



PROPOSED AGENDA
REGULAR MEETING OF THE PORTLAND CITY COUNCIL

7:00 P.M. Monday, August 21, 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. Tonia Olson, Granger – Curbside Recycling	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> – None	
	IX. <u>New Business</u>	
7:20 PM	A. Proposed Resolution 17-69 Approving the Michigan Public Power Agency’s (MPPA) Recommendation to Approve, Authorize, and Direct the City’s Electric Superintendent to Sign an Authorization to Purchase Wind Energy and Terminate the Previous Wind Energy Authorization	Decision
7:23 PM	B. Proposed Resolution 17-70 Approving the Purchase of Two Boilers for the Electric Department	Decision
7:25 PM	C. Proposed Resolution 17-71 Approving the Purchase of a Boss Snow Blade for a 2017 GMC Sierra 2500HD Double Cab 4x4 Pick-up Truck for the Electric Department	Decision
7:27 PM	D. Proposed Resolution 17-72 Approving the Purchase of a Boss DXT Dual Trip Snow Plow from Baders & Sons for the Department of Public Works	Decision
7:30 PM	E. Proposed Resolution 17-73 Approving and Adopting the Proposed Revisions to the City of Portland Employee Handbook	Decision
7:33 PM	F. Proposed Resolution 17-74 Approving a Traffic Control Order Establishing a Speed Limit for Rindlehaven Commons, Wild Plum Street and Rindle Bluff Drive	Decision

Estimated Time		<u>Desired Outcome</u>
7:37 PM	G. Proposed Resolution 17-75 Appointing a Voting Delegate and Alternate to Represent the City of Portland at the 2017 Michigan Municipal League (MML) Conference	Decision
7:39 PM	H. Proposed Resolution 17-76 Confirming the Mayor's Appointment to City Boards and Commissions	Decision
7:40 PM	<p>X. <u>Consent Agenda</u></p> <p>A. Minutes & Synopsis from the Regular City Council Meeting held on August 7, 2017</p> <p>B. Payment of Invoices in the Amount of \$217,585.43 and Payroll in the Amount of \$124,399.20 for a Total of \$341,984.63</p> <p>C. Purchase Orders over \$5,000.00</p> <p>1. T&R Service Company in the Amount of \$5,672.00 for Disposal of 12 PCB Transformers</p> <p>XI. <u>Communications</u></p> <p>A. Zoning Board of Appeals Minutes from December 12, 2016</p> <p>B. Planning Commission Minutes from March 22, 2017</p> <p>C. Ionia County ISD Special Election Results from August 8, 2017</p> <p>D. Wastewater Treatment Plant Report for July 2017</p> <p>E. Communication from Foster Swift Collins Smith PC re: Sparrow Purchase Agreement</p> <p>F. Ionia County Board of Commissioners Agenda for August 8, 2017</p> <p>G. Ionia County Board of Commissioners Agenda for August 15, 2017</p> <p>H. Ionia County Board of Commissioners Agenda for August 22, 2017</p>	Decision
7:45 PM	XII. <u>Other Business</u> - None	
7:50 PM	XIII. <u>City Manager Comments</u>	
7:55 PM	XIV. <u>Council Comments</u>	
8:00 PM	XV. <u>Adjournment</u>	Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-69

A RESOLUTION APPROVING THE MICHIGAN PUBLIC POWER AGENCY'S (MPPA) RECOMMENDATION TO APPROVE, AUTHORIZE, AND DIRECT THE CITY'S ELECTRIC SUPERINTENDENT TO SIGN AN AUTHORIZATION TO PURCHASE WIND ENERGY AND TERMINATE THE PREVIOUS WIND ENERGY AUTHORIZATION

WHEREAS, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, the City of Portland, as a member of the MPPA, has an opportunity to enter into a transaction to meet a portion of its future load requirements by purchasing wind energy for a 20-year period to begin no later than 2019, at a levelized price not to exceed \$50.00 per MWh, pursuant to the terms of the Letter of Authorization, attached as Exhibit A. The annual MWh cost is anticipated to range from \$175,000 for the 1st year and up to approximately \$230,000 in the 20th year; and

WHEREAS, this authorization will effectively terminate the previous authorization from the City of Portland dated June 7, 2016 with Huron Wind LLC; and

WHEREAS, at its regularly scheduled meeting held on August 15, 2017, the Board of Light and Power unanimously voted to recommend that City Council approve the 20-year Purchase Power Agreement for 1.93 megawatts of wind energy through the MPPA, a copy of the memo from Electric Superintendent is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves the Michigan Public Power Agency's (MPPA) recommendation to approve, authorize, and direct the City's Electric Superintendent to sign the Letter of Authorization, 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: August 21, 2017

Monique I. Miller, City Clerk



August 7, 2017

Subject: Letter of Authorization

The Portland Light and Power Board ("Portland"), through its Member Authorized Representative, hereby authorizes Michigan Public Power Agency to enter into a Purchase Power Commitment ("PPC") with Pegasus Wind under the terms and conditions of the Energy Services Agreement in effect as of the date of this Authorization Letter. The PPC executed by MPPA will be in the form of the Power Purchase Agreement ("Agreement") attached to this letter. Portland acknowledges that it will be entitled to 1.93% of all energy, capacity, and Environmental Attributes under the Agreement and will be responsible to cover 1.93% of all of MPPA's financial obligations under the PPC.

Upon MPPA receiving authorizations from members equal to 100% of the output from Pegasus Wind and authorization from MPPA's Board of Commissioners to execute the PPC with Pegasus Wind, Portland agrees that the prior authorization from Portland to MPPA dated June 7, 2016 that authorized MPPA to enter into a PPC with Huron Wind, LLC will terminate in its entirety and this authorization will become effective.

Portland has, as of the date below, obtained all approvals, if any, necessary in order to execute and deliver this authorization.

Member Authorized Representative:

Printed

Signature

Date

Exhibit
A

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

August 16th, 2017

Re: Light & Power Board Recommendations to City Council

City Council
City Manager

Last night at the Light & Power Board meeting, the Light & Power Board passed 3 recommendations to the City Council.

#1-Terminate the purchase power agreement (PPA) that we executed with resolution 16-43, (June 6th, 2016) for the Huron Wind Power project through MPPA.

Replace the purchase power agreement (PPA) with Pegasus Wind Power, and authorize the Member Authorized Representative to sign and execute the Pegasus Wind PPA.

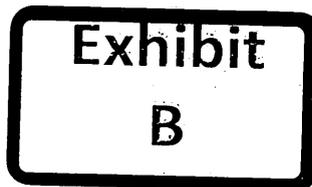
Note: The Huron Wind project located in Huron County, Mi. ran into some local opposition. Huron County controlled zoning for county and the specific township that the wind power turbines were to be located, opposed any additional wind turbines. The township voters through referendum gained control of zoning for the township, and would not let anymore turbines be built.

The MPPA was able to secure a Purchase Power Agreement (PPA) with Pegasus Wind Power through NextEra. The price is the same, along with the quantity for Portland. Pegasus Wind is located in Tuscola County, with local residents in favor of their project.

#2-Replace the two boilers in warehouse/garage which are junk/and not working.

Pleune Service Co.-----	\$20,650.00
Myers Heating and Plumbing-----	\$21,850.00
ESI Heating and Cooling-----	\$17,400.00

Recommend ESI Heating and Cooling. Both ESI and Pleune quoted 79,000 btu units, which would replace the existing 133,000 btu units. As an addendum, we asked ESI to upgrade to 129,000 btu units to provide for redundancy. This would add \$3280.



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-43

A RESOLUTION APPROVING THE MICHIGAN PUBLIC POWER AGENCY'S (MPPA) RECOMMENDATION TO APPROVE, AUTHORIZE, AND DIRECT THE CITY'S ELECTRIC SUPERINTENDENT TO SIGN AN AUTHORIZATION TO PURCHASE WIND ENERGY

WHEREAS, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, the City of Portland, as a member of the MPPA, has an opportunity to enter into a transaction to meet a portion of its future load requirements by purchasing wind energy for a 20-year period to begin no later than 2019, at a levelized price not to exceed \$50.00 per MWh, pursuant to the terms of the Letter of Authorization, attached as Exhibit A. The annual MWh cost is anticipated to range from \$175,000 for the 1st year and up to approximately \$230,000 in the 20th year; and

WHEREAS, at its regularly scheduled meeting held on May 17, 2016, the Board of Light and Power unanimously voted to recommend that City Council approve the 20-year Purchase Power Agreement for 1.93 megawatts of wind energy through the MPPA, a copy of the minutes from the BLP meeting is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves the Michigan Public Power Agency's (MPPA) recommendation to approve, authorize, and direct the City's Electric Superintendent to sign the Letter of Authorization, attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

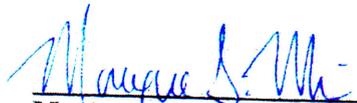
Nays: None

Absent: None

Abstain: None

RESOLUTION DECLARED ADOPTED.

Dated: June 6, 2016


Monique L. Miller, City Clerk



June 7, 2016

Subject: Letter of Authorization

The Portland Light and Power Board ("Portland"), through its Member Authorized Representative, hereby authorizes Michigan Public Power Agency to enter into a Purchase Power Commitment ("PPC") with **Huron Wind**, LLC under the terms and conditions of the Energy Services Agreement currently in effect. The PPC executed by MPPA will be in the form of the Power Purchase Agreement ("Agreement") attached to this letter.

