



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

7:00 P.M. Wednesday, July 5, 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>	
7:10 PM	VI. <u>Presentations</u>	
	A. DDA/Main Street Director Conner Wellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> – None	
	IX. <u>New Business</u>	
7:15 PM	A. First Reading of Ordinance 132B to Amend Chapter 30 of the Code of Ordinances	Decision
7:18 PM	B. Proposed Resolution 17-60 Approving Fleis & VandenBrink’s Proposal to Assist the City with the Preparation of its Water System Supply Asset Management Plan	Decision
7:20 PM	C. Proposed Resolution 17-61 Approving the Purchase of a 2016 GMC Sierra 3500HD Dump Truck for the Department of Public Works (DP	Decision
7:23 PM	D. Proposed Resolution 17-62 Confirming the Mayor’s Appointments to Boards and Commissions	Decision
7:25 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on June 19, 2017 and Special Council Meeting held on June 21, 2017	
	B. Payment of Invoices in the Amount of \$105,949.55 and Payroll in the Amount of \$115,411.61 for a Total of \$221,361.16	
	C. Purchase Orders over \$5,000.00 - None	
	XI. <u>Communications</u>	
	A. DDA Minutes for May 18, 2017	
	B. DDA Treasurer’s Report for June 29, 2017	
	C. Utility Billing Reports for May 2017	
	D. Water Department Report for June 2017	

**Estimated
Time**

- E.** Wastewater Treatment Plant Report for May 2017
- F.** Brush Street Park Festival Invitation
- G.** PAMA Minutes for April 5, 2017
- H.** Governor's Day Luncheon Invitation
- I.** Ionia County Board of Commissioners Agenda for June 20, 2017
- J.** Ionia County Board of Commissioners Agenda for June 27, 2017
- K.** MPSC Notice of Hearing for Consumers Energy

**Desired
Outcome**

7:28 PM

XII. Other Business - None

7:30 PM

XIII. City Manager Comments

7:35 PM

XIV. Council Comments

7:40 PM

XV. Adjournment

Decision

**CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan**

Council Member _____, supported by Council Member _____, moved the adoption of the following ordinance:

ORDINANCE NO. 132B

**AN ORDINANCE TO AMEND CHAPTER 30 OF THE CODE OF ORDINANCES
OF THE CITY OF PORTLAND, MICHIGAN**

The City of Portland Ordains:

Section 1. Amendment. Chapter 30, "Solid Waste," Article II, "Collection and Disposal," Sections 30-19 through 30-26, of the Code of Ordinances of the City of Portland, Michigan, are amended to read as follows:

Sec. 30-19. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Act 94 means Public Act No. 94 of 1933 (MCL 141.101 *et seq.*).

Act 279 means Public Act No. 279 of 1909 (MCL 117.1 *et seq.*).

Ash means the residue from the burning of wood, coal, coke or other combustible materials including incinerator ash and residue.

Bulk waste means debris that is too large for placement in a residential refuse container or a recycling container. Bulk waste shall include mattresses, furniture, small appliances, tires and similar items. Bulk waste shall be free of all liquids.

Commercial establishments means all household units containing five or more residential units, all businesses, nonprofit organizations, churches, governmental agencies, and other such institutions that cannot be classified as residential structures.

Commercial refuse means the miscellaneous waste material such as garbage, rubbish and ash resulting from operation of commercial establishments.

Contractor means the entity selected by the city council pursuant to this article that enters into a contract with the city to collect and dispose of bulk waste, domestic refuse, yard waste, recyclables and/or residential refuse.

Debris means the remains of something broken down or destroyed.

Director means the director of the city department of public works.

Domestic refuse means the waste material resulting from the usual routine of housekeeping including garbage, rubbish, and ash.

Garbage means decomposable solid waste which consists of rejected food waste being the waste accumulation of animal, fruit or vegetable matter intended for or used as food or utilized for preparation, cooking, dealing in or storing of meat, fish, fowl, fruit or vegetables, and of animal and fowl excrement.

Licensed hauler means a person or entity granted a license to operate as a licensed hauler within the city pursuant to this article and who has paid all applicable license fees and charges.

Municipal refuse means refuse generated by the city or on property owned by the city.

Recyclables means and includes paper, plastics, tin, aluminum, or glass and as may be more specifically defined by rule or regulation.

Recycling container means the container provided by the contractor pursuant to the residential contract approved by the city council.

Refuse means decomposable and nondecomposable solid waste, except body wastes, including garbage, rubbish, ash, incinerator ash, and incinerator residue.

Residential contract means the contract entered into between the city and the contractor pursuant to this article.

Residential refuse means garbage, rubbish, ash or debris from residential structures within the city. Residential refuse shall not include oils and greases, pesticide products, paints, thinners, lacquers, grass clippings, leaves, plants, branches or recyclables.

Residential refuse container means receptacles designated by the manager or specified within a residential contract for use in the collection of residential refuse pursuant to this article.

Residential structure means any building or structure containing ten residential units or less within the city.

Residential unit means a single-family house, and each unit of a condominium, cooperative, duplex house, or apartment building that is used for residential purposes.

Rubbish means and includes nondecomposable solid waste, excluding ash, consisting of both combustible and noncombustible waste such as paper, cardboard, cans, yard clippings and leaves, wood, glass, bedding, crockery, rubber, rags, leather, straw, scrap tires, auto parts, furniture and appliances.

System means the city residential refuse collection and recycling system, which shall include all facilities, equipment, other property and contracts of the city dedicated to and used in connection with providing for the collection of residential refuse, domestic refuse, recyclables, bulk waste, and yard waste from the residential structures in the city.

Yard waste means and includes grass clippings, leaves, plants and branches no larger than four feet in length or three inches in diameter.

Yard waste container means the receptacles designated by the manager or specified within a residential contract for use in the collection of yard waste pursuant to this article.

Sec. 30-20. Purpose and intent of article; findings.

It is the intent of the city council that this article be liberally construed for the purposes of providing a sanitary and satisfactory method of preparation, collection, disposal and recycling of refuse, and for the maintenance of public and private property in a clean, orderly, and sanitary condition to ensure the peace, health, safety, and welfare of the community. In support of this intent, the city council finds that:

(1) There is a need to protect the health, safety and welfare of the residents, businesses, and public and private agencies and visitors to the city by regulating the creation, collection and disposal of refuse within the city; and

(2) The city council has investigated several methods of regulating the creation, collection and disposal of refuse within the city and raising the funds for the cost of such regulation and has determined that the fairest, most economical, most accurate and practical method of apportioning such costs among the residents, businesses, and public and private entities who create such refuse is to:

- a. Enter into a contract with a contractor to provide for the collection and disposal of residential refuse, recycling, yard waste and bulk waste and establish rates and charges to pay the associated costs;
- b. Require commercial establishments to arrange for licensed haulers to provide for the collection and disposal of commercial refuse; and
- c. Enter into a contract or contracts with one or more licensed haulers to provide for the collection and disposal of municipal refuse.

Sec. 30-21. Contract for residential refuse, recycling and yard waste.

(a) *Bids for the residential contract.*

(1) The manager is authorized and directed to solicit sealed competitive bids from persons or entities who are qualified to be a licensed hauler under section 30-25, for a contract between the city and the contractor to provide for the collection, disposal and recycling of residential refuse, recycling, yard waste and bulk waste as provided in this article. The solicitation shall be published at least three weeks prior to the date set for opening bids in the Portland Review and Observer and in such other publications as determined by the manager and sent directly to such persons or entities as the manager deems reasonably necessary to obtain competitive bids.

(2) The manager shall evaluate the bids submitted for the residential contract and deliver copies of the bids, a recommendation regarding which bid, if any, the manager determines to be the best bid, and a statement regarding the qualification of each bidder to be a licensed hauler to city council. The manager shall make his recommendation based upon the following criteria:

- a. The rates proposed in the bid for the users of the system;
- b. The proportionality of the rates among sizes of the residential refuse containers;
- c. The overall quality of the bid and the services to be rendered;
- d. The qualifications and experience of the bidder; and
- e. Such other factors as the city council may determine.

(b) *Bid packet and contract form.* The manager shall prepare a bid packet containing bidding instructions and a description of the services to be provided, an estimate of the number of residential units within the city to be served, and other matters deemed necessary by the manager to advise bidders of the nature of the services required. The bid packet shall include the form of residential contract and a statement that each bidder shall be required to accept the terms of such contract if and when awarded by city council. The residential contract form shall contain at a minimum the following requirements:

- (1) Weekly collection of residential refuse and recyclables, including schedules of collection that include days, times and holidays operations;
- (2) Monthly yard waste collection from April through October (if accepted by the city as a bid alternate), including schedules of collection that include days, times and holidays operations;
- (3) A once annual spring collection of bulk waste (if accepted by the city as a bid alternate) including dates and times;

- (4) Prices, rates and fees per residential unit, including payment and collection procedures, with a different and proportional charge depending on the size of the residential refuse container;
- (5) A per bag charge for the collection of residential refuse exceeding the capacity of a residential refuse container;
- (6) Contractor shall provide to each residential unit within a residential structure an appropriate number of recycling containers and one of at least two sizes of containers (small and large) to be selected at the option of the owner or occupant of the residential unit; and shall provide a yard waste container to each residential structure;
- (7) An option for owner or occupants of residential units within a residential structure to decline service and avoid the applicable user charges, for periods of at least 30 days when the residential unit is unoccupied and a commensurate reduction in charges;
- (8) A contract term of at least two years but no more than five years;
- (9) A nonassignability clause;
- (10) A provision requiring the contractor, at the time of execution of the contract, to post a performance bond acceptable to the manager in the amount of at least \$50,000.00, naming the city as beneficiary, to ensure the contractor's performance under the contract;
- (11) A provision relating to the upgrade or replacement of refuse containers and recycling containers; and
- (12) A provision detailing how residents may contact the contractor, including an office address, phone number and email address.

