount enclosed: \$9,200.00
Invoice #	Invoice Date	Total Due	(If you are authorizing a different amount, cross out amount above and enter new amount)
20151816	5/4/2017	\$9,200.00	

Check enclosed VISA AMEX Mastercard

Credit Card No.

--	--	--	--	--	--	--	--	--	--

Exp. Date _____ / _____ CSC _____

MAIL TO:

I.T. RIGHT
Box 160
Bath, MI 48808

Authorized Signature

PURCHASE ORDER

CITY OF PORTLAND

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

TO Baird

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
------	---------------	----------	--------	-------	--------------------

5/2/17					
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
----------	-------------	-------	--------

	Placentien Agent Services - 2017 Bond	13,750	
	Municipal Advisory Council	<u>400</u>	\$ 13,150

NOT FOR RESALE FOR RESALE TAX NUMBER _____ ORIGINAL AUTHORIZED SIGNATURE

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



ROBERT W. BAIRD & CO.

1001 BAY STREET TRAVERSE CITY MI 49684

PHONE: (231) 933-8441 FAX: (231) 933-8448

Warren M. Creamer III
Managing Director
Public Finance

May 2, 2017

Mr. S. Tutt Gorman
City Manager
City of Portland
259 Kent Street
Portland, Michigan 48875

Re: \$1,920,000 City of Portland, Michigan
General Obligation Limited Tax Bond, Series 2017

Dear Mr. Gorman,

Please accept this letter as our invoice in the amount of \$13,150. The amount of \$13,150 represents (i) our fee of \$12,750 for placement agent services rendered in connection with the General Obligation Limited Tax Bond, Series 2017, and (ii) the \$400 fee of the Municipal Advisory Council of Michigan. Our placement agent fee provides for all of our travel and out-of-pocket expenses.

Thank you for the opportunity to work with you on this transaction. We value our working relationship and look forward to working with you on future issues.

Should you have any questions or comments regarding the above, please call me at (231) 933-8441.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Creamer III", written over a horizontal line.

Warren M. Creamer III
Managing Director
Robert W. Baird & Co.

mdm

City Of Portland
Water Department
Monthly Water Report
April 2017

Monthly Water Production

Well #4	1,513,000 Gallons
Well #5	121,400 Gallons
Well #6	9,154,000 Gallons
Well #7	5,000 Gallons

Daily Water Production

Well #4	50,433 Gallons
Well #5	4,047 Gallons
Well #6	305,133 Gallons
Well #7	167 Gallons

Daily Average Water Production for All Wells

359,780 Gallons

Total Water Production for the Month

10,793,400 Gallons

Total Water Production for the Previous Month

8,172,000 Gallons

Total Production increased by

2,621,400 Gallons

Total Production for This Month from the Previous Year

9,383,900 Gallons

Total Production increased by

1,409,500 Gallons

Rodney D. Smith Jr.
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR April 2017

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of April 2017. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated **14.3 million gallons** and discharged **11.0 million gallons** for the month of April. The CBOD was 4ppm, the Total Suspended Solids was 5ppm, the phosphorus was 0.7ppm, and the fecal coliform was 26 counts/100ml.

Our new Wastewater operator started on April 4, 2017 as scheduled. His training began with becoming familiar with the Wastewater Treatment Plant (WWTP). He was also trained on the daily WWTP check procedures and the lift station check procedures. By the end of two weeks he was able to perform these on his own. For the remainder of the month his time was spent in the WWTP laboratory becoming familiar with the lab equipment, safety procedures and the test procedures. At this time he is able to perform some of the basic routine lab tests. Assistance and training is still in progress for the more difficult test. I have begun to look into outside courses for him so that he will be well prepared in the next year to take his Class "D" certification test.

We finally received the new pump for the Cutler Road lift station that Kerr pump supplied at no charge to the City due to the original pump failing within six months after they had worked on it. The new pump was necessary since parts were no longer available for the original pump. The WWTP workers installed the pump and had a representative from Kerr Pumps here for the initial start-up.

Our sludge hauler Synagro which we are under contract with decided that they are not going to service the state of Michigan anymore. Several of their former employees came together with the help of Synagro to form a new company, Michigan AgriBusiness Solutions, for the purpose of working as a subcontractor for Synagro to fulfill their contractual obligations. The new company was here on April 4 and 5 to haul and land apply our Biosolids on schedule. They performed the task with professionalism and did a very good job. Their employees were also very easy to work with.

Recently we had changed the wear plates in the Vogelsang thickened sludge pump. We began to experience problems with the flexible pump to motor coupling breaking. We double checked our work and could find nothing wrong. The couplings continued breaking and eventually broke the coupling hub. Since this was in a metric size, the hub

had to be obtained from Vogelsang. They were prompt with getting it to us and we only had to hold off on our wasting procedures for one day. Even after replacing the hub we still had the flex coupling break. II requested that a Vogelsang representative come to our plant to inspect the pump himself and to see if he could see anything obvious that we were doing wrong. During his visit we discussed how we maintain the pumps and he said that we were doing everything exactly right. I questioned him about the wear plates and their thickness dimensions. He said that it is very possible that they are now using a wear plate from a newer model pump and it could possibly be .002 to .003 thicker. This could cause additional drag on the pump and coupling until it is broke in. We loosened the outer cover bolts slightly and have been running the pump at a lower speed until they are broke in. This has seemed to help.