Portland acknowledges that it will be entitled to **1.93%** of all energy, capacity, and Environmental Attributes under the Agreement and will be responsible to cover **1.93%** of all of MPPA's financial obligations under the PPC.

Member Authorized Representative:

Jon M Hyland
Printed

[Handwritten Signature]
Signature

6-7-16
Date

Mike Hyland

From: Patrick Bowland <PBowland@mpower.org>
Sent: Monday, August 07, 2017 12:52 PM
To: Brent Henry; LTechlin; Don Swem; John P. Hanifan (jhanifan@city-chelsea.org); 'Jon Stoppels'; Kristy Reinecke; mjcarr@ci.eaton-rapids.mi.us; Dave Walters <DWalters@ghblp.org> (DWalters@ghblp.org); Rob Shelley; srickard@ci.hart.mi.us; dgkoster@hollandbpw.com; Ted Siler (tsiler@hollandbpw.com); Tutt Gorman; Steve Donkersloot; Mike Robbins (mrobbins@petoskey.us); Jeff Davis (jdavis@petoskey.us); Mike Robbins (mrobbins@petoskey.us); Mike Hyland; Charlene Hudson; Rod Lesko; Bill Cook; Don Muller; 'George Stojic'; Robert Lalonde; Tim Arends; Karla Myers-Beman; Kurt Giles
Cc: Amy DeLeeuw; Susan Montalvo; Patrick Bowland
Subject: MPPA Board Meeting Terminating Huron and Approving the Pegasus Wind PPA - August 9, 2017

All,

This is just a reminder to participate in the MPPA BOC meeting this Wednesday even if not in person to ensure you can vote on the Resolution being presented to the Board of Commissioners that would;

- Terminate the Huron Wind PPA with NextEra
- Authorize the CEO & GM to execute the Pegasus Wind PPA with NextEra

The termination and execution must be done simultaneously and is currently scheduled to occur officially on Thursday following our BOC meeting (so proper signatories at NextEra are available to countersign and fully execute).

As before the "effectiveness" of the PPA is conditioned on each participating Member in the Wind Project PPA demonstrating to the Agency it has obtained the necessary authorizations from its respective governing body that acknowledge its responsibility to pay in the aggregate, no less than one hundred percent (100%) of its share of the costs and expenses to be paid by MPPA pursuant to this Agreement. The effectiveness date is currently set at September 15, 2017.

Brent Henry is working with you on that process.

As a reminder the Power Purchase Agreement with Pegasus is identical to that executed with Huron with respect to the key commercial terms, conditions and pricing. There were slight modifications to the PPA to address the number of turbines, reference to the right Townships and some clean-up's we made to improve clarity on references in the Huron Agreement that we thought could be improved in Pegasus.

If you have any questions or concerns please do not hesitate to reach out to me, Brent or Amy in the next few days.

Thank you,

Patrick A. Bowland | General Manager & CEO



Michigan Public Power Agency
809 Centennial Way, Lansing, MI 48917
Office: 517-853-1571 | Mobile: 810-923-7552
pbowland@mpower.org | www.mpower.org

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PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-70

A RESOLUTION APPROVING THE PURCHASE OF TWO BOILERS FOR THE ELECTRIC DEPARTMENT

WHEREAS, the Electric Department currently operates two boilers in the warehouse/garage that are in need of replacement; and

WHEREAS, the Electric Superintendent, Mike Hyland sought bids and recommends that the City purchase two boilers from ESI Heating & Cooling for the amount of \$20,680.00, a copy of a memo from the Electric Superintendent and quote are attached as Exhibit A; and

WHEREAS, at its regularly scheduled meeting on August 15, 2017, the Board of Light and Power voted to recommend that City Council approve the purchase of two boilers from ESI Heating & Cooling for the amount of \$20,680.00, a copy of a memo from the Electric Superintendent and quote are attached as Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to purchase two boilers from ESI Heating & Cooling for the amount of \$20,680.00, a copy of a memo from the Electric Superintendent and quote 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: August 21, 2017

Monique I. Miller, City Clerk

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

August 16th, 2017

Re: Light & Power Board Recommendations to City Council

City Council
City Manager

Last night at the Light & Power Board meeting, the Light & Power Board passed 3 recommendations to the City Council.

#1-Terminate the purchase power agreement (PPA) that we executed with resolution 16-43, (June 6th, 2016) for the Huron Wind Power project through MPPA.

Replace the purchase power agreement (PPA) with Pegasus Wind Power, and authorize the Member Authorized Representative to sign and execute the Pegasus Wind PPA.

Note: The Huron Wind project located in Huron County, Mi. ran into some local opposition. Huron County controlled zoning for county and the specific township that the wind power turbines were to be located, opposed any additional wind turbines. The township voters through referendum gained control of zoning for the township, and would not let anymore turbines be built.

The MPPA was able to secure a Purchase Power Agreement (PPA) with Pegasus Wind Power through NextEra. The price is the same, along with the quantity for Portland. Pegasus Wind is located in Tuscola County, with local residents in favor of their project.

#2-Replace the two boilers in warehouse/garage which are junk/and not working.

Pleune Service Co.-----	\$20,650.00
Myers Heating and Plumbing-----	\$21,850.00
ESI Heating and Cooling-----	\$17,400.00

Recommend ESI Heating and Cooling. Both ESI and Pleune quoted 79,000 btu units, which would replace the existing 133,000 btu units. As an addendum, we asked ESI to upgrade to 129,000 btu units to provide for redundancy. This would add \$3280.

Exhibit

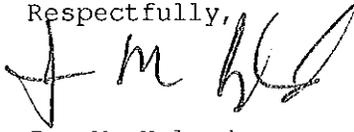
A

#3-Purchase snow plow for one of the new pickup trucks through Bader and Sons (John Deere). Ken Gensterblum received quotes for these for us, but had two responses.

Bobcat-----\$6084.00
Bader & Sons-----\$5537.00

MIDEAL doesn't offer snow plows, but Bader reduces the price from \$6260.00 to \$5537.00 to compensate for the difference.

Respectfully,



Jon M. Hyland

City of Portland, Board of Light & Power



8840 Barnes Road
Portland, MI 48875
(517) 647-6906
Fax (517) 647-6955

www.ESIHeating.com

Purchaser

City of Portland
259 Kent Street
Portland, MI 48875

Project

Board of Light & Power
234 N Grant Street

Date of Proposal

07/26/17
Expires in 30 days

The following proposal submitted by Enercon Systems Inc. (ESI) to the Purchaser (collectively, "the Parties"), shall become a binding contract between the Parties upon acceptance by the Purchaser evidenced by the signature(s) at the end of this agreement.

ESI Hereby submits the following specifications and estimates for review and acceptance by the Purchaser:

Furnish and install two (2) Triangle Tube Challenger Series High Efficiency Boilers

79,000 BTUH output and 94% AFUE nominal ratings each
Ten-year heat exchanger and one parts limited warranty
One-year labor limited warranty

Materials and Installation

Removal and disposal of existing boilers
Installation of new boilers with connection to existing gas, drain, electrical and copper
New PVC venting to exterior with incorporation of existing hole in wall
Includes new boiler pumps with primary/secondary piping
Outdoor reset comes standard and will be enabled to provide additional energy savings
Condensate neutralizer kit as needed if required by local inspector
Provide and install new low water cut off as required by code
Tekmar staging control to allow equal run time on both boilers
Provide and install emergency switch near exit door as needed
Insulate hydronic lines as needed
Fill and flush system
Manufacturers' start-up and test procedures to be performed with a copy to be left with each boiler
Mechanical and boiler permits as required by State of Michigan

\$17,400.00

NOTES:

Please note that your current radiant floor heat distribution system (tubing embedded in concrete) appears to be insufficient and therefore when outdoor temperatures start to decrease so does the ability of the floor to properly maintain temperature. Unfortunately, there is nothing you can do about the amount of tubing in the floor and you will continue to experience the same type of heating issues when outdoor temperatures start to fall. With that being said I would like to make sure you are aware that I am suggesting to get the boilers replaced as planned and plan for additional overhead heating to make up the heat needed. I am suggesting that we get you a price to install additional radiant overhead tube heat. This will essentially make your heating system a two-stage heating system. The first stage of heat will be the boiler's warming up the concrete and providing approximately all the heat you need until the temperatures really drop outdoors. When needed the radiant overhead tube heat will turn on to give you your additional heating needed.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-71

A RESOLUTION APPROVING THE PURCHASE OF A BOSS SNOW BLADE FOR A 2017 GMC SIERRA 2500HD DOUBLE CAB 4X4 PICK-UP TRUCK FOR THE ELECTRIC DEPARTMENT

WHEREAS, City Council and the Board of Light and Power recently approved the purchase of two 2017 GMC Sierra 2500HD Double Cab 4x4 Pick-up Trucks; and

WHEREAS, the Electric Superintendent, Mike Hyland recommends that the City purchase a snow blade to be utilized by one of the new trucks and after seeking bids, recommends that the City purchase a Boss Snow Blade from Bader & Sons in the amount of \$5,537.00, a copy of a memo from the Electric Superintendent and quote are attached as Exhibit A; and

WHEREAS, at its regularly scheduled meeting on August 15, 2017, the Board of Light and Power voted to recommend that City Council approve the purchase of a Boss Snow Blade from Bader & Sons in the amount of \$5,537.00, a copy of a memo from the Electric Superintendent and quote are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to purchase a Boss Snow Blade from Bader & Sons in the amount of \$5,537.00, 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: August 21, 2017

Monique I. Miller, City Clerk



JOHN DEERE



Quote Summary

Prepared For:
City Of Portland
451 Morse Rd
Portland, MI 48875

Prepared By:
Michael Beard
Bader & Sons Co.
6018 E Grand River Ave
Portland, MI 48875
Phone: 517-647-4164
mbeard@badersjdealer.com

Quote Id: 15840024
Created On: 07 August 2017
Last Modified On: 08 August 2017
Expiration Date: 29 September 2017

Equipment Summary	Suggested List	Selling Price	Qty	Extended
BOSS BOSS 7'6" Poly Straight	\$ 6,260.00	\$ 5,537.00 X	1 =	\$ 5,537.00
Equipment Total				\$ 5,537.00

Quote Summary

Equipment Total	\$ 5,537.00
SubTotal	\$ 5,537.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 5,537.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 5,537.00

**Exhibit
A**

Salesperson : X _____

Accepted By : X _____

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

August 16th, 2017

Re: Light & Power Board Recommendations to City Council

City Council
City Manager

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#1-Terminate the purchase power agreement (PPA) that we executed with resolution 16-43, (June 6th, 2016) for the Huron Wind Power project through MPPA.