(c) *Award of residential contract; execution of contract; delivery of performance bond.* After receiving the bids and the recommendation from the manager, the city council may approve, in its sole discretion, any one of the bids received; provided, the bidder is qualified to be a licensed hauler under this article. The city council shall have the right to reject any and all bids and to waive any irregularity or nonconformity in any bid. The manager shall execute the contract with the bidder selected by city council upon receipt of the performance bond required under this section.

Sec. 30-22. Residential refuse; recyclables and yard waste.

(a) *Creation of the system.* There is hereby established the city residential refuse collection and recycling system pursuant to Act 94, which shall include all facilities, equipment, other property and contracts of the city dedicated to and used in connection with providing for the collection of residential refuse, recyclables, bulk waste, and yard waste from the residential structures in the city.

(b) *Contractor; collection of residential refuse, recyclables, bulk waste, and yard waste; prohibition against scavenging.* During the term of the residential contract, the contractor shall collect residential refuse, recyclables, yard waste and bulk waste from residential structures as provided within the executed contract. It shall be unlawful for any person or entity other than the contractor to collect, salvage or scavenge, or otherwise take or remove residential refuse, recyclables, yard waste and bulk waste from residential structures placed for collection at curbside.

(c) *Use of residential refuse containers and recycling containers.*

- (1) In accordance with the terms of the residential contract, the contractors shall provide each residential unit within a residential structure with a recycling container for each category of recyclables to be collected and a residential refuse container of the size selected by the owner or occupant of the residential unit. From the date such containers are delivered, the owner or occupant of a residential unit within a residential structure shall use residential refuse containers and recycling containers to dispose of all residential refuse and recyclables generated on such residential structure that is not disposed of through a sink grinder or other environmentally-acceptable means. In the event an owner or occupant of

a residential unit within a residential structure has more residential refuse than can be accommodated by his residential refuse container, such owner or occupant may place excess residential refuse in not more than two properly-sealed plastic bags along with the residential refuse container. The contractor shall report to the director the number of bags collected per month from a residential unit, and the director shall cause to be added to the bill for such residential unit an additional charge applicable to the bags.

(2) Residential refuse containers and recycling containers shall not be placed under the eaves of any building or in areas that will allow water to mix with the refuse or recyclables. Except when placed near the curb for weekly collections, residential refuse containers and recycling containers shall not be visible from surrounding properties or the street.

(3) Residential refuse containers and recycling containers damaged through the carelessness of the owner or occupant of the residential unit shall be replaced by contractor and the cost thereof shall be charged to the owner or occupant. The director shall arbitrate any disputes concerning the causation of damage to or loss of residential refuse containers and recycling containers. The contractor at no cost to the owner or occupant of a residential unit will replace residential refuse containers or recycling containers stolen or those damaged by contractor's vehicles.

(d) Collection of residential refuse, recyclables and yard waste; spring collection.

(1) The contractor shall collect residential refuse and recyclables from residential structures as specified within the residential contract.

(2) The contractor shall collect yard waste from residential structures on a monthly basis from April through October as specified within the residential contract. Owners or occupants of residential structures may place yard waste on the berm in front of the residential structure no earlier than one day prior to the day scheduled for collection of yard waste. All grass clippings and leaves shall be placed neatly in bags or residential refuse containers and other yard waste that cannot practicably be placed in bags or residential refuse containers shall be bundled with twine and placed neatly on the berm prior to collection.

(3) The contractor shall collect bulk waste as specified within the residential contract. Owners or occupants of residential structures may place bulk waste on the berm in front of the residential structure no earlier than one day prior to the day scheduled for collection of bulk waste.

(4) The owner or occupant of a residential structure shall be responsible for ensuring that the collection area on the residential structure is free of residential refuse, recyclables and yard waste following collection.

(5) The contractor shall make no changes to operational, collection or material preparation procedures without receiving approval of the city at least 30 days prior to the implementation of any such change. The contractor shall assist the city, either financially or in a manner acceptable to the city, with the dissemination of notices to collection points informing users of the system of the changes.

(6) The contractor shall maintain an office for receipt of service calls and complaints as specified within the residential contract. The office shall be open and available for calls Monday through Friday each week from 7:00 a.m. through 6:00 p.m. The office shall contain at least two telephone lines with a toll-free number for the city and listed under the name of contractor in the local telephone directories. The contractor shall provide an employee attendant in such office during all hours that such office is required to be open to accept and resolve complaints, orders for special pickup service or to receive instructions. In the event collection activities continue later than 6:00 p.m. on weekdays or anytime on a Saturday, an employee shall remain in service until all route collection

activities are completed. The contractor shall also provide a customer service representative who will physically and in-person check-in with the city administrative offices on a weekly basis to handle complaints, concerns or requests.

(9) Fees for residential refuse, recycling services and yard waste shall be established within the residential contract.

Sec. 30-23. Commercial refuse.

It shall be unlawful for the owner or occupant of a commercial establishment to accumulate refuse on the premises of such establishment or to dispose of refuse other than through the services of a licensed hauler authorized pursuant to this article. Should food materials be disposed of through sink grinding systems, the amounts may not exceed limits established in chapter 40, article III, division 2, of this code of ordinances, as amended.

Sec. 30-24. Miscellaneous regulation of refuse and recyclables.

(a) *Burning or burying.* No person shall throw or discard any refuse or debris upon the ground or bury the same on any premises, public or private, or burn the same in any manner within the city limits. Yard waste may be composted if done so in a manner that does not produce odors offensive to surrounding properties and as long as such production is not offensive in view to surrounding properties or the street. No burning shall be permitted.

(b) *Depositing or scattering.* No person shall deposit or scatter refuse or debris on any public street, alley or public property within the city.

(c) *Cleanliness.* It shall be the duty of every owner or occupant of any building, residential or commercial to maintain such structures in a clean and orderly manner and to dispose of all refuse and debris in compliance with city ordinances and any rules and regulations issued thereunder.

Sec. 30-25. License for licensed haulers.

(a) It shall be unlawful for any person or entity to collect, disturb or transport refuse for a fee on the streets, alleys or public places of the city without first obtaining a license, as provided under this section, to be a licensed hauler.

(b) The city council shall establish by resolution, after receiving recommendations from the manager, regulations, procedures and forms to permit persons or entities to obtain a license to collect, transport and dispose of residential refuse and commercial refuse within the city. The contractor shall be the only person or entity licensed to transport residential refuse. There shall be no limit on the number of persons or entities licensed to transport commercial refuse. Each person or entity approved as a licensed hauler for commercial refuse shall furnish a performance bond in the amount as currently established or as hereafter adopted by resolution of the city council from time to time, and file with the city clerk copies of all required insurance.

(c) The city, after notice and a hearing, may revoke the license of any licensed hauler who fails to comply with the requirements of this article or applicable state or federal laws. The license of such licensed hauler shall not thereafter be granted or renewed until such time as the person or entity has remedied all violations and has demonstrated compliance with the requirements of this article and applicable state and federal laws.

Sec. 30-26. Enforcement of Article; adoption of rules and regulations; authority of certain officers to issue citations.

The enforcement of this article shall be the duty of the manager, who is hereby authorized to adopt reasonable rules and regulations subject to the approval of the city council to carry

out the intent of this article. Department of public works inspectors and police officers are authorized to issue civil infraction citations for violations of any section of this article.

Section 2. Effective Date. This ordinance shall take effect 10 days after its adoption or upon publication, whichever occurs later.

Yeas:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated:

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: July 5, 2017

Adopted:

Published:

Effective:

CERTIFICATION

I certify that this is a true and complete copy of the ordinance adopted at a regular meeting of the Portland City Council held on _____, 2017.

Date: _____, 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. 17-60

A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL TO ASSIST THE CITY WITH THE PREPARATION OF ITS WATER SYSTEM SUPPLY ASSET MANAGEMENT PLAN

WHEREAS, the Michigan Department of Environmental Quality (MDEQ), pursuant to the Michigan Safe Drinking Water Act, 1976 PA 399, requires municipalities with publicly owned water systems serving populations greater than 1,000 to prepare and submit an Asset Management Plan by January 1, 2018; and

WHEREAS, the City's engineer, Fleis & VandenBrink is proposing to assist the City with the preparation of the Water Supply Asset Management Plan as referenced above in the amount of \$19,000.00 and as provided in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink's Proposal to assist the City with the preparation of the Water Supply Asset Management Plan as referenced above in the amount of \$19,000.00 and as provided in the attached Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

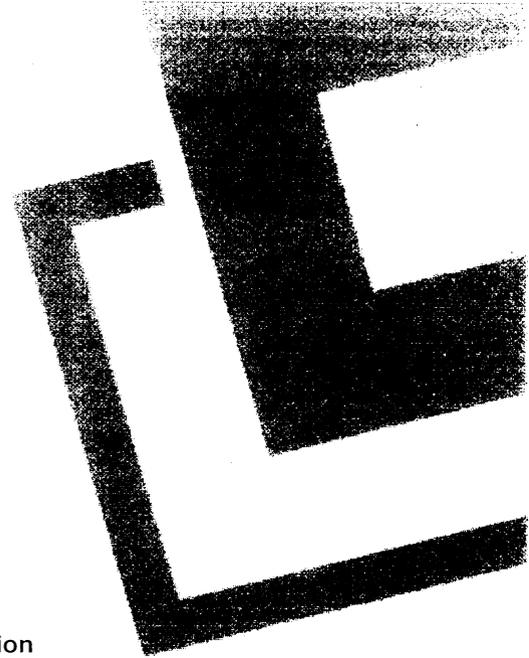
Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 5, 2017

Monique I. Miller, City Clerk



April 11, 2017

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

Re: Public Water Supply System Asset Management Plan Preparation

Dear Tutt:

As requested, we have prepared this proposal to assist the City with the preparation of its Water System Asset Management Plan. The Michigan Department of Environmental Quality (MDEQ), pursuant to the Michigan Safe Drinking Water Act, 1976 PA 399, requires Municipalities with publicly owned water systems serving populations greater than 1,000 to prepare and submit an Asset Management Plan (AMP) by January 1, 2018.