On May 1 we have to begin monitoring our wastewater samples for ammonia from May thru September and report the results. This is a normal part of the permit that we have to do each year. When setting up the lab equipment, it was discovered that the old Orion concentration meter no longer worked. A call was put out to North Central Labs where we obtain the bulk of our lab supplies and it just happened that they had a special of 25% off on a new meter with the exchange of the old Orion meter that would meet our needs. This was purchased and we were able to begin ammonia monitoring on schedule.

After a full month of the heating improvements, we are pleasantly pleased with the results. Preheating the process water to the thickener polymer system has returned the polymer usage to normal warm weather consumption. This is very good.

Maintenance & Capitol Expenses for April 1, 2017 to April 30, 2017

ITEM	COST
Tom's Do It Center – Distilled water, LED light bulbs, garden hose, etc.	\$ 214.45
North Central Labs – Orion Meter	\$ 1009.07
Municipal Supply – Murdock yard hydrant handle and washer kit	\$ 437.80
Polydyne – Thickener polymer	\$ 1741.50
USA Bluebook – TB Woods's couplings and Stenner chemical feed pump	\$
640.59	
Trojan Technologies – UV disinfection replacement bulbs and seals	\$ 2015.01
Kerr Pumps – Freight for delivery of new pump	\$ 94.08

Total Monthly Expenses	\$ 6152.50
Total Spent YTD	\$ 109663.46

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	0
Routine cleaning	1680 ft.
Sewer call outs due to building services	0
Sewer call outs due to plugged City main	0
New connections to sewer main	0
Building Services Televised	0
Building Services Inspected	0
City Main Televised	0

SEWER CALLOUTS

None to report.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

IONIA COUNTY BOARD OF COMMISSIONERS

May 9, 2017 - 3:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor

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. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Request to hire Substitute Home Delivered Meal Driver
 - B. Request to fill District Court Clerk position
 - C. Request to purchase vehicle for Building & Grounds Department
 - D. Request to ratify County Administrator's signature on Revitalize Agreement
 - E. Acknowledgement of Application for Appointment – Community Mental Health Services Board
- IX. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. County Administrator
- X. Reports of Special or Ad Hoc Committees**
- XI. Public Comment (3 minute time limit per speaker)**

XII. Closed Session

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2018.
- Community Mental Health Services Board – One three-year term, expiring March 2019. 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 June 2017: None

Appointments for consideration in the month of July 2017: None

IONIA COUNTY BOARD OF COMMISSIONERS
Committee-of-the-Whole

May 16, 2017 - 3:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor

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. Unfinished Business
 - A.
- VII. New Business
 - A. 2017 Pension Review - Paul Spoelstra, Milestone Wealth Management
 - B. Actuarial Valuation Report Presentation - Chris Veenstra, Watkins Ross
 - C. Ionia County Economic Alliance Report
 - D. Ionia County Road Commission Report
 - E. Departmental Reports
 - 1. Register of Deeds
 - 2. Friend of the Court
 - 3. Central Dispatch
 - 4. Treasurer
 - 5. Public Health
 - F.
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Closed Session
- XI. Adjournment

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY CASE
NO. U-17918-R

- Consumers Energy Company requests that the Michigan Public Service Commission approve the reconciliation of Power Supply Cost Recovery (PSCR) costs and revenues for the calendar year 2016.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: **Tuesday, May 23, 2017, at 9:30 a.m.**
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Sharon Feldman**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) March 31, 2017 application, which seeks Commission's approval of the January 2016 through December 2016 PSCR Reconciliation. Consumers Energy has calculated a year-end underrecovery of approximately \$9.37 million, which is subject to the roll-in treatment as previously authorized by the Commission.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by May, 16, 2017. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY
APPROVE, REJECT, OR AMEND PROPOSALS MADE BY
CONSUMERS ENERGY.]**

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC AND GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18261**

- Consumers Energy Company requests that the Michigan Public Service Commission approve of its 2018-2021 Energy Waste Reduction plan.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: **Thursday, May 25, 2017, at 9:00 a.m.**
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Dennis Mack**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) March 31, 2017 application, which seeks Commission's approval of 1) the Company's proposed 2018-2021 Energy Waste Reduction Plan; 2) the requested 2018-2021 Energy Waste Reduction Plan natural gas and electric surcharges; 3) the requested accounting authority and the authority to roll-forward any unspent funds into future approved Energy Waste Reduction plans; 4) the issuance of tariff sheets; 5) the Energy Waste Reduction incentive proposal; and 6) other relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by May 18, 2017. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department - Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE,
REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.]**