Replace the purchase power agreement (PPA) with Pegasus Wind Power, and authorize the Member Authorized Representative to sign and execute the Pegasus Wind PPA.

Note: The Huron Wind project located in Huron County, Mi. ran into some local opposition. Huron County controlled zoning for county and the specific township that the wind power turbines were to be located, opposed any additional wind turbines. The township voters through referendum gained control of zoning for the township, and would not let anymore turbines be built.

The MPPA was able to secure a Purchase Power Agreement (PPA) with Pegasus Wind Power through NextEra. The price is the same, along with the quantity for Portland. Pegasus Wind is located in Tuscola County, with local residents in favor of their project.

#2-Replace the two boilers in warehouse/garage which are junk/and not working.

Pleune Service Co.-----	\$20,650.00
Myers Heating and Plumbing-----	\$21,850.00
ESI Heating and Cooling-----	\$17,400.00

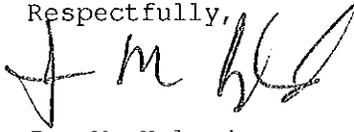
Recommend ESI Heating and Cooling. Both ESI and Pleune quoted 79,000 btu units, which would replace the existing 133,000 btu units. As an addendum, we asked ESI to upgrade to 129,000 btu units to provide for redundancy. This would add \$3280.

#3-Purchase snow plow for one of the new pickup trucks through Bader and Sons (John Deere). Ken Gensterblum received quotes for these for us, but had two responses.

Bobcat-----\$6084.00
Bader & Sons-----\$5537.00

MIDEAL doesn't offer snow plows, but Bader reduces the price from \$6260.00 to \$5537.00 to compensate for the difference.

Respectfully,



Jon M. Hyland

City of Portland, Board of Light & Power

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-72

**A RESOLUTION APPROVING THE PURCHASE OF A BOSS DXT DUAL TRIP
SNOW PLOW FROM BADERS & SONS FOR THE
DEPARTMENT OF PUBLIC WORKS**

WHEREAS, the Department of Public Works (DPW) recently purchased a 2016 GMC Sierra 3500HD Dump Truck and needs to equip the truck with a snow plow; and

WHEREAS, the DPW Foreman has sought bids and recommends that City Council approve the purchase of a Boss DXT Dual Trip Snow Plow for the amount of \$6,924.00, 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 Boss DXT Dual Trip Snow Plow for the amount of \$6,924.00, 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: August 21, 2017

Monique I. Miller, City Clerk



JOHN DEERE



Quote Summary

Prepared For:
City Of Portland Dpw
451 Morse Rd
Portland, MI 48875

Prepared By:
Michael Beard
Bader & Sons Co.
6018 E Grand River Ave
Portland, MI 48875
Phone: 517-647-4164
mbeard@badersjddealer.com

Quote Id: 15638568
Created On: 30 June 2017
Last Modified On: 08 August 2017
Expiration Date: 28 July 2017

Equipment Summary	Suggested List	Selling Price	Qty	Extended
BOSS 9'2" V DXT DUAL TRIP PLOW	\$ 8,476.00	\$ 6,924.00 X	1 =	\$ 6,924.00
Equipment Total				\$ 6,924.00

Quote Summary

Equipment Total	\$ 6,924.00
SubTotal	\$ 6,924.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 6,924.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 6,924.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 15638568

Customer: CITY OF PORTLAND DPW

BOSS 9'2" V DXT DUAL TRIP PLOW				
Hours:	0			Suggested List
Stock Number:				\$ 8,476.00
				Selling Price
				\$ 6,924.00
Code	Description	Qty	Unit	Extended
Non Contract	Boss 9'2" V DXT DUAL TRIP PLOW	1	\$ 7,760.00	\$ 7,760.00
Dealer Attachments				
MISC	MSC09279 Bumper Trim Kit	1	\$ 130.00	\$ 130.00
MISC	Bader "logo" Snow Flap	1	\$ 136.00	\$ 136.00
	Dealer Attachments Total			\$ 266.00
Other Charges				
	Setup	1	\$ 450.00	\$ 450.00
	Other Charges Total			\$ 450.00
	Suggested Price			\$ 8,476.00
Customer Discounts				
	Customer Discounts Total		\$ -1,552.00	\$ -1,552.00
Total Selling Price				\$ 6,924.00



Bobcat®

Product Quotation

Quotation Number: 25395D026057

Date: 2017-08-04 15:27:09

Ship to	Bobcat Dealer	Bill To
City of Portland Attn: Ken Gensterblum 259 Kent Street Portland, MI 48875 Phone: (517) 647-6129 Fax: (517) 647-2938	Bobcat of Lansing, Lansing, MI 3237 WEST MILLER ROAD LANSING MI 48911-4431 Phone: (517) 394-1155 Fax: (517) 394-1550 ----- Contact: Gary Rawlings Phone: 517-394-1155 Fax: 517-394-1550 E Mail: r.gary@bobcatoflansing.com	City of Portland Attn: Ken Gensterblum 259 Kent Street Portland, MI 48875 Phone: (517) 647-6129 Fax: (517) 647-2938

Description	Part No	Qty	Price Ea.	Total
Boss 9'2" Steel DXT Blade crate	MSC15002B	1	\$2,455.00	\$2,455.00
Boss DXT plow box	MSC15002B	1	\$4,600.00	\$4,600.00
Boss undercarriage		1	\$595.00	\$595.00
Boss V blade wiring kit	MSC15100	1	\$485.00	\$485.00
Boss headlight adaptors		1	\$145.00	\$145.00
Assembly and installation		1	\$450.00	\$450.00
Boss GMC bumper trim kit	MSC09295	1	\$155.00	\$155.00
Total of Items Quoted				\$8,885.00
Discount	In store Discount			(\$1,910.00)
Quote Total - US dollars				\$6,975.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance: _____ **Purchase Order:** _____

Authorized Signature: _____

Print: _____ **Sign:** _____ **Date:** _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-73

**A RESOLUTION APPROVING AND ADOPTING THE PROPOSED REVISIONS
TO THE CITY OF PORTLAND EMPLOYEE HANDBOOK**

WHEREAS, the City adopted its current employee handbook on January 18, 2016; and

WHEREAS, during the course of administering the provisions of the handbook, city staff will note areas that require fine-tuning and revising; and

WHEREAS, City staff recommends the following revisions to the handbook:

- 1.) Page 9. Normal Workweek/Workday – Nonexempt Employees
Add “*Ambulance Personnel typically work 24-hour shifts. When calculating overtime for ambulance personnel, the City will consider hours worked and follow the Fair Labor Standards Act. Paid time off (i.e., vacation, sick, or personal) will not be used in the computation of overtime.*”
- 2.) Page 14. Holidays
Add “*Part-time Ambulance Personnel are only eligible for holiday pay (time and one-half) when they work the holidays recognized by the City, excluding the employee’s birthday and floating holiday. Ambulance Personnel will not be paid for holidays that they do not work because this is a full-time employee benefit.*”
- 3.) Page 17. Section 2. Insurance
Amend the provision relating to COBRA to provide for “*up to forty-two (42) months.*” –currently provides for twenty-four (24).

WHEREAS, the above referenced proposed revisions are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves and adopts the proposed revisions as stated above and 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: August 21, 2017

Monique I. Miller, City Clerk



CITY OF PORTLAND EMPLOYEE HANDBOOK

the minds of the all involved, rather than to arbitrarily limit the time. You will not be reprimanded or made to suffer harassment or retaliation in any way as a result of utilizing this procedure.

In keeping with the spirit of this procedure, all employees are expected to obey all directives given to them by management with the understanding that they may later pursue the complaint procedure above. Failure to follow a supervisor's directive may be considered insubordination and subject an employee to discipline, up to and including discharge.

NORMAL WORKWEEK/WORKDAY – NONEXEMPT EMPLOYEES

The normal workday for full-time employees will consist of eight (8) hours. The normal workweek will consist of forty (40) hours in a workweek. This section will not be construed as a guarantee of any number of hours per day or days per workweek. Full-time Employees that are approved to work more than eight (8) in a day or forty (40) in a workweek will be paid overtime in accordance with the Fair Labor Standards Act at one and a half time (1 ½) the employee's regular rate. Employees are responsible for accurately and timely recording all time worked.