The scope of services outlined below is required to complete the AMP by the January 1, 2018 and meet the reporting requirement. This proposal includes the tasks necessary to meet the minimum requirements provided in the Act. As we discussed, we can provide a proposal to provide enhancements to the plan, such as field location/mapping services, in conjunction with the City's Stormwater, Asset Management and Wastewater (SAW) grant project, which is expected to be funded soon. By waiting to complete those services concurrently, the cost of field work and data processing is reduced.

The MDEQ requires that the AMP report be prepared for the public water supply source, treatment, pumping and distribution system. For the City of Portland's system, these asset "classes" include:

- Four operational wells (Nos. 4, 5, 6 & 7) with well houses & treatment equipment
- Two elevated storage tanks (150,000 gallon and 400,000 gallon)
- Approximately 32 miles of water main distribution system, 2"-12" diameter

The following Scope of Services, Fee and Timeline are provided for your consideration:

WORK PLAN

Task 1: Level of Service

Identify system performance goals and objectives, customer communication methods and frequency and prepare a Level of Service (LOS) statement. F&V will assist the City in preparing the LOS statement.

Fee: \$1,000

Timeline: Flexible



Task 2: Asset Inventory

- Prepare an inventory of assets for each asset class including age, material and size. This inventory will utilize the existing reliability study, Capital Improvement Plan, field observations, interviews with staff and review of record drawings.
- Establish replacement costs for each asset.
- Establish criticality for each asset based on probability of failure, likelihood of failure and remaining useful life.
- Prepare a “criticality risk matrix” for the assets in each asset class.

Fee: \$11,000

Timeline: May 2017 – October 1, 2017

Task 3: Operations & Maintenance

- Identify and/or establish standard, alternate and emergency operating procedures.
- Perform a staffing needs evaluation.
- Review water system permits, ordinances, state and federal requirements for compliance and address with AMP as necessary.

Fee: \$1,000

Timeline: May 2017 – June 1, 2017

Task 4: Capital Improvement Plan (CIP)

Update the water system CIP which was submitted to the MDEQ to meet the January 1, 2016 deadline for projects that have been completed and/or new needs identified by City staff. Incorporate the CIP into the AMP.

Fee: \$1,000

Timeline: May 2017 – July, 2017

Task 5: Rate Methodology

This task will need to identify the funding structure and rate methodology that provides sufficient resources to implement the CIP. The City’s financial staff or a contracted municipal financial consultant (at additional cost) could be utilized. Two (2) coordination meetings with F&V are anticipated and included in this task.

Fee: \$1,500 (F&V coordination)

Timeline: September 2017 – January 1, 2018

Task 6: Finalize Asset Management Plan Report

Prepare final AMP report incorporating funding structure and rate methodology and submit to MDEQ to meet submittal requirement.

Fee: \$3,500

*Timeline: July 2017 – January 1, 2018
(Submit to MDEQ prior by January 1, 2018)*

SUMMARY OF PROPOSED FEES

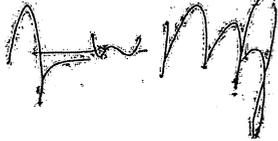
We propose to complete the tasks outlined above for the following fees:

Task	Budget
1: Level of Service	\$1,000
2: Asset Inventory	11,000
3: Operations & Maintenance	1,000
4: Capital Improvements Plan	1,000
5: Rate Methodology	1,500
6: Finalize AMP Report	3,500
Total Proposed Lump Sum Fee	\$19,000

We look forward to working with you on this project. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P. E.
Project Manager



Paul R. Galdes, P.E.
Vice President

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-61

A RESOLUTION APPROVING THE PURCHASE OF A 2016 GMC SIERRA 3500HD DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC WORKS (DPW)

WHEREAS, the Department of Public Works (DPW) currently operates a 1994 Dodge 3500 Dump Truck that has fallen into disrepair and needs to be replaced; and

WHEREAS, the DPW Foreman has sought bids and recommends that City Council approve the purchase of a 2016 GMC Sierra 3500HD Dump Truck for the amount of \$38,709.35, a copy of the quote is attached as Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. City Council approves the purchase of a 2016 GMC Sierra 3500HD Dump Truck for the amount of \$38,709.35, a copy of the quote 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: July 5, 2017

Monique I. Miller, City Clerk

Date: May 10, 2017

Prepared for:
Customer: Ken Gensterblum
Company: City of Portland, MI
Phone: 517-647-6129
email: dpw@portland-michigan.org

Prepared by:
Nick Kroeger
414-242-0570
nkroeger@lynchtruckcenter.com

Year: 2016
Make: GMC
Model: Sierra 3500HD
Color: Red
Description: 9' Dump Body
Additional items: Knapheide Body



MSRP:*	\$	50,266.00	
DISCOUNT:	\$	(11,556.65)	
SALE PRICE:	\$	38,709.35	
TRADE:	\$	-	
FINAL PRICE:	\$	38,709.35	Shipping is included in this price. \$500

* sale price includes applicable incentives and discounts but does not include tax, fees, title and license



PARTS • SERVICE • SALES • FINANCE • LEASE

Exhibit
A

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-62

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENTS
TO CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Parks & Recreation Board

-Greg Foote to a term expiring June 30, 2022

Planning Commission

-Michael Culp to a term expiring June 30, 2020

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointments as set forth above.
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: July 5, 2017

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, June 19, 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: Chris Teachout; Dan Paquet of the WODA Group

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

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 that he will attend training tomorrow, June 20, 2017 through the MEDC for Redevelopment Ready Communities to review the City's development processes to evaluate anything that can be improved. DDA/Main Street Director Conner Wellman will also attend the training.

The City has been discussing a formal dedication of the new Brush Street Park equipment with representatives of the WODA Group. The event has tentatively been scheduled for Monday, July 10, 2017.

The City of Portland was awarded the Brownfield Redevelopment Grant through the DEQ. The City has resumed discussions with ADM Alliance Nutrition regarding the City taking the property at the corner of Grand River Ave. and Divine Hwy. The potential relocation of the Divine Hwy. Bridge when it is reconstructed is one of the factors being discussed. The DNR has responded that they do not have an issue with the potential bridge relocation that would slightly encroach on park property.

City Manager Gorman stated that he and staff met with representatives of ACD.net and visited the proposed sites for location of cell polls as noted in the application they have submitted to the City. Representatives of ACD.net have been provided a draft METRO Act and Franchise Agreement.

The City will be working with Fleis & VandenBrink to review the Wellhead Protection Program that was updated in 2014 in order to apply for grant funds.

Fleis & VandenBrink has completed the preliminary design work on the James St. Improvement Project. The City Council will hold a public workshop on Wednesday, June 21, 2017 to review the preliminary design. The public is welcome and invited to attend.

McDonald's will begin redevelopment of their building and property the first week of July.

City Manager Gorman congratulated the St. Patrick's baseball team on winning the Division IV Baseball State Championship this past weekend. He thanked the Portland Police Department and the Portland Area Fire Authority for the enthusiastic welcome home escort the baseball team received.

Under Presentations, Mr. Dan Paquet, contractor for the WODA Group, presented an update and photos on the redevelopment of Old School Manor.

Under New Business, the Council considered Resolution 17-53 to amend the Budget for Fiscal Year 2016-2017.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-53 to amend the Budget for Fiscal Year 2016-2017.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-54 to approve the City of Portland's Defined Benefit Adoption Agreements for union and nonunion employees hired prior to July 1, 2010 that are covered under the MERS Plan B4 Plan with the F 50/25 waiver must now contribute 2% of their gross wages each payroll into the MERS Retirement Plan, beginning July 1, 2017. This requirement applies to union (GELC & POLC) and nonunion City employees.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 17-54 approving the City of Portland's Defined Benefit Adoption Agreements for union and nonunion employees.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-55 to approve the revised MERS Hybrid Plan Adoption Agreements (Benefit Program HA/HB/HC) and approving, authorizing, and directing the City Manager to sign same. The City has reformed its pension plan for all employees hired after July 1, 2010 so that new hires will be placed in a MERS Hybrid Pension with a 1% Defined Benefit (DB) pension multiplier that cannot be increased and a Defined Contribution portion that requires new hires to contribute 3% of their wages to the Defined Contribution (DC) pension portion. The Employer's DB and DC combined pension contribution is capped at 7% and if the DB portion costs less than 7% then the employer will contribute the difference to the employees' DC portion.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-55 approving the revised MERS Hybrid Plan Adoption Agreements (Benefit Program HA/HB/HC) and approving, authorizing, and directing the City Manager to sign same.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-56 to opt out of the Low Income Energy Assistance Fund, contingent on the approval of the Board of Light and Power, created by Public Act 95 of 2013 that requires all electric utilities to charge up to \$.99 per month on customer bills to raise revenue. The City of Portland has opted out of this program since 2014.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-56 to opt out of the Low Income Energy Assistance Fund created by Public Act 95 of 2013 contingent upon the approval of the Board of Light and Power.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-57 to confirm the Mayor's appointments to City Boards and Commissions.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-57 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-58 to approve the issuance of a Transient Trader Permit to Chris Teachout to allow a food trailer to sell BBQ in the vacant lot at the corner of Grand River Ave. and Divine Hwy. owned by ADM Alliance Nutrition. The requested hours of operation are on Thursdays from 4:00 P.M. until 9:00 P.M. through August 31, 2017. City Manager Gorman recommended City Council approve the additional guidelines to specifically address mobile food trucks.