Ambulance Personnel typically work 24-hour-shifts. When calculating overtime for Ambulance Personnel the City will consider hours worked and follow the Fair Labor Standards Act. Paid time off (i.e., vacation, sick, or personal) will not be used in the computation of overtime.

NORMAL WORKWEEK/WORKDAY EXEMPT EMPLOYEES

Some executive, management, administrative, and professional positions are exempt from the overtime provisions of the Fair Labor Standards Act. Exempt employees will be notified of their exempt status. Exempt employees normally will receive their full salary for any week in which they perform any work, without regard to the number of days or hours worked, subject to the deductions authorized by the Fair Labor Standards Act. However, exempt employees need not be paid for any workweek in which they perform no work at all for the City. Further, any payment issued to an exempt employee as an award for services performed must be approved by the City Manager and does not alter the employee's exempt status.

It is expected that exempt employees maintain a consistent presence at the City. The consistent physical presence of our exempt employees is critical to effective teamwork, customer relations, the supervision of employees, and the overall success of the City. Exempt employees are generally expected to work a minimum of 40 hours in a workweek and may be required to work more than 40 hours in a workweek to meet the demands of the position or to attend after hours meetings and events. Exempt employees are expected to work during the City's regular business hours.

The City recognizes that exempt employees will, from time to time, need time away from work. In the event that an exempt employee is absent for a whole day, the exempt employee will be required to use his or her sick leave bank, if the absence is caused by illness as set forth in the Sick Leave policy. If the absence has caused the need for a personal day, as set forth in the Personal

*One (1) day each year to be agreed upon between the Employer and Employees.

Three (3) work days following Christmas (Does not apply to Ambulance personnel).

Ambulance Personnel: Because there are scheduling difficulties, the 14 holidays (14 x 8 hours =112 hours) will be accumulated as they are earned and paid in one lump sum check the first paycheck in June of each year. If an employee terminates their employment, they will not receive vacation credit for holidays occurring after the last day worked, even though the holiday may fall within the period of this projected terminal vacation leave.

Part-time Ambulance Personnel are only eligible for holiday pay (time and one-half) when they work the holidays recognized by the City, excluding the employee's birthday and floating holiday. Ambulance Personnel will not be paid for holidays that they do not work because this is a full time employee benefit.

Employees eligible for holiday pay are subject to the following conditions and qualifications: The employee must work their hours on their last regularly scheduled day before and their first regularly scheduled day after the holiday unless on an approved leave of absence such as FMLA; The employee must not be on layoff which began more than seven (7) calendar days prior to the holiday; The employee must not be suspended for disciplinary reasons, provided, however, that if such suspension is reversed by the City Manager, the employee will receive the applicable holiday pay; The employee must not be on leave of absence; An employee who is scheduled to work on a holiday but fails to report to work unless otherwise excused shall not be entitled to holiday pay. When a holiday falls on a Sunday, Monday will be considered the holiday for the purposes of this provision. When a holiday falls on a Saturday, Friday will be considered the holiday. If an employee is required to work any of the three (3) workdays following Christmas, he/she will receive another day off at the rate of time and one-half (1-1/2).

VACATION

Employees shall be granted a vacation with pay in accordance with the following schedule:

From 1 year to 5 years	10 days per year (80 hrs.)
From 5 years to 10 years	15 days per year (120 hrs.)
10 years plus	20 days per year (160 hrs.)

(Ambulance Only Schedule)

From 1 year to 5 years	120 hrs.
From 5 years to 10 years	180 hrs.
10 years plus	240 hrs.

Employees hired prior to July 1, 1998 shall be given a maximum of 25 vacation days for service of 15 years and over.

1. All Employees that are eligible for and opt for insurance coverage through the City will contribute 20% as premium sharing for health insurance including hospitalization, dental and vision, health savings accounts, and claims tax.

2. The City agrees to pay the premium for hospitalization insurance for future retirees, until they attain the age of 65 or are eligible for Medicare, whichever is first, based on the following formula: The City will pay for one twenty-fifth (1/25) of the monthly hospitalization premium for each year of service. Eligible Retirees shall contribute to the Health Insurance Premium at the same rate that active employees contribute. Retirees shall not be eligible for hospitalization insurance at City expense unless they are receiving MERS retirement funds, have attained the age of 55, and have at least 10 years of service at the time of retirement from City employment. Employees who retire prior to age 55 are not eligible for this benefit until they attain the age of 55. Should the retiree accept a position which would qualify him/her for medical benefits at another place of employment, the retiree will forfeit eligibility for the City's retiree medical plan while employed with said employer.

No retiree health care for employees hired after July 1, 2013. Employees hired after July 1, 2013 must contribute 3% of wages into a Health Care Savings Plan (HCSP).

Employees who have not reached the age of 55 and who are receiving MERS retirement funds will be given an extension to COBRA (18 months) up to forty two (42) months, for a total of sixty (60) months under the COBRA statutes.

Employees who have hospitalization insurance from another source may decline coverage offered by the City and receive a capped payment in lieu of health insurance coverage in the amount of \$1,200 for all current non-union employees. Employees hired after July 1, 2013 are not eligible for payment in lieu of insurance.

COBRA NOTIFICATION

- a. The consolidated Omnibus Budget Reconciliation Act (COBRA) was enacted in 1986 and requires the City to offer coverage in their group health plan to certain former employees and their families subject to the provisions of COBRA. COBRA is the opportunity for a temporary extension of health plan coverage (continuation coverage) at group rates at the employee's expense subject to the provisions of the law. Employees with questions regarding COBRA should contact Human Resources.

LONG TERM DISABILITY INSURANCE

The City provides a long-term disability insurance program which equals 66 and two-thirds percent (66 2/3%) of the employee's biweekly wage. The maximum amount per month is \$2,500.00. There is a thirty (30) day waiting period to qualify for this benefit. The maximum length of time an employee may remain on disability is twenty-four (24) months. Employees may use sick or vacation time to bring their payment up to 100% of their biweekly wage. For illnesses that extend more than thirty (30) days, an employee must apply for long-term disability.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-74

**A RESOLUTION APPROVING A TRAFFIC CONTROL ORDER ESTABLISHING A SPEED
LIMIT FOR RINDLEHAVEN COMMONS, WILD PLUM STREET
AND RINDLE BLUFF DRIVE**

WHEREAS, Rindlehaven is a subdivision located in the City of Portland that has three (3) streets (Rindlehaven Commons, Wild Plum Street, Rindle Bluff Drive) that were recently approved and accepted as public streets maintained by the City; and

WHEREAS, due to the total length of the roadway and having one point of interest, a traffic study is not required as 25 MPH is the lowest speed that can be assigned to a public road; and

WHEREAS, the Chief of Police and City Manager are recommending that City Council approve Traffic Control Order 17-01, 17-02, and 17-03, collectively attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Traffic Control Order 17-01, 17-02, and 17-03, collectively 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: August 21, 2017

Monique I. Miller, City Clerk



**TRAFFIC CONTROL ORDER
CONTROLLING SPEED ON PORTLAND CITY STREETS**

TRAFFIC CONTROL ORDER NO. 17-01

Pursuant to 1949 PA 300, as amended, we jointly requested an engineering and traffic investigation for Rindlehaven Commons located in the City of Portland, in Ionia County.

After reviewing the investigation results we have determined a reasonable and safe speed limit under the existing conditions at the intersection or any other place or part of such highway hereafter described, and we hereby direct the local road authority to erect and maintain appropriate signs, to comply with the Michigan Manual of Uniform Traffic Control Devices, which give notice of the following: A speed limit of twenty-five (25) mph on Rindlehaven Commons from Rowe Avenue to Wild Plum St.

Any Traffic Control Orders previously made with respect to the above are rescinded and superseded: Not Applicable

This order takes effect after it is approved by the ordinance making body, filed with the City Clerk, and signs giving notice have been erected.

Signed:

Chief of Police: _____

City Manager: _____

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF IONIA)

I, _____, the duly qualified and acting Clerk of the City of Portland, do hereby certify the foregoing is a true and complete copy of a Traffic Control Order approved by the City Council at a meeting held on _____, 20____, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed by official signature this _____ day of _____, 20____.

City Clerk



**TRAFFIC CONTROL ORDER
CONTROLLING SPEED ON PORTLAND CITY STREETS**

TRAFFIC CONTROL ORDER NO. 17-03

Pursuant to 1949 PA 300, as amended, we jointly requested an engineering and traffic investigation for Rindle Bluff Dr. located in the City of Portland, in Ionia County.

After reviewing the investigation results we have determined a reasonable and safe speed limit under the existing conditions at the intersection or any other place or part of such highway hereafter described, and we hereby direct the local road authority to erect and maintain appropriate signs, to comply with the Michigan Manual of Uniform Traffic Control Devices, which give notice of the following: A speed limit of twenty-five (25) mph on Rindle Bluff Dr. from Wild Plum St. to cul de sac.

Any Traffic Control Orders previously made with respect to the above are rescinded and superseded: Not Applicable

This order takes effect after it is approved by the ordinance making body, filed with the City Clerk, and signs giving notice have been erected.

Signed:

Chief of Police: _____

City Manager: _____

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF IONIA)

I, _____, the duly qualified and acting Clerk of the City of Portland, do hereby certify the foregoing is a true and complete copy of a Traffic Control Order approved by the City Council at a meeting held on _____, 20____, the original of which is on file in my office. Public notice of said meeting was given pursuance to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed by official signature this _____ day of _____, 20____.