Mayor Pro-Tem VanSlambrouck recused himself from the vote as Mr. Teachout is a family member.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-58 approving issuance of a Transient Trader Permit for a BBQ food trailer.

Yeas: Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Abstained: VanSlambrouck

Adopted

The Council considered Resolution 17-59 to approve, authorize, and direct the Mayor to sign an amendment to the Water Tank Maintenance Contract for the 400,000 gallon water storage tank at 501 Charlotte Hwy. to provide professional services for painting of the City logo on 2 sides of the water tower. The cost of \$29,835.00 will be spread over three years and incorporated into the annual maintenance fee.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-59 approving, authorizing, and directing the Mayor to sign an amendment to the Water Tank Maintenance Contract for the 400,000 gallon water storage tank at 501 Charlotte Hwy.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on June 5, 2017, payment of invoices in the amount of \$161,796.98 and payroll in the amount of \$104,549.36 for a total of \$266,346.34.

Purchase orders to T&R Electric in the amount of \$4,574.00 for a transformer; Fleis & VandenBrink in the amount of \$5,758.15 for James Street Design Services; Steve's Meter Service in the amount of \$6,180.00 for meters; Chrouch Communications in the amount of \$6,922.00 for portable radios; Fleis & VandenBrink Operations in the amount of \$7,153.50 for WWTP services; Granger in the amount of \$7,665.00 for the Spring Clean Up; Superior Asphalt Inc. in the amount of \$7,980.00 for paving of the driveway at well #4; Santander Leasing LLC in the amount of \$26,551.94 for the ambulance lease payment; and Portland Area Fire Authority in the amount of \$27,494.45 for 4th Quarter fire services were also included.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Baldyga, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that the next Council meeting will be held Wednesday, July 5, 2017 due to the 4th of July holiday.

Under Council Comments, Mayor Barnes congratulated Fleis & VandenBrink for the recent report by MLive for being recognized by Zweig Group, a consulting firm out of Arkansas, as the 30th fastest-growing architecture, engineering, planning and environmental consulting firm in the United States.

Council Member Baldyga encouraged the residents of James Street and any others interested to attend the Special Council Meeting on June 21, 2017. Input from the residents is appreciated. He further thanked residents that volunteer to serve on City Boards and Commissions. He also congratulated the St. Patrick's Baseball Team.

Council Member Johnston thanked the Portland Area Fire Authority for the excellent response to the structure fire that occurred at a family member's residence this afternoon.

Council Member Baldyga noted that this week is the 2nd Anniversary of the tornado that hit Portland and the response to it was an amazing display of community support, goodwill and development.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:42 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the June 19, 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 - Mr. Dan Paquet, contractor for the WODA Group, presented an update and photos on the redevelopment of Old School Manor.

Approval of Resolution 17-53 to amend the Budget for Fiscal Year 2016-2017.

All in favor. Adopted.

Approval of Resolution 17-54 approving the City of Portland’s Defined Benefit Adoption Agreements for union and nonunion employees.

All in favor. Adopted.

Approval of Resolution 17-55 approving the revised MERS Hybrid Plan Adoption Agreements (Benefit Program HA/HB/HC) and approving, authorizing, and directing the City Manager to sign same.

All in favor. Adopted.

Approval of Resolution 17-56 to opt out of the Low Income Energy Assistance Fund created by Public Act 95 of 2013 contingent upon the approval of the Board of Light and Power.

All in favor. Adopted.

Approval of Resolution 17-57 confirming the Mayor’s appointments to City Boards and Commissions.

All in favor. Adopted.

Approval of Resolution 17-58 approving issuance of a Transient Trader Permit for a BBQ food trailer.

All in favor. Adopted.

Approval of Resolution 17-59 approving, authorizing, and directing the Mayor to sign an amendment to the Water Tank Maintenance Contract for the 400,000 gallon water storage tank at 501 Charlotte Hwy.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:42 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

City of Portland

Portland, Michigan

Minutes of the Special City Council Meeting

Held on Wednesday, June 21, 2017

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Baldyga, and Johnston; City Manager Gorman; City Clerk Miller

Absent: Council Member Fitzsimmons

Guests: Jon Moxey, Paul Galdes, and Lindsey Sigorski of Fleis & VandenBrink; Susan Baldyga; Tom Simmons; Mike Martin; Don VanAmburg

The meeting was called to order at 6:00 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, Johnston, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

City Manager Gorman provided the reasoning for the priority of the James Street Improvement Project which will include the total reconstruction of the road and infrastructure and introduced Fleis & VandenBrink engineers Paul Galdes and Jon Moxey.

Mr. Moxey explained the PASER study and ranking of priorities that was completed for the streets in the City of Portland. He further provided a virtual walk through of James St. and explained what the project will entail along with decisions that still need to be made. Construction is scheduled to begin right after Labor Day with some finish work to be completed in the spring.

There was discussion of the project and issues.

City Manager Gorman stated that he and the engineers will be contacting the residents of James St. to discuss the specific issues that affect their properties.

Mayor Barnes thanked everyone for attending and providing feedback on the project.

Motion by VanSlambrouck, supported by Baldyga, to adjourn the special meeting.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AT&T	00686	TELEPHONE SVC - WW	62.63
AT&T	00686	TELEPHONE SVC - WASTE WTR	140.45
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	1,544.99
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	622.43
AMERICAN RENTALS, INC.	00017	PORTABLE RENTALS - PARKS	270.00
ARGUS-HAZCO	02425	IMPACT PRO CALIBRATION - WASTE WATER	376.90
BADER & SONS CO.	00031	2TRAK MOWER TRADE IN-W/TWEED ADDITION - CEM,	3,022.60
GREG BARNES	00036	UNIFORM ALLOWANCE - LOCAL STS	200.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	4.10
BOUND TREE MEDICAL LLC.	01543	UNIFORMS - AMBULANCE	171.82
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	205.17
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	205.17
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	111.00
SCOTT CASSEL	00071	CLOTHING ALLOWANCE - ELECTRIC	128.46
CHARTER MACHINE COMPANY	MISC	SWITCH, PLUNGER HEAD - WASTE WATER	269.15
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOR TRANSFORMER - ELECTRIC	381.50
CMP DISTRIBUTORS INC.	01745	AMMO - POLICE	325.50
CMP DISTRIBUTORS INC.	01745	DUTY HOLSTERS - POLICE	631.75
CULLIGAN	02130	WATER - CITY HALL	7.00
EJ USA INC	02368	SUPPLIES - WATER	599.16
EJ USA INC	02368	SUPPLIES - WATER	136.62
ETNA SUPPLY COMPANY	00146	RESETTER - WATER	592.00
FAMILY FARM & HOME	01972	PUSH MOWER - CEMETERY, PARKS	349.95
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	17.94
FAMILY FARM & HOME	01972	NUTS/BOLTS/WASHERS - MTR POOL	5.46
FAMILY FARM & HOME	01972	WATER, LED SHOP LIGHT - CEMETERY	49.96
FAMILY FARM & HOME	01972	WEED KILLER - CEMETERY, PARKS	19.99
FARM DEPOT	02460	WOODS MOWER - CEM, PARKS RES. #17-46	12,189.00
FLEIS & VANDENBRINK	00153	DATA EVALUATION /CLEAN UP - ELECTRIC	1,761.97