City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-75

A RESOLUTION APPOINTING A VOTING DELEGATE AND ALTERNATE TO REPRESENT THE CITY OF PORTLAND AT THE 2017 MICHIGAN MUNICIPAL LEAGUE (MML) CONFERENCE

WHEREAS, each participating municipality may send a voting delegate to the annual MML conference and designate one other official to serve as an alternate; and

WHEREAS, Mayor Pro-Tem VanSlambrouck and Council Members Baldyga and Johnston are attending the 2017 MML conference in Holland, September 13-15, 2017; and

WHEREAS, Mayor Pro-Tem VanSlambrouck has agreed to serve as the voting delegate for the City of Portland and Council Member Baldyga will serve as the alternate.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council appoints Mayor Pro-Tem VanSlambrouck as the voting delegate for the 2017 MML conference.
2. The Portland City Council appoints Council Member Baldyga to serve as the alternate voting delegate.
3. 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: August 21, 2017

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

Mayor Pro-Tem VanSlambrouck, supported by Council Member Fitzsimmons, made a motion to adopt the following resolution:

RESOLUTION NO. 17-76

**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 appointment:

Downtown Development Authority

-Randy Hodge to a term expiring June 30, 2018

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: August 21, 2017

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 7, 2017

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons and Baldyga; City Manager Gorman; City Clerk Miller; Police Chief Kirk; Electric Superintendent Mike Hyland; DDA Director Conner Wellman

Absent: Council Member Johnston

Guests: Michael McGeehan, President of GRP Engineering; Jim Spaulding; Kathy Parsons; Eric Proctor; Karen Bota with the Sentinel-Standard

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

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

Motion by Fitzsimmons, supported by Baldyga, to excuse the absence of Council Member Johnston.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

Under Public Comment, Jim Spaulding stated his complaint with the policy that allowed a past due utility charge of \$4.91 was added to his summer property tax bill. He purchased his home early this summer. The past due utility charge was outstanding from the previous owner's tenant.

Mayor Barnes and City Clerk Miller explained this practice is set by City Ordinance and that unpaid utility bills are a lien on the property. In most cases, unpaid charges the title company that handles the sale of a property will check with the City for unpaid balances that may be a lien on the property.

There was discussion.

Under City Manager Report, City Manager Gorman stated the small white building on the McDonald's property has been demolished. The reconstruction project is on schedule. Crews have been working on the elimination of curb cuts and installing new curbs and sidewalks. McDonald's will be installing a monument sign along Grand River Ave. as permitted under the Sign Ordinance.

The painting of the water tower has been completed and looks great. The new logo provides a fresh, new impression.

City Staff has received a preliminary design of Phase II from the owners of Rindlehaven. The review process is underway.

The Planning Commission will meet on Wednesday, August 9, 2017. An application for Special Land Use that was submitted to operate a daycare at 1323 E. Bridge St. has been withdrawn as the licensing process through the State of Michigan is more complicated and will take longer than anticipated. The Planning Commission will hold a site plan review for Grand Hearing Center to remodel the old Portland Federal Credit Union drive thru located at 1220 E. Bridge St. into an appealing medical office building.

The due diligence phase of the purchase agreement with Sparrow is ongoing. The City is still working with Consumers Energy to release the easements they hold on the property along Grand River Ave. and Cutler Rd.

City Manager Gorman some recent personnel changes. Scott Honsowitz was selected to be the new foreman of the Electric Department upon the retirement of Scott Cassel. It has also been decided that the recreation coordinator position, previously held by Parks, Recreation & Cemetery Director Brown, should be filled. The position has been posted in several locations through August 31, 2017.

The James Street Improvement Project has been let for bid. The bid opening will be held on August 31, 2017 at 2:00 P.M. The goal is to award the project at the following Council meeting on Tuesday, September 5, 2017.

The DDA has approved the proposal submitted by Fleis & VandenBrink to explore the development of a splash pad in Portland.

Muffler Man is still planning to move forward with the redevelopment of the property at 738 E. Grand River Ave.

St. Patricks Church/School is considering the construction of a new field house at Father Flohe Field. The City is working with them to address the challenges.

The process of rolling out the curbside recycling service has begun. Granger will be delivering recycling carts throughout the month of August. The first recycling pickup will take place on Monday, September 11, 2017.

Under Presentations, Mr. McGeehan of GRP Engineering presented a summary of the 2016 Coordination Study and recommendations for the Electric Department. An in depth review of the entire electric distribution system was conducted and reviewed for placing of protective devices.

DDA/Main Street Director Wellman presented the DDA Report and information on Beerfest on the Bridge to be held Saturday, August 12, 2017. Timothy Fuller of Windy Book Companies has purchase five contiguous buildings on Kent St., including the ones that comprise the Opera House. Mr. Fuller has created Opera Block Properties and Portland Hospitality Group, He expects to enroll 18 full-time employees. He applied for and received a Façade Grant through the DDA in the amount of \$5,000.00 to repair brick work on the river side of building #4.

The Positively Portland #miportland video launch and promotion has been a great success. Initial reaction to a Facebook post in regard to the potential development of a splash pad in Portland was fantastic. The post reached 7,927 individuals, there were 130 likes, 27 shares and 38 positive comments. There were no negative comments.

Eric Proctor provided additional information on sponsors and activities related to Beerfest on the Bridge.

Under New Business, the Council considered Resolution 17-66 to approve the recommendation of the Board of Light and Power to approve the purchase of supplies and material and a proposal from GRP Engineering to assist with the implementation of the project related to the 2016 Coordination Study to improve system reliability. Recommendations include the installation of 24 fault interrupting switches and 4 SEL-35R controllers at various locations in the service area. At its regularly scheduled meeting on July 18, 2017 the Board of Light and Power voted to recommend the above for the estimated amount of \$400,140.00.

Mayor Pro-Tem VanSlambrouck stated his feeling that this is a great project to ensure the quality of life and safety of Portland's citizens.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-66 approving the recommendation of the Board of Light and Power to approve the purchase of supplies and material and proposal from GRP Engineering to assist with the implementation of the project related to the 2016 System Coordination Study.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Barnes

Nays: None

Absent: Johnston

Adopted

The Council considered Resolution 17-67 to approve, authorize, and direct the Mayor to sign the Joint Funding Agreement for the operation of the Streamgaging Station. The City operates a hydroelectric plant that is licensed by the Federal Energy Regulatory Commission (FERC). The City's FERC license requires it to jointly fund the operation of the Streamgaging station on the Grand River with the U.S. Geological Survey, U.S. Department of the Interior. The proposed joint funding agreement is for the period of October 1, 2016 through September 30, 2017 and is in the amount of \$7,850.00.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 17-67 approving, authorizing, and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

The Council considered Resolution 17-68 to confirm the Mayor's appointments to City Boards and Commissions.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-68 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Barnes

Nays: None
Absent: Johnston
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 July 17, 2017, payment of invoices in the amount of \$77,835.97 and payroll in the amount of \$107,127.93 for a total of \$184,963.90. A purchase order to Visco in the amount of \$11,112.00 for cast iron street lights, to be purchased through the DDA, was included.

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

Under City Manager Comments, City Manager Gorman stated the Red Mill Community Day/Business Showcase will be held at the Red Mill Pavilion on Saturday, August 26, 2017 from 9:00 A.M. TO 2:00 P.M. He also reminded residents to watch their speed on City streets as the new school year will be starting soon.

City Manager Gorman thanked DDA/Main Street Director Conner Wellman for all of her efforts. She is doing a great job in her new position, it's great to have her as part of the City's team.

Under Council Comments, Mayor Barnes reminded residents about the Special Election tomorrow for the Ionia County ISD Special Education Millage Proposal. Polls are open from 7:00 A.M. to 8:00 P.M.

Mayor Pro-Tem VanSlambrouck commented that the VFW will hold a Portland Area Veteran's Recognition Picnic Sunday, August 20, 2017 from 1:00 – 3:00 P.M.

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

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

Meeting adjourned at 8:18 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the August 7, 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 and Baldyga; City Manager Gorman; City Clerk Miller; Police Chief Kirk; Electric Superintendent Mike Hyland; DDA Director Conner Wellman

Absent – Council Member Johnston

Public Comment - Jim Spaulding stated his complaint with the policy that allowed a past due utility charge of \$4.91 was added to his summer property tax bill.

Presentation - Mr. McGeehan of GRP Engineering presented a summary of the 2016 Coordination Study and recommendations for the Electric Department.

Presentation - DDA/Main Street Director Wellman presented the DDA Report and information on Beerfest on the Bridge to be held Saturday, August 12, 2017.

Approval of Resolution 17-66 approving the recommendation of the Board of Light and Power to approve the purchase of supplies and material and proposal from GRP Engineering to assist with the implementation of the project related to the 2016 System Coordination Study.

All in favor. Adopted.

Approval of Resolution 17-67 approving, authorizing, and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

All in favor. Adopted.