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FOSTER BLUE WATER OIL, LLC	02301	MOTOR FUEL - CEM, PARKS	262.32
FOSTER BLUE WATER OIL, LLC	02301	DIESEL - CEM, PARKS	121.40
GRAINGER, INC.	00172	EXHAUST FAN - WATER	768.50
GRAINGER, INC.	00172	PULSE START - WASTE WTR	61.44
GRAINGER, INC.	00172	SLEEVE COUPLING INSERT - WASTE WTR	212.25
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	3,604.15
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	119.73
HERITAGE-CRYSTAL CLEAN, LLC	MISC	USED OIL SERVICE - ELECTRIC	183.00
I.T. RIGHT	02440	MICROSOFT 365 SETUP - VARIOUS DEPTS	2,399.28
JOHN DEERE FINANCIAL	01818	PARTS, SUPPLIES - CEM, PARKS, ELEC, MTR POOL	1,559.41
KATHY'S CLEANING	01684	CLEANING SERVICE - CITY HALL	900.00
KENDALL ELECTRIC	00225	BREAKER - PARKS	84.45
KENDALL ELECTRIC	00225	BREAKER - PARKS	84.45
KEUSCH SUPER SERVICE	00228	PROPANE FILL - MTR POOL	237.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - MTR POOL	64.84
KODIAK EMERGENCY VEHICLES	02224	WHELEN LEGACY SOLO LIGHTBAR - POLICE	2,670.50
LAW OFFIC CRYSTAL MORGAN PLLC	MISC	LEGAL FOR MTT HEARING - GENERAL	273.91
MICHIGAN COMPANY, INC.	00273	PAPER SUPPLIES - CEMETERY	707.66
MICHIGAN COMPANY, INC.	00273	KITCHEN TOWELS - CEMETERY	58.96
MICHIGAN ELECTION RESOURCES	00278	BALLOT MARKING INSTRUCTIONS - ELECTIONS	40.00
MOYER CONSTRUCTION	00316	RED MULCH - CITY HALL	315.00
MUNICIPAL SUPPLY CO.	00324	FLANGE BOLT - WATER	2.60
MUNICIPAL SUPPLY CO.	00324	VALVE BOX BASE - WATER	175.00
MUNICODE	02411	ADMIN SUPPORT FEE CODE OF ORDINANCES - CODE	250.00
MUZZALL GRAPHICS	00326	PURCHASE ORDERS - VARIOUS DEPTS	385.69
DAVID KIRK	02402	CONFERENCE EXPENSES - POLICE	529.19
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,300.00
DAVID KIRK	02402	PHONE REIMB - POLICE	60.00
PLEUNE SERVICE COMPANY INC.	00741	HVAC REPAIR - ELECTRIC	137.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, MISC EXP - GEN, POLICE, PARKS, ELECTR	875.19
POWER LINE SUPPLY COMPANY	00389	BAR CROW AND CABLE CUTTER - ELECTRIC	105.50
SHANE SCHEURER	01575	CLOTHING ALLOWANCE - ELECTRIC	200.00
S&K PRINTING	00400	SUMMER TAX BILLS - GENERAL	290.00
SIC METER LLC	02286	METERS - WATER RES. # 17-41	22,556.10
SIC METER LLC	02286	METERS - WATER RES. # 17-41	6,351.88
ROD SMITH	02317	CLOTHING ALLOWANCE - WATER	93.00
SPARROW OCCUPATIONAL HEALTH	00340	PRE EMPLOYMENT PHYSICALS - POLICE	216.00
SPEEDWAY LLC	02395	FUEL - ELECTRIC, MTR POOL	3,103.20
STATE OF MICHIGAN	00428	BOILER INSPECTIONS - ELECTRIC	250.00
STATE OF MICHIGAN	00428	NEW RADIO ACTIVATING - POLICE	500.00
STATE OF MICHIGAN	00428	STATE DATA - INCOME TAX	487.90
STRAIN ELECTRIC CO.	02379	REPAIR TRAFFIC CONTROL DEVICE - MAJ STS	350.00
USA BLUEBOOK	01850	SUPPLIES - WATER	497.54
USA BLUEBOOK	01850	SUPPLIES - WATER	210.91
USA BLUEBOOK	01850	SUPPLIES - WASTE WTR	201.00
VAN BRO'S IRRIGATION INC.	01762	SERVICE CHARGE - CITY HALL	40.00
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	183.45
VISCO	00793	LIGHTS - COMM PROMO	430.00
WESTPHALIA MILLING CO.	00480	WEED KILLER, ATHLETIC MARKER - CEM, PARKS	134.85
WOW! INTERNET-CABLE PHONE	02132	CABLE & PHONE - POLICE, COMM PROMO, AMB	572.93
DAVID MARIAGE	MISC	OVERPAYMENT - AMBULANCE	310.46
KIMBERLY GUTHRIE	MISC	REFUND FOR DEPOSIT - REC	100.00
ED FILTER	00540	UMPIRES - REC	192.00
ED MOFFATT	00580	UMPIRES - REC	48.00
BRIAN RUSSELL	00593	UMPIRES - REC	96.00
BLAKE HODGE	02406	UMPIRES - REC	70.00
SAM HODGE	02407	UMPIRES - REC	80.00
TYLER SCHRAUBEN	02461	UMPIRES - REC	30.00

Date: 06/30/17

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
COLIN COOKS	02462	UMPIRES - REC	20.00
TAYLOR WILCOX	02159	UMPIRES - REC	92.00
LOGAN COOK	02342	SCOREKEEPERS - REC	28.00
KATELYN RUSSELL	02457	SCOREKEEPERS - REC	14.00
HANNAH DENSMORE	02300	SCOREKEEPERS - REC	14.00
COOK BROS EXCAVATING	00101	HAULING/GRADING SPOIL PILE AT DPW - MAJ STS, L	4,840.00
FAMILY FARM & HOME	01972	HOOK - MTR POOL	8.99
MUNICIPAL SUPPLY CO.	00324	TRAFFIC PAINT - MAJ STS	136.00
KEUSCH SUPER SERVICE	00228	FRONT TIRES HARBOR - MTR POOL	708.00
ESI HEATING	01709	REPAIR AIR CONDITIONING UNITS - POLICE, AMBULA	483.00
MOTOROLA SOLUTIONS INC.	02459	APX 1000 PORTABLE RADIOS - AMBULANCE	1,876.25
MICHAEL KAPCIA	00223	CLOTHING ALLOWANCE - ELECTRIC	195.56
I.T. RIGHT	02440	CISCO ANYCONNECT - GENERAL	312.50
I.T. RIGHT	02440	CISCO SMART NET - GENERAL	330.00
I.T. RIGHT	02440	FIREWALL - GENERAL	744.51
BUSINESS CARD	02075	PURCHASES MISC - VARIOUS DEPTS	1,134.74
MID MICHIGAN EMERGENCY EQUIPMENT	02216	EMERGENCY LIGHTS FOR PICKUP - ELECTRIC	4,786.41
JUSTIN BURDICK	MISC	ENERGY OPTZ - ELECTRIC	15.00
TODD COLLINS	MISC	ENERGY OPTZ - ELECTRIC	250.00
SERVPRO	02463	CARPET & TILE CLEANING - CITY HALL	1,414.28
Total:			\$105,949.55

**BI-WEEKLY
WAGE REPORT
July 3, 2017**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,442.98	8,442.98	2,388.18	2,388.18	10,831.16	10,831.16
ASSESSOR	867.55	867.55	66.37	66.37	933.92	933.92
CEMETERY	4,789.32	4,789.32	1,586.93	1,586.93	6,376.25	6,376.25
POLICE	14,427.66	14,427.66	2,680.76	2,680.76	17,108.42	17,108.42
CODE ENFORCEMENT	610.18	610.18	152.67	152.67	762.85	762.85
PARKS	2,810.66	2,810.66	440.34	440.34	3,251.00	3,251.00
INCOME TAX	1,763.37	1,763.37	931.83	931.83	2,695.20	2,695.20
MAJOR STREETS	2,623.73	2,623.73	1,573.83	1,573.83	4,197.56	4,197.56
LOCAL STREETS	2,777.69	2,777.69	1,620.43	1,620.43	4,398.12	4,398.12
RECREATION	799.25	799.25	292.36	292.36	1,091.61	1,091.61
AMBULANCE	10,388.86	10,388.86	1,984.54	1,984.54	12,373.40	12,373.40
DDA	2,115.38	2,115.38	236.17	236.17	2,351.55	2,351.55
ELECTRIC	16,428.86	16,428.86	8,277.12	8,277.12	24,705.98	24,705.98
WASTEWATER	8,621.12	8,621.12	4,160.95	4,160.95	12,782.07	12,782.07
WATER	4,796.98	4,796.98	2,360.86	2,360.86	7,157.84	7,157.84
MOTOR POOL	2,454.39	2,454.39	1,940.29	1,940.29	4,394.68	4,394.68
TOTALS:	84,717.98	84,717.98	30,693.63	30,693.63	115,411.61	115,411.61

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 6/29/17
MEETING DATE 7/5/17

Fund	Description	Beginning Balance 6/14/17	Total Cash in	Total Cash out	Cash Balance 6/29/17	Time Certificates	Ending Balance 6/29/17
101	GENERAL FUND	1,968,953.90	143,914.94	(314,030.85)	1,798,837.99	235,000.00	2,033,837.99
105	INCOME TAX FUND	50,000.77	4,990.72	(10,120.30)	44,871.19	10,000.00	54,871.19
150	CEMETERY PERPETUAL CARE FUND	37,092.20	1,050.00	-	38,142.20		38,142.20
202	MAJOR STREETS FUND	150,624.05	8,331.07	(19,409.35)	139,545.77		139,545.77
203	LOCAL STREETS FUND	81,233.70	8,069.34	(19,963.22)	69,339.82		69,339.82
208	RECREATION FUND	5,956.54	4,920.81	(5,148.65)	5,728.70		5,728.70
210	AMBULANCE FUND	131,551.03	49,312.18	(47,039.11)	133,824.10		133,824.10
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	130,097.03	4,905.17	(17,816.15)	117,186.05		117,186.05
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	1,888,417.25	-	(6.00)	1,888,411.25		1,888,411.25
520	REFUSE SERVICE FUND	19,666.91	6,757.17	(8,054.26)	18,369.82		18,369.82
582	ELECTRIC FUND	222,297.16	196,865.55	(237,823.03)	181,339.68	530,000.00	711,339.68
590	WASTEWATER FUND	(129,230.24)	68,281.48	(74,159.91)	(135,108.67)		(135,108.67)
591	WATER FUND	31,145.46	44,788.28	(33,080.17)	42,853.57	420,000.00	462,853.57
661	MOTOR POOL FUND	12,360.70	58,535.29	(42,685.15)	28,210.84		28,210.84
703	CURRENT TAX FUND	6,944.92	8,050.84	-	14,995.76		14,995.76
TOTAL - ALL FUNDS		4,610,473.63	608,772.84	(829,336.15)	4,389,910.32	1,195,000.00	5,584,910.32
					ELECTRIC-RESTRICTED CASH	409,418.00	409,418.00
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	655,294.38	655,294.38
					ELECTRIC-PRIN & INT ESCROW	136,894.11	136,894.11
					WASTEWATER DEBT ESCROW	212,686.71	212,686.71
					WASTEWATER REPAIR ESCROW	28,368.85	28,368.85
					DDA-PRIN & INT ESCROW	501.77	501.77
							<u>7,328,074.14</u>

*Customer Deposit Breakdown

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

**Minutes of the Downtown Development Authority
City of Portland**

Held on Thursday, May 18, 2017
In Council Chambers at City Hall

Members Present: Antaya, Briggs, Barnes, Gorman, Blastic, Urie, Grimminck, Frewen

Members Absent: VanSlambrouck

Staff: DDA/Main Street Director Conner Wellman, City Clerk Miller, Deputy Treasurer Tolan

Guests: None

Chair Briggs called the meeting to order at 3:30 P.M.

Motion by Barnes, supported by Antaya, to approve the agenda with the addition of the excusal of Member VanSlambrouck who is out of town on business.

All in favor. Adopted.

Motion by Grimminck, supported by Blastic, to approve the minutes of the April 20, 2017 regular meeting as presented.

Frewen abstained as not present for meeting.

All in favor. Adopted.

Motion by Grimminck, supported by Antaya, to approve the minutes of the April 20, 2017 closed meeting as presented.

Frewen abstained as not present for meeting.

All in favor. Adopted.

Motion by Barnes, supported by Blastic, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Under New Business, Chair Briggs welcomed Terry Frewen to the board.

Member Frewen provided his background and history of involvement with the Portland area and community.

Chair Briggs noted that she received a letter of resignation from Rush Clement.

Chair Briggs noted the year end finance update through April 2017 was provided in the packet for review by the DDA Board and the committees.

There was discussion.

Chair Briggs suggested the bylaws of the DDA and Main Street boards be merged.

There was discussion about what might be included in a new set of bylaws.

Chair Briggs suggested retaining Ken Lane of Clark Hill PLC be retained to amend the bylaws.

Motion by Urie, supported by Antaya to hire Ken Lane to merge the DDA and Main Street bylaws. All in favor. Adopted.

Member Frewen inquired about which year's budget funds would come from for this service.

City Manager Gorman stated that the funds would likely come from this year's budget. Planning during this upcoming year will help to determine next year's budget.

Director Conner Wellman provided an update on the Block Party.

Member Blastic left the meeting at 4:00 P.M.

Director Conner Wellman asked for approval, in effort to keep good records and ensure transparency, to use some of the comp time accrued during attendance at the National Main Street Conference and during the Block Party.

There was discussion.

Mayor Barnes stated that according to the policy the approval of time off by the entire board is not needed. It only needs to be approved by the Board Chair and should be used in the same manner as City employees.

He further stated that previous issues with tracking of time have been addressed in the new employee contract.

Deputy Treasurer Tolan left the meeting at 4:08 P.M.

Director Conner Wellman stated that she has been reviewing retention schedules in order to understand what files need to be retained. She is looking for volunteers to help clean out old DDA/Main Street files on Tuesday, May 23, 2017.

Director Conner Wellman requested approval of the Special Event Liquor License, the Liquor Liability insurance and the agreement with Paul Starr for the Beerfest on the Bridge which is scheduled to be held on August 12, 2017.

Motion by Antaya, supported by Gorman, to approve the application for a Special Event Liquor License, and to obtain Liquor Liability insurance for the Beerfest on the Bridge on August 12, 2017.

All in favor. Adopted.

There was discussion of the agreement with Paul Starr of I'm a Beer Hound.

Member Frewen asked if an overflow area for Beerfest on the Bridge has been considered as he anticipates the growth of this event.

There was discussion of considering this issue during planning for the event.

Member Urie asked how much will be paid to Paul Starr as he was paid more last year but revenues were down.

Director Conner Wellman stated the \$3,500 approved in the agreement is an “up to” amount.

Mayor Barnes stated there are more variables in terms of the effort that is put into this event outside of the efforts by Mr. Starr.

There was continued discussion.

Member Urie asked that there be clarification of the expectations.

Mayor Barnes noted that the contract with Mr. Starr is very specific.

Director Conner Wellman suggested doing the same as last year and see how things go.

Motion by Urie, supported by Barnes to enter into an agreement with Paul Starr of I’m a Beer Hound for organization and promotion of Beerfest on the Bridge on August 12, 2017 in an amount up to \$3,500.00.

All in favor. Adopted.

Under Old Business, Chair Briggs provided an update on communications with former DDA Director Perry’s attorney regarding the FOIA request that was submitted. A response to the FOIA request will be sent by the deadline of May 24, 2017.

Director Conner Wellman noted that the Main Street Board Refresh Training will be held June 1, 2017 from 2:00 – 5:00 P.M. on the 2nd floor of City Hall. The goal is to develop communication and plan for the next Refresh phase.

Under the Chair Report, Chair Briggs stated her goal is to get back to focusing on developing plans and setting priorities. This process will begin at the June DDA meeting.

Under the Directors Report, Director Conner Wellman provided a report/summary of the National Main Street Conference she attended in Pittsburgh, PA in May.

Director Conner Wellman asked each team to submit an article for the On the Street Newsletter by Friday, May 26, 2017.

Director Conner Wellman stated that she will present a program for managing contacts, interactions, and web directory, and a community calendar at the June DDA meeting along with a review/assessment of the website.

Director Conner Wellman noted that she will be on a vacation that was scheduled prior to her hiring and will miss the June 15, 2017 DDA meeting.

There was discussion.

Motion by Barnes, supported by Gorman, to move the regularly scheduled DDA meeting from June 15, 2017 to June 29, 2017.

All in favor. Adopted.

City Manager Gorman left the meeting at 4:48 P.M.

Under Committee Reports, Mayor Barnes stated that the Organization and Finance Committee will start aligning its goals after the Refresh training.

The Economic Revitalization Committee met in April and will meet again in June to refocus. Their goal is to cut down on the number of projects and focus on business inventory and to provide a packet of relevant information for potential developers.

The Promotions and Marketing Committee are planning Block Party. Volunteers are still needed.

The Design Committee still has openings for Sign, Façade, and Awning Grants.

Under Board Member Comments, Member Grimminck noted the Portland District Library will offer an Adult Summer Reading Program this summer and is looking for donations for gift baskets that will be awarded.

Member Urie noted that the Summer Theatre program will be starting soon.

Motion by Antaya, supported by Barnes, to adjourn the meeting at 4:55 P.M.

All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary



Date: June 29, 2017

REPORT OF FUNDS IN DDA AS OF: June 23, 2017

PRINCIPAL & INTEREST ACCOUNT

AMOUNTS

PREVIOUS BALANCE:	<u>5/12/2017</u>	\$ 501.77
NEW BALANCE:	<u>6/23/2017</u>	<u>\$ 501.77</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>5/12/2017</u>	\$ 120,936.56
INTEREST EARNED:		\$ 5.72
DEPOSITS:		
Block party sponsorships, vendor fees and ads		\$ 6,230.00
Block Party Cash		\$ 4,077.00
Beverage Refund - Alliance Beverage		\$ 1,903.10
Voided Check 1659 - Eric Reeder		\$ 600.00
Voided Check 1668 - Ralphs Arial Service		\$ 600.00
Voided Check 16672 - The Ukuelele Kings		\$ 250.00

CHECKS WRITTEN:

Ck No.	Payee:	<u>AMOUNTS</u>
1676	LIBERTY TRAILIER PROJECT - Block Party Trailer Exhibit (In-between Check)	\$ 250.00
1677	IONIA COUNTY SHERIFF'S POSSE - Block Party Security (In-between Check)	\$ 150.00
1678	AMERICAN RENTALS, INC. - Block Party Rentals Balance (In-between Check)	\$ 680.00
1679	PRINTING ESSENTIALS - Block Party Sponsor Signs (In-between Check)	\$ 180.25
1680	S&K TROPHIES AND PLACQUES - Portlands Got Talent (In-between Check)	\$ 37.50
1681	GROWTHZONE - Web Design (In-between Check)	\$ 3,950.00
1682	PORTLAND AREA CHAMBER OF COMMERCE - Fireworks (In-between Check)	\$ 2,500.00
1683	CITY OF PORTLAND - On the Street, Postage, Telephone, Data Processing, Name Badges, IT Service Contract, Virus Protection Software, Block Party Reimbursements, Legal Services, Electricity - Block Party	\$ 2,162.08
1685	HOMEWORKS TRI-COUNTY ELECTRIC - Refund of 2 Balloon Sponsorships	\$ 1,200.00

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

1692	STATE OF MICHIGAN - Liquor Sales Tax - Block Party	\$	184.38
1693	TINA CONNER WELLMAN - Reimbursement for Travel and May Cell Phone	\$	125.27
1694	URIE, WANDA - Block Party Reimbursement (Stage Safety)	\$	<u>13.07</u>

TOTAL CHECKS \$ (12,215.11)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 5/22/17 - 5/8/17 \$ (7,115.05)

TOTAL EXPENSES: \$ (19,330.16)