Approval of Resolution 17-68 confirming the Mayor's appointments to City Boards and Commissions.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:18 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	872.93
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	120.00
B&W AUTO SUPPLY, INC.	00030	SUPPLIES, PARTS - CEM, PARKS, ELEC, MTR POOL	2,291.93
CENTURYLINK	01567	PHONE - GEN, ELEC, WW, WTR MP	3.61
CHROUCH COMMUNICATION, INC.	00082	RADIO INSTALL #654 - MTR POOL	288.52
CHROUCH COMMUNICATION, INC.	00082	2 SHOULDER MICS - POLICE	190.00
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	423.56
CINTAS-725	00083	UNIFORM AND RUG CLEANING - VARIOUS DEPTS	910.00
CLARK HILL PLC	01422	JULY LEGAL SERVICES -CODE	252.00
CONSUMERS ENERGY	00095	GAS SERVICES - ELECTRIC	21.65
COOK BROS EXCAVATING	00101	RESTORATION ON MARSALLE - ELECTRIC	1,040.50
ELHORN ENGINEERING	00139	EL-CHLOR 5 GAL - WATER	391.95
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE - WASTE- WTR	152.58
GREAT LAKES COATINGS	00178	CRACK SEALER - MAJ STS, LOC STS	1,209.60
GREAT LAKES COATINGS	00178	CRACK SEALER - MAJ STS, LOC STS	2,419.20
CITY OF IONIA	00204	LAB TEST - WATER	20.00
CITY OF IONIA	00204	LAB TEST - WATER	20.00
I.T. RIGHT	02440	COMPUTER - GENERAL	854.00
KEUSCH SUPER SERVICE	00228	PROPANE FILL - MTR POOL	237.00
KEUSCH SUPER SERVICE	00228	PROPANE FILL - MTR POOL	158.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - POLICE	18.00
LANSING UNIFORM COMPANY	00962	ASST UNIFORMS - POLICE	273.75
LANSING UNIFORM COMPANY	00962	UNIFORMS - POLICE	293.70
LAW OFFIC CRYSTAL MORGAN PLLC	MISC	RITE AID MTT APPEAL - ASSESSING	175.50
MHR BILLING	01780	BILLING SERVICE - AMBULANCE	972.00
MICHIGAN.COM	02336	LEGAL NOTICES - GENERAL, CODE	453.28
MICHIGAN ELECTION RESOURCES	00278	WRITE IN CANDIDATE DECLARATION - ELECTIONS	19.95
MOYER CONSTRUCTION	00316	REPAIR/REMOVE DRIVE WAY - ELECTRIC	2,538.25

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MOYER CONSTRUCTION	00316	BLACK MULCH - WATER	17.50
MUNICIPAL SUPPLY CO.	00324	PAINT & HANDICAP BLUE TRAFFIC PAINT - PARKS	72.00
NORTH GRAND RIVER COOP, INC.	00335	LINEN FOR AMB - AMBULANCE	187.15
TNEMEC COMPANY INC.	MISC	SUPPLIES - WASTE WTR	790.95
PURITY CYLINDER GASES, INC.	00380	NITROGEN - AMBULANCE	46.75
RIVERSIDE INTEGRATED SYSTEMS	01441	ANNUAL MONITORING FEE - CITY HALL	300.00
SENTINEL-STANDARD, INC.	00212	LEGAL NOTICES - CODE	140.75
SHERWIN-WILLIAMS	01746	PAINT FOR PARKING LOT LINES - PARKS	197.90
SLC METER LLC	02286	METER - WATER	667.70
ANTHONY SMITH	02449	REIMB FOR CDL EXP- WASTE WTR	145.00
STAPLES BUSINESS ADVANTAGE	00426	OFFICE SUPPLIES - VARIOUS DEPTS	751.32
SUPERIOR ASPHALT INC	02348	ASPHALT PATCH RIVERSIDE DR - WASTE WTR	1,932.25
SUPERIOR ASPHALT INC	02348	PATCH WORK - MAJ STS	3,850.00
SUPPLYGEEKS	02052	COPY PAPER - GENERAL	299.90
SWEET CAROLINES BBQ	MISC	PULLED PORK SAFETY MEETING - VARIOUS DEPTS	150.00
T&R SERVICE COMPANY	02466	PCB ANALYSIS - ELECTRIC	495.00
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	520.05
UPS	MISC	POSTAGE - ELECTRIC	21.47
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	CELL PHONES - VARIOUS	370.52
WALKER PROCESS EQUIPMENT	MISC	2-FLAP GATE, SEAL, COUPLING - WASTE WTR	1,348.37
YOUNG IONIA	MISC	CUT & PROGRAM KEY - ELECTRIC	103.23
YOUNG IONIA	MISC	WIRING PARTS - MTR POOL	49.00
MARY BECKHOLD	01113	WAGES - ELECTIONS	115.70
NOREEN LOGEL	01105	WAGES - ELECTIONS	74.85
YVONNE M. MILLER	00037	WAGES - ELECTIONS	129.74
ARLENE SMITH	02416	WAGES - ELECTIONS	115.70
LINDA BOWER	02417	WAGES - ELECTIONS	66.75
KATHLEEN POHL	01819	WAGES - ELECTIONS	115.70

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CAROL MCLANE	01966	WAGES - ELECTIONS	115.70
KEUSCH SUPER SERVICE	00228	PROPANE FILL - MTR POOL	158.00
GLEN PIPER	MISC	RESIDENTIAL HVAC - ELECTRIC	50.00
TOM MANTING	MISC	RESIDENTIAL HVAC- ELECTRIC	50.00
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	3,399.20
CONSUMERS ENERGY	00095	GAS SERVICE - WST WATER	15.67
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	13.59
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	13.59
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	16.91
CONSUMERS ENERGY	00095	GAS SERVICE - WASTE WTR	203.71
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	25.02
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	13.59
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	95.65
CONSUMERS ENERGY	00095	GAS SERVICES - WATER	17.33
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	1,992.77
AT&T	00686	PHONE SVC - WW	68.86
AT&T	00686	PHONE SERVICE - WASTE WTR	142.65
MI MUNICIPAL LIAB & PROP POOL	00288	PROP & LIAB INSURANCE - VARIOUS DEPTS	83,517.00
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	8,197.69
POWER LINE SUPPLY COMPANY	00389	MATERIALS - ELECTRIC RES 17-52	11,346.24
MUNICIPAL SUPPLY CO.	00324	SUPPLIES - WATER	133.45
UNITED STATE GEOLOGICAL SURVEY	02212	STREAM GAUGE FUNDING - ELECTIRC RES 17-67	7,850.00
KITCH DRUTCHAS WAGNER VALITUTTI	02458	LEGAL SERVICES CELL TOWER - GENERAL	2,110.50
BS&A SOFTWARE	00029	ANNUAL SERVICE/SUPPORT - GENERAL	4,313.00
AUTOMATED BUSINESS EQUIPMENT	00027	SERVICE ON FOLDING MACHINE - GENERAL	1,633.25
JERRY'S ELECTRIC	02467	PADMOUNT TRANSFORMER - ELECTRIC	4,500.00
GRAINGER, INC.	00172	SUPPLIES - WASTE WTR	148.10
CULLIGAN	02130	WATER - POLICE	19.00
STATE OF MICHIGAN	00428	TRAINING - POLICE	65.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STATE OF MICHIGAN	00428	S.O.R - POLICE	30.00
SPRINT	00859	PHONE SVC - POLICE	113.97
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	468.66
FAMILY FARM & HOME	01972	FUEL TRANSFER PUMP- ELECTRIC	319.99
I.T. RIGHT	02440	4 OFFICE 365 EXCHANGE ONLINE EMAIL ACCOUNTS -	160.09
I.T. RIGHT	02440	MODEM FOR CITY HALL - GENERAL	57.00
FAMILY FARM & HOME	01972	PAINT GLOSS WHITE/BRUSH - WATER	20.99
SHERWIN-WILLIAMS	01746	PAINT & PARKING LOT LINES - PARKS	98.95
SHERWIN-WILLIAMS	01746	PAINT - PARKING LOT LINES - PARKS	197.90
SIENA SCHAFER	MISC	REFUND FOR SOCCER - REC	30.00
SLICK SHIRTS SCREEN PRINTING	02003	TENNIS SHIRTS - RECREATION	80.75
SLICK SHIRTS SCREEN PRINTING	02003	TENNIS SHIRTS - REC	75.75
SLICK SHIRTS SCREEN PRINTING	02003	MENS SOFTBALL CHAMP SHIRTS - REC	167.45
MICHIGAN MUNICIPAL LEAGUE	00285	CLASSIFIED ADS FOR REC POSITION - REC	81.10
FLEIS & VANDENBRINK	00153	CONFLUX BREWERY SPILL PLAN & WW REVIEW - WW	65.65
FLEIS & VANDENBRINK	00153	JAMES ST PRELIMINARY DESIGN - LOC ST, WW, WTR	38,645.16
AUTOMATED BUSINESS EQUIPMENT	00027	NEW MAILING MACHINE, INK AND LABELS - GENERAL	4,721.00
CHERRY HILL ESTATES	02081	3RD QUARTER ASSOCIATION FEES - ECON DEV	60.06
I.T. RIGHT	02440	COMPUTERS - VARIOUS DEPTS	2,510.00
ABRAHAM & GAFFNEY, P.C.	00002	PRELIM AUDIT WORK - VARIOUS DEPTS	5,000.00
CORE TECHNOLOGY CORPORATION	02419	SERVICES DATA CONVERSION- POLICE	3,750.00
CITY OF PORTLAND - PETTY CASH	00701	POSTAGE, MILEAGE REIMB, SUPPLIES - VARIOUS DEP	256.94
GRANGER CONTAINER SERVICE	00175	REFUSE - CEM, PARKS, MTR POOL	374.26
Total:			\$217,585.43