NEW BALANCE: 6/23/2017 \$ 115,272.22

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/26/2017	AP	CITY OF PORTLAND OPERATING SUPPLIES-O&F COMMITTEE POSTAGE Vnd: 00701 Invoice: 1226	Invoice: 1226 Ref#: 22640(ON THE STREET - JUNE 2017, POSTAGE) 248-275-740.005 248-275-730.000 248-000-202.000	59.00 9.20	68.20
		Expected Check Run: 06/29/2017		<u>68.20</u>	<u>68.20</u>
06/26/2017	AP	CITY OF PORTLAND TELEPHONE SERVICE Vnd: 00701 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22641(TELEPHONE 05/04/17 - 06/03/17) 248-275-851.000 248-000-202.000	42.15	42.15
		Expected Check Run: 06/29/2017		<u>42.15</u>	<u>42.15</u>
06/26/2017	AP	CITY OF PORTLAND DATA PROCESSING Vnd: 00701 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22642(DATA PROCESSING - MRE - APRIL/MAY 2017) 248-275-806.000 248-000-202.000	146.30	146.30
		Expected Check Run: 06/29/2017		<u>146.30</u>	<u>146.30</u>
06/26/2017	AP	CITY OF PORTLAND REIMBURSEMENTS-MAIN STREET Vnd: 00701 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22643(PETTY CASH - CHECK WRITTEN TO COP SHOULD 248-000-678.012 248-000-202.000	50.00	50.00
		Expected Check Run: 06/29/2017		<u>50.00</u>	<u>50.00</u>
06/26/2017	AP	CITY OF PORTLAND OPERATING SUPPLIES-MAIN ST BOARD Vnd: 00701 Invoice: 8044310104	Invoice: 8044310104 Ref#: 22644(STAPLES REIMBURSEMENT - METAL BADGES) 248-275-740.001 248-000-202.000	35.90	35.90
		Expected Check Run: 06/29/2017		<u>35.90</u>	<u>35.90</u>
06/26/2017	AP	CITY OF PORTLAND DATA PROCESSING Vnd: 00701 Invoice: 20151816	Invoice: 20151816 Ref#: 22645(YEARLY SERVICE CONTRACT WITH I.T. RIGHT) 248-275-806.000 248-000-202.000	368.00	368.00
		Expected Check Run: 06/29/2017		<u>368.00</u>	<u>368.00</u>
06/26/2017	AP	CITY OF PORTLAND DATA PROCESSING Vnd: 00701 Invoice: 20151943	Invoice: 20151943 Ref#: 22646(MAV AND PROTECTION SOFTWARE FOR COMPUTER) 248-275-806.000 248-000-202.000	32.20	32.20
		Expected Check Run: 06/29/2017		<u>32.20</u>	<u>32.20</u>

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/26/2017	AP	CITY OF PORTLAND OPERATING SUPPLIES-P&M COMMITTEE Vnd: 00701 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22647 (REIMBURSEMENT TO AMANDA JOHNSTON FOR BLO 248-275-740.006 248-000-202.000	141.20	141.20
		Expected Check Run: 06/29/2017		<u>141.20</u>	<u>141.20</u>
06/26/2017	AP	CITY OF PORTLAND LEGAL SERVICE Vnd: 00701 Invoice: 1221	Invoice: 1221 Ref#: 22654 (LEGAL SERVICES THRU 4/30/17) 248-275-801.000 248-000-202.000	1,260.00	1,260.00
		Expected Check Run: 06/29/2017		<u>1,260.00</u>	<u>1,260.00</u>
06/26/2017	AP	CITY OF PORTLAND OPERATING SUPPLIES-P&M COMMITTEE Vnd: 00701 Invoice: 1222	Invoice: 1222 Ref#: 22656 (ELECTRICITY - BLOCK PARTY) 248-275-740.006 248-000-202.000	18.13	18.13
		Expected Check Run: 06/29/2017		<u>18.13</u>	<u>18.13</u>
06/26/2017	AP	HOMEWORKS TRI-COUNTY ELECTRIC REIMBURSEMENTS-MAIN STREET Vnd: 02092 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22639 (REFUND OF 2 BALLOON SPONSORSHIPS) 248-000-678.012 248-000-202.000	1,200.00	1,200.00
		Expected Check Run: 06/29/2017		<u>1,200.00</u>	<u>1,200.00</u>
06/26/2017	AP	MOYER CONSTRUCTION OPERATING SUPPLIES-DESIGN COMMITTEE Vnd: 00316 Invoice: 6221	Invoice: 6221 Ref#: 22651 (MULCH FOR CITY FLOWERBEDS) 248-275-740.003 248-000-202.000	210.00	210.00
		Expected Check Run: 06/29/2017		<u>210.00</u>	<u>210.00</u>
06/26/2017	AP	MUNICIPAL SUPPLY CO. MISCELLANEOUS EXPENSES Vnd: 00324 Invoice: 72280	Invoice: 72280 Ref#: 22657 (WATER KEY) 248-275-956.000 248-000-202.000	3.75	3.75
		Expected Check Run: 06/29/2017		<u>3.75</u>	<u>3.75</u>
06/26/2017	AP	MUZZALL GRAPHICS MISCELLANEOUS EXPENSES Vnd: 00326 Invoice: 81430	Invoice: 81430 Ref#: 22652 (BUSINESS CARDS - TINA) 248-275-956.000 248-000-202.000	92.53	92.53
		Expected Check Run: 06/29/2017		<u>92.53</u>	<u>92.53</u>

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/26/2017	AP	PRINTING ESSENTIALS MISCELLANEOUS EXPENSES Vnd: 02204 Invoice: 51715	Invoice: 51715 Ref#: 22648 (PRINTING) 248-275-956.000 248-000-202.000	98.20	98.20
		Expected Check Run: 06/29/2017		<u>98.20</u>	<u>98.20</u>
06/26/2017	AP	PRINTING SYSTEMS OPERATING SUPPLIES-O&F COMMITTEE Vnd: 00375 Invoice: 100441	Invoice: 100441 Ref#: 22653 (AP CHECKS) 248-275-740.005 248-000-202.000	128.08	128.08
		Expected Check Run: 06/29/2017		<u>128.08</u>	<u>128.08</u>
06/26/2017	AP	SENTINEL-STANDARD, INC. OPERATING SUPPLIES-P&M COMMITTEE Vnd: 00212 Invoice: 0528	Invoice: 0528 Ref#: 22659 (ADVERTISING BLOCK PARTY) 248-275-740.006 248-000-202.000	250.00	250.00
		Expected Check Run: 06/29/2017		<u>250.00</u>	<u>250.00</u>
06/26/2017	AP	STATE OF MICHIGAN OPERATING SUPPLIES-P&M COMMITTEE Vnd: 00428 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22655 (LIQUOR SALES TAX - BLOCK PARTY) 248-275-740.006 248-000-202.000	184.38	184.38
		Expected Check Run: 06/29/2017		<u>184.38</u>	<u>184.38</u>
06/26/2017	AP	TINA CONNER WELLMAN POSTAGE OPERATING SUPPLIES-P&M COMMITTEE Vnd: 02453 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22649 (REIMBURSEMENT OF TRAVEL FOR MAIN STREET) 248-275-730.000 248-275-740.006 248-000-202.000	37.45 27.82	65.27
		Expected Check Run: 06/29/2017		<u>65.27</u>	<u>65.27</u>
06/26/2017	AP	TINA CONNER WELLMAN TELEPHONE SERVICE Vnd: 02453 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22650 (MAY CELL PHONE REIMBURSEMENT) 248-275-851.000 248-000-202.000	60.00	60.00
		Expected Check Run: 06/29/2017		<u>60.00</u>	<u>60.00</u>
06/26/2017	AP	URIE, WANDA OPERATING SUPPLIES-P&M COMMITTEE Vnd: 01768 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22658 (BLOCK PARTY REIMBURSEMENT - STAGE SAFETY) 248-275-740.006 248-000-202.000	13.07	13.07
		Expected Check Run: 06/29/2017		<u>13.07</u>	<u>13.07</u>
				<u>4,467.36</u>	<u>4,467.36</u>

Cash/Payable Account Totals:

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

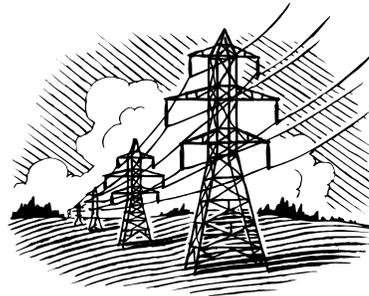
June 1, 2017
May 1-31, 2017

HYDRO GENERATION	115,197		
DIESEL PRODUCTION	0		
Kwh Purchased	2,717,236	Amount Paid	\$ 166,190.39
Total Kwh Purchased	2,832,433	Total Dollars Paid	\$ 166,190.39

Kwh Billed		Dollars Billed	
Residential	1,054,710	PCA Billed	\$ 5,505.65
Commercial	585,686	Residential	\$ 114,408.15
Large General	742,240	Residential EO Charge	\$ 1,963.66
City St. Lites Metered	24,233	Geothermal Discount	\$ (3.12)
St. Lites Unmetered		Commercial	\$ 63,166.34
Rental Lights		Commercial/LG EO Charge	\$ 2,437.94
Demand	2,409	Large General	\$ 52,005.18
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,057.50
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,409,278	Rental Lights	\$ 253.24
		Demand	\$ 14,153.39
Arrears after billing	\$ 13,599.79	Tax	\$ 9,411.22
Penalties Added	\$ 1,284.53		
Arrears end of month	\$ 25,094.77	Total Dollars Billed	\$ 266,920.60
Fuel Cost Billed	\$ 5,852.41		
Amount Collected	\$ 283,345.98	Power Cost Adj.	.00231
Total Adjustments	\$ 1,652.27		

Residential Customers	2,201
Commercial Customers	323
Large General	16
Total Customers	2,540

06/01/17



CITY OF PORTLAND
June-17

WATER DEPARTMENT REPORT

MONTH	May-17	PERIOD COVERED	May 1-31, 2017
Customers Billed		Penalties Added	\$ 328.42
City	1,867	Dollars Collected	\$ 46,834.25
Rural	24	Arrears at end of Month	\$ 5,425.09
Total Customers	1,891	Adjustments	\$ 292.52
		Gallons Pumped	10,657,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	8,421,177		\$ 46,846.96
Rural	164,341		\$ 1,629.73
Total	<u>8,585,518</u>		<u>\$ 48,476.69</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,814	Dollars Billed	\$71,077.46
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 71,077.46

Penalties Added	\$ 533.73
Dollars Collected	\$ 71,642.55
Arrears at end of Month	\$ 9,987.57
Adjustments	\$ 485.77
Gallons Treated per Million	12.50



City Of Portland
Water Department
Monthly Water Report
June 2017

Monthly Water Production

Well #4	52,000 Gallons
Well #5	100 Gallons
Well #6	12,864,000 Gallons
Well #7	0 Gallons

Daily Water Production

Well #4	1,733 Gallons
Well #5	3 Gallons
Well #6	428,800 Gallons
Well #7	0 Gallons

Daily Average Water Production for All Wells 430,536 Gallons

Total Water Production for the Month 12,916,100 Gallons

Total Water Production for the Previous Month 10,657,000 Gallons

Total Production increased by 2,259,100 Gallons

Total Production for This Month from the Previous Year 13,556,000 Gallons

Total Production decreased by 639,900 Gallons

Rodney D. Smith Jr.
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR May 2017

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated **12.5 million gallons** and discharged **9.2 million gallons** for the month of May. The CBOD was 4ppm, the Total Suspended Solids was 5ppm, the phosphorus was 0.7ppm, and the fecal coliform was 40 counts/100ml.