**BI-WEEKLY
WAGE REPORT
August 14, 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.	8,929.53	35,890.25	2,561.70	11,278.92	11,491.23	47,169.17
ASSESSOR	887.06	3,689.20	67.86	733.23	954.92	4,422.43
CEMETERY	4,396.68	17,136.35	1,609.50	4,596.70	6,006.18	21,733.05
POLICE	21,083.53	64,119.74	6,071.29	19,521.64	27,154.82	83,641.38
CODE ENFORCEMENT	628.22	2,519.06	154.04	853.26	782.26	3,372.32
PARKS	2,504.03	11,722.85	416.82	1,689.48	2,920.85	13,412.33
INCOME TAX	1,907.95	7,460.84	942.83	3,000.79	2,850.78	10,461.63
MAJOR STREETS	3,404.43	12,070.45	2,277.46	7,274.22	5,681.89	19,344.67
LOCAL STREETS	2,548.36	11,401.68	1,503.36	6,135.31	4,051.72	17,536.99
RECREATION	823.25	3,290.84	294.19	1,278.82	1,117.44	4,569.66
AMBULANCE	11,361.28	43,785.00	2,147.53	11,061.02	13,508.81	54,846.02
DDA	2,115.38	8,461.52	383.93	1,082.12	2,499.31	9,543.64
ELECTRIC	14,914.21	76,698.39	6,835.97	25,456.67	21,750.18	102,155.06
WASTEWATER	8,699.52	35,881.73	4,160.85	14,857.86	12,860.37	50,739.59
WATER	4,702.78	19,389.69	2,144.67	8,845.37	6,847.45	28,235.06
MOTOR POOL	2,238.00	9,185.00	1,682.99	6,508.84	3,920.99	15,693.84
TOTALS:	91,144.21	362,702.59	33,254.99	124,174.25	124,399.20	486,876.84

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PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	07/31/2017 NORMAL (ABNORMAL)	MONTH 07/31/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,008,150.00	63,565.62	63,565.62	944,584.38	6.31
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,500.00	1,717.81	1,717.81	(217.81)	114.52
101-000-445.000	PENALTY & INTEREST	3,000.00	0.00	0.00	3,000.00	0.00
101-000-447.000	TAX COLLECTION FEES	40,000.00	1,686.48	1,686.48	38,313.52	4.22
101-000-451.000	BUSINESS PERMITS	100.00	0.00	0.00	100.00	0.00
101-000-453.000	CABLE TV FEES	30,000.00	0.00	0.00	30,000.00	0.00
101-000-455.000	TRAILER FEES	400.00	39.00	39.00	361.00	9.75
101-000-476.000	NON-BUSINESS PERMITS	0.00	3,428.00	3,428.00	(3,428.00)	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	900.00	0.00	0.00	900.00	0.00
101-000-570.000	LIQUOR FEES	3,100.00	0.00	0.00	3,100.00	0.00
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	70,000.00	0.00	0.00	70,000.00	0.00
101-000-575.000	REVENUE SHARING-CONST SALES	304,860.00	0.00	0.00	304,860.00	0.00
101-000-576.000	REVENUE SHARING-STAT SALES	106,266.00	0.00	0.00	106,266.00	0.00
101-000-620.000	PBT TESTING FEES	5,000.00	247.00	247.00	4,753.00	4.94
101-000-623.000	TRANSCRIPT FEES	1,000.00	42.00	42.00	958.00	4.20
101-000-624.000	MISCELLANEOUS FEES	0.00	34.79	34.79	(34.79)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	26,587.00	26,587.00	292,270.00	8.34
101-000-630.000	CEMETERY LOT SALES	1,200.00	850.00	850.00	350.00	70.83
101-000-633.000	CEMETERY CARE FEES	4,000.00	0.00	0.00	4,000.00	0.00
101-000-634.000	GRAVE OPENING FEES	5,000.00	300.00	300.00	4,700.00	6.00
101-000-656.000	DISTRICT COURT FINES	10,000.00	667.13	667.13	9,332.87	6.67
101-000-661.000	PARKING FINES	2,400.00	170.00	170.00	2,230.00	7.08
101-000-662.000	DRUG FORFEITURE MONEY	1,000.00	0.00	0.00	1,000.00	0.00
101-000-663.000	MISCELLANEOUS FINES	1,500.00	103.00	103.00	1,397.00	6.87
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	50.00	50.00	(50.00)	100.00
101-000-667.000	RENTAL INCOME	0.00	265.00	265.00	(265.00)	100.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	0.00	57.38	57.38	(57.38)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	15,000.00	2,865.23	2,865.23	12,134.77	19.10
101-000-678.007	REIMBURSEMENTS-PAMA	1,500.00	0.00	0.00	1,500.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	50,037.00	0.00	0.00	50,037.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	0.00	0.00	32,009.00	0.00
TOTAL REVENUES		2,048,543.00	102,675.44	102,675.44	1,945,867.56	5.01
Expenditures						
100	COUNCIL	244,482.00	726.67	726.67	243,755.33	0.30
101	COMMUNITY PROMOTIONS	291,060.00	35,347.13	35,347.13	255,712.87	12.14
172	CITY MANAGER	159,476.00	15,273.76	15,273.76	144,202.24	9.58
191	ELECTIONS	5,110.00	95.02	95.02	5,014.98	1.86
201	GENERAL ADMINISTRATION	332,268.00	33,358.50	33,358.50	298,909.50	10.04
209	ASSESSING	48,556.00	4,057.32	4,057.32	44,498.68	8.36
265	CITY HALL	53,889.00	3,585.74	3,585.74	50,303.26	6.65
276	CEMETERY	154,240.00	19,356.09	19,356.09	134,883.91	12.55
301	POLICE	701,921.00	60,520.00	60,520.00	641,401.00	8.62
371	CODE ENFORCEMENT	45,432.00	3,842.74	3,842.74	41,589.26	8.46
728	ECONOMIC DEVELOPMENT	6,960.00	1,363.23	1,363.23	5,596.77	19.59
751	PARKS	240,475.00	13,205.51	13,205.51	227,269.49	5.49
TOTAL EXPENDITURES		2,283,869.00	190,731.71	190,731.71	2,093,137.29	8.35
Fund 101 - GENERAL FUND:						

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DB: Portland

PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2017 NORMAL (ABNORMAL)	MONTH 07/31/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
	TOTAL REVENUES	2,048,543.00	102,675.44	102,675.44	1,945,867.56	5.01
	TOTAL EXPENDITURES	2,283,869.00	190,731.71	190,731.71	2,093,137.29	8.35
	NET OF REVENUES & EXPENDITURES	(235,326.00)	(88,056.27)	(88,056.27)	(147,269.73)	37.42

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PERIOD ENDING 07/31/2017

DB: Portland

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	07/31/2017 NORMAL (ABNORMAL)	MONTH 07/31/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		702,550.00	64,019.36	64,019.36	638,530.64	9.11
TOTAL EXPENDITURES		690,347.00	11,518.91	11,518.91	678,828.09	1.67
NET OF REVENUES & EXPENDITURES		12,203.00	52,500.45	52,500.45	(40,297.45)	430.23
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	500.00	500.00	2,000.00	20.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	500.00	500.00	2,000.00	20.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		323,000.00	27,208.29	27,208.29	295,791.71	8.42
TOTAL EXPENDITURES		322,763.00	23,403.31	23,403.31	299,359.69	7.25
NET OF REVENUES & EXPENDITURES		237.00	3,804.98	3,804.98	(3,567.98)	1,605.48
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		926,390.00	13,771.81	13,771.81	912,618.19	1.49
TOTAL EXPENDITURES		926,339.00	36,060.07	36,060.07	890,278.93	3.89
NET OF REVENUES & EXPENDITURES		51.00	(22,288.26)	(22,288.26)	22,339.26	43,702.4
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		106,300.00	6,553.00	6,553.00	99,747.00	6.16
TOTAL EXPENDITURES		113,603.00	6,063.16	6,063.16	107,539.84	5.34
NET OF REVENUES & EXPENDITURES		(7,303.00)	489.84	489.84	(7,792.84)	6.71
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		576,932.00	87,726.39	87,726.39	489,205.61	15.21
TOTAL EXPENDITURES		631,480.00	73,488.81	73,488.81	557,991.19	11.64
NET OF REVENUES & EXPENDITURES		(54,548.00)	14,237.58	14,237.58	(68,785.58)	26.10
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
TOTAL REVENUES		283,000.00	10,635.78	10,635.78	272,364.22	3.76
TOTAL EXPENDITURES		264,129.00	9,660.11	9,660.11	254,468.89	3.66
NET OF REVENUES & EXPENDITURES		18,871.00	975.67	975.67	17,895.33	5.17
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		1,407,900.00	0.00	0.00	1,407,900.00	0.00
NET OF REVENUES & EXPENDITURES		(1,407,900.00)	0.00	0.00	(1,407,900.00)	0.00
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		112,150.00	11,166.69	11,166.69	100,983.31	9.96
TOTAL EXPENDITURES		111,000.00	11,596.89	11,596.89	99,403.11	10.45
NET OF REVENUES & EXPENDITURES		1,150.00	(430.20)	(430.20)	1,580.20	37.41