The laboratory training continued for our new operator. By the end of the month he was able to perform the lab tests required.

The 12,000 hour UV bulb replacement for the wastewater disinfection equipment was done during the month. This consists of replacing 48 bulbs. All of the old bulbs are recycled free of charge thru Trojan Industries, the disinfection equipment manufacturer.

The laboratory muffle furnace had a thermocouple failure in May. This piece of equipment is necessary to fulfill our NPDES permit limits. We were able to obtain a replacement and had the furnace back in operation without jeopardizing our permit requirements.

The WWTP operators performed a camera inspection of the condition of the James St. storm sewers. The information was then compiled and forwarded to Flies & Vandenbrink for them to utilize in the preliminary street improvement plans for James St.

Maintenance & Capitol Expenses for May 1, 2017 to May 31, 2017

ITEM	COST
Tom's Do It Center – Distilled water, WD-40, CLR Cleaner	\$ 69.97
North Central Labs – Muffle Furnace Thermocouple, Lab Supplies	\$ 817.91
USA Bluebook – TB Woods's couplings, gloves, Miss Dig Supplies	\$ 635.74
Wolverine Power – Annual Generator Preventative Maintenance	\$ 2113.65
Synagro – 2016 Price adjustment, Spring Sludge Hauling	\$ 8219.29
Total Monthly Expenses	\$ 11786.59
Total Spent YTD	\$ 121450.05

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	5005 ft.
Routine cleaning	0 ft.
Sewer call outs due to building services	1
Sewer call outs due to plugged City main	0
New connections to sewer main	0
Building Services Televised	1
Building Services Inspected	0
City Main Televised	0

SEWER CALLOUTS

May 5, 2017

A property owner on B Street called to request the WWTP to televise the house lateral. The crew could only push the camera in 6 – 8 feet. Upon close examination the determination was made that the house has never been connected to the City Main. A lateral was found on the Street construction blueprints for Canal St. that was installed to accommodate this house. The property owner was advised of the location of the lateral and that he should obtain a Sewer Connection permit at the City Office.

May 12, 2017

A call was received at the WWTP from a homeowner that he had a plumber working on unplugging his sewer lateral. He stated that there was sewage in the line. Upon arrival at his residence, the WWTP operator checked the flow in the upstream and downstream manholes for signs of back-up or surcharging. The manholes were okay and the flow was normal. The homeowner was advised that the problem is in his service lateral and that they need to continue cleaning until the flow is restored.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

GAMES

ENTERTAINMENT

FREE FOOD

PHOTO BOOTH

DEDICATION
NEW PLAYGROUND
EQUIPMENT

MONDAY, JULY 10, 2017 5:30-7:30 PM



BRUSH STREET PARK

FESTIVAL

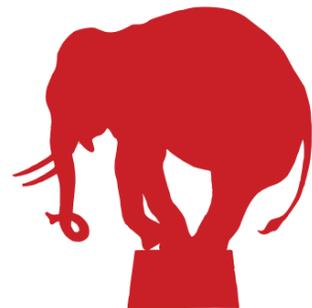


JOIN US

ENJOY AN EVENING OF OLD-FASHIONED FAMILY FUN TO CELEBRATE THE RE-ENERGIZED BRUSH STREET PARK. NEW PLAYGROUND EQUIPMENT DONATED BY THE WODA GROUP, INC., DEVELOPERS OF PORTLAND SCHOOL APARTMENTS COMING FALL 2017.



LOCATED AT THE CORNER OF
BRUSH ST.
AND
SMITH ST.



FOR MORE INFORMATION, CONTACT KAREN BERNICK, 563-320-2625 OR [KBERNICK@WODAGROUP.COM](mailto:kbernick@wodagroup.com).

RAIN DATE: TUESDAY, JULY 11, 2017, 5:30-7:30 PM!

SPONSORED BY:



DEVELOPMENT
CONSTRUCTION
MANAGEMENT

Portland Area Municipal Authority

GOVERNMENTAL UNITS

City of Portland

Portland Township

Danby Township

MINUTES

April 5, 2017

P.A.M.A. BOARD MEMBERS PRESENT: K. Cook, D. Logel, R. Foote, G. Krausz

VISITORS: None

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

AGENDA

- Motion to approve agenda by R. Foote supported by K. Cook

SECRETARY'S REPORT:

- Motion to approve minutes by R. Foote supported by G. Krausz

TREASURER'S REPORT:

- Account balance as 4/5/17 \$905.88
- No bills paid from 1/1/17 through 4/5/17
- No payments received from 1/1/17 through 4/5/17
- Motion to approve treasurer's report as submitted by G. Krausz supported by K. Cook

OLD BUSINESS:

- None

NEW BUSINESS:

- Randy Foote will contact Larry Tiejema PC for annual audit.
- Motion made by K. Cook supported by G. Krausz to authorize payment for annual audit not to exceed \$900.00

Motion by G. Krausz supported by D. Logel to adjourn meeting at 7:45 p.m.

Respectfully submitted,

Keith Cook, Secretary

NEXT MEETING: July 5, 2017 7:30 p.m.

Join us at the Annual Ionia Free Fair

Governor's Day Luncheon

Friday, July 14, 2017

11:59 a.m.

Merchant's Building, Ionia Free Fair Midway

The Ionia Free Fair Association Board of Directors invites you to join them for the 91st Annual Governor's Day Luncheon as part of the 2017 Ionia Free Fair. This year the event will take place in the Merchant's Building on the Midway. Please come and enjoy lunch with us. Our guest speaker is the Lt. Governor of Michigan, Brian Calley.

RSVP by July 10. Ticket price is \$15. Tickets are available on-line at IoniaFreeFair.com or can be purchased at Independent Bank or Mercantile Bank, downtown locations; Michigan One Community Credit Union and the Ionia Free Fair Office. You may also order tickets below and they will be mailed to you.



Governor's Day Luncheon

Friday, July 14, 2017, 11:59 a.m.

Ionia Fair Grounds, Merchant's Building

Name _____

Phone: _____

Address _____

of tickets needed _____ X \$15 = _____ Deadline is Monday, July 10

Please make checks payable to **Ionia Free Fair Association**

Mail to: Ionia Free Fair, PO Box 96, Ionia, Michigan 48846



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

June 20, 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. Departmental Reports
 - 1. Information Technology – i3 Business Solutions
 - 2. Prosecuting Attorney
 - 3. Sheriff
 - 4. Building & Grounds/Parks & Rec
 - 5. Clerk
 - B. Foreclosed Property Report
 - C.
- 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

IONIA COUNTY BOARD OF COMMISSIONERS

June 27, 2017 - 7:00 p.m.

Conference Room – Central Dispatch Building

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment**
(3 minute time limit per speaker – please state name/organization)
- VI. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of May, 2017 - \$999,112.55
 - D. Approve payment of Health Fund bills - \$84,048.11
 - E.
- VIII. Unfinished Business**
 - A.
- IX. New Business**
 - A. 2016 Audit Report
 - B. Information Technology Requests
 - 1. Proposal for Video Server Replacement
 - 2. Proposal for Reliability R3 IT Director Services
 - 3. Proposal for Reliability R3 IT Project Services
 - C. Request to purchase Jail Unit tables and chairs
 - D. Request for approval of Contract for Inmate Telephone Services
 - E. Request to fill vacant full-time Custodian position
 - F. Request to fill vacant part-time Deputy Clerk position
 - G. Request to ratify Chair's signature on FY 2018 Older Americans Act Continuation of Funding Request
 - H.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

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

XIII. Closed Session

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2018.
- 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 July 2017: None

Appointments for consideration in the month of August 2017: None

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE NATURAL GAS AND ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18331**

- Consumers Energy Company requests that the Michigan Public Service Commission review and approve the Company's reconciliation of a 2016 Energy Optimization ("EO") Plan and find that the Company has complied with the energy savings targets imposed by 2008 Public Act 295; MCL 460.1001 et seq. ("Act 295").
- 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: **Wednesday, July 12, 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 **Suzanne D. Sonneborn**

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 (Company's) May 31, 2017 application, which seeks Commission's approval that 1) the Company's 2016 EO Plan reconciliation is reasonable and prudent and meets all relevant requirements under Act 295; 2) the collection of a performance incentive payment for both the gas and electric EO Plan, the collection of which to be completed by December 31, 2018 in order to comply with the requirements of ASC 980-605-25; 3) the conversion of 67,696 EO Credits into Renewable Energy Credits in 2016 for use in meeting the Company's renewable energy requirements under Act 295; and 4) 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 July 5, 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.]**