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DB: Portland

PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2017 NORMAL (ABNORMAL)	MONTH 07/31/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	4,113,225.00	310,922.85	310,922.85	3,802,302.15	7.56
	TOTAL EXPENDITURES	4,863,213.00	317,383.56	317,383.56	4,545,829.44	6.53
	NET OF REVENUES & EXPENDITURES	(749,988.00)	(6,460.71)	(6,460.71)	(743,527.29)	0.86
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,291,666.00	70,391.77	70,391.77	1,221,274.23	5.45
	TOTAL EXPENDITURES	1,441,345.00	74,404.47	74,404.47	1,366,940.53	5.16
	NET OF REVENUES & EXPENDITURES	(149,679.00)	(4,012.70)	(4,012.70)	(145,666.30)	2.68
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	909,089.00	60,131.37	60,131.37	848,957.63	6.61
	TOTAL EXPENDITURES	1,271,679.00	64,420.92	64,420.92	1,207,258.08	5.07
	NET OF REVENUES & EXPENDITURES	(362,590.00)	(4,289.55)	(4,289.55)	(358,300.45)	1.18
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	362,793.00	36,792.73	36,792.73	326,000.27	10.14
	TOTAL EXPENDITURES	425,804.00	61,856.52	61,856.52	363,947.48	14.53
	NET OF REVENUES & EXPENDITURES	(63,011.00)	(25,063.79)	(25,063.79)	(37,947.21)	39.78
TOTAL REVENUES - ALL FUNDS		9,709,595.00	699,820.04	699,820.04	9,009,774.96	7.21
TOTAL EXPENDITURES - ALL FUNDS		12,469,602.00	689,856.73	689,856.73	11,779,745.27	5.53
NET OF REVENUES & EXPENDITURES		(2,760,007.00)	9,963.31	9,963.31	(2,769,970.31)	0.36



PURCHASE ORDER

City of Portland

P.O. # 1039

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR TKR SERVICE
310 WEST Hwy 34
P.O. Box 197
COLMAN, SD 57017

DATE: 8-14-17

582-539-818

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
DISPOSAL OF			\$5672.00
12 PCB			
TRANSFORMERS			
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	

Treasurer Initials _____

Authorized by City Manager _____

(For Purchases over \$500 and less than \$5,000)

310 West Hwy 34
 PO Box 197
 Colman, SD 57017

**SERVICE
 COMPANY**

INVOICE

INVOICE NO.	78549
INVOICE DATE	08/10/17

800-843-7995 • Fax: 605-534-3717 • www.trservice.com

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PORTLAND ELECTRIC DEPT
 ATTN: JON HYLAND
 722 E GRAND RIVER AV
 PORTLAND MI 48875

Terms: Net Cash - 30 Days

ORDER DATE	ORDER NO.	CUST. NO.	CUST. P.O.	SALES	COMMENTS
8/10/17	54852	884		003	

ORDERED QUANTITY	CONFIRMED QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
		THE FOLLOWING TRANSFORMERS WERE RECEIVED FOR DISPOSAL AS SALVAGE.		
1	1	WH 25 KVA #64M12667	725.00	725.00
1	1	TR 25 KVA #081884	875.00	875.00
1	1	VT 5 KVA #65V1462	375.00	375.00
1	1	EM 15 KVA #1401048	503.00	503.00
1	1	DE 10 KVA #0140888	433.00	433.00
1	1	AO 10 KVA #05688545	433.00	433.00
1	1	SE 10 KVA #8705276	433.00	433.00
1	1	WH 10 KVA #63882005	384.00	384.00
1	1	RT 10 KVA #1304716	384.00	384.00
1	1	AO 15 KVA #05336675	453.00	453.00
1	1	OW 5 KVA #6514784	333.00	333.00
1	1	OW 5 KVA #6515901	333.00	333.00

PAY THIS AMOUNT

TOTAL

5,572.00

1 1/2% Finance Charge will be added to the unpaid balance of the invoice if
 not paid within 30 days from date of invoice. This is equivalent to an annual
 percentage rate of 18%.

**Minutes of the Zoning Board of Appeals
Of the City of Portland**
Held on Monday, December 12, 2016 at 7:00 P.M.
In Council Chambers at City Hall

Members Present: Barnes, Graham, Fedewa, Parsons, Stahl

Staff: City Manager Gorman, City Clerk Miller

Guests: Jim Schrauben, Fred Campbell of JML Design Group

City Clerk Miller called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

City Clerk Miller opened the floor for nominations for Chair.

Motion by Barnes, supported by Fedewa, to nominate Parsons as Chair, Stahl as Vice Chair, and Graham as Secretary.

There were no other nominations.

City Clerk Miller closed the floor for nominations and held the vote on the motion.
All in favor. Approved.

There were no public comments.

Motion by Barnes, supported by Graham, to approve the proposed agenda as presented.

Yeas: Barnes, Graham, Stahl, Fedewa, Parsons

Nays: None

Approved

Motion by Graham, supported by Barnes, to approve the minutes of the November 9, 2015 meeting as presented.

Yeas: Graham, Barnes, Fedewa, Stahl, Parsons

Nays: None

Approved

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

City Manager Gorman presented the request by Mr. Campbell to re-establish what has been known as Muffler Man at 738 E. Grand River Ave. If the development proceeds it may be known as Maintenance Man and will offer a broader range of services. The desired development plan requires the addition of two additional service bays which requires a Special Land Use Permit. The developer is seeking relief from the 20 ft. side setback.

City Manager Gorman further noted that he and Zoning Consultant Frederick have met with Mr. Campbell on at least a couple of different occasions to review the proposed site plan.

Mr. Campbell presented the proposed site plan and request for development of Maintenance Man at 738 E. Grand River Ave. He stated that when the property was purchased in 1987 it was a gas station. He further noted that development of a vehicle repair shop requires a Special Land Use Permit. A Special Land Use Permit requires a property width of 150 ft. and the property under review is 119.7 ft. The side yard setback in the C-2 District is 10 ft. but with a Special Land Use Permit the side yard setback is 20 ft.

The properties on either side of the lot in question and across Grand River Ave. are all zoned C-2. The property to the rear is residential but there is a steep grade in between.

Mr. Campbell further explained that there are two repair stalls at this time. The developer needs to have 4 repair stalls in order for the business to be viable. The intent of the business is for non-lengthy repairs that only take 1-2 days. With the proposed addition of two stalls on the east side of the building, the 10 ft. setback can be maintained but the 20 ft. setback cannot be due to the narrowness of the lot.

Mr. Campbell also stated the intent is to replace the building's roof due to disrepair, adding a second story for storage. The curb cuts are existing. Vegetation will be added for screening.

The request for the Special Land Use Permit is scheduled to be heard by the Planning Commission on Wednesday, December 14, 2016, subject to the decision of the board tonight.

Chair Parsons asked which direction the service doors will face and if the east side of the building will be used as a driveway.

Mr. Campbell stated that all doors will face Grand River Ave. The east side of the building will have vegetation added and will not be used as a driveway. He further noted that there will be one handicap-accessible space at the front of the building and there will be three parking spaces at the back of the building. The service stalls will also be counted as parking spaces.

Mayor Barnes asked if there will be parking for customers coming in for business.

Mr. Campbell stated that there will be parking available in front of the service stalls for customers coming in.

Chair Parsons went through the criteria for the request based on the Application for Zoning Variance and Mr. Campbell responded.

Under Criterion #1, the property has always been a repair facility. There is a clause in the Ordinance that states that if the property is not used for one year that it can't go back to its use. The earliest City Ordinance that can be found goes back to 1989 which is two years after it became a vehicle repair station. The Ordinance at that time required a 10 ft. side yard setback under the Special Land Use criteria. The use had to have been approved at some time as a Special Land Use with a 10 ft. variance. If this request is not granted, Mr. Campbell's client has stated that he will have to sell the property as the proposed business will not be economically viable.

City Manager Gorman stated that he and Zoning Administrator Frederick, along with Mr. Campbell, had tried to find alternatives to the proposed design.

Under Criterion #2, the existing lot is narrower than the current Ordinance requires. The parking requirement and topography to the South do not allow for alternative designs.

Under Criterion #3, the simplicity of the symmetrical building and addition design will result in a better visual for the neighborhood. The addition is being built further away from the residential and closer to the adjacent commercial property. Added vegetation will enhance the area as well.

Chair Parsons confirmed that whatever business may be developed on this property will have to contend with the 115' lot width and parking issues.

Mr. Campbell stated that any C-2 approved use would be allowed and wouldn't be bound by the Special Land Use Permit.

Under Criterion #4, the problem existed prior to the current Ordinance. The developer is trying to make an existing building meet the new Ordinance, having met the old Ordinance at a previous point.

Under Criterion #5, the building still meets the C-2 criteria of the Ordinance.

Mr. Schrauben, the owner of the rental property, stated that the wall on the west side is deteriorated.

Mayor Barnes noted that issue would be addressed by the Planning Commission as part of the site plan review. He further noted that his concern would be relayed to the Planning Commission if he is unable to attend the meeting. The City will also determine who is responsible for the retaining wall.

Mr. Schrauben also inquired how much noise would be created by the business.

City Manager Gorman clarified the two issues that Mr. Schrauben would like addressed are the condition of the retaining wall and the possibility of a sound barrier.

Mayor Barnes inquired about the hours of operation.

Mr. Campbell stated that there will be regular business hours of 8:00 A.M. to 5:00 P.M.

Mr. Schrauben asked if any soil borings have been done on the property as he had heard the property might be contaminated.

Mr. Campbell stated that the tanks had been removed and remediated.

Chair Parsons closed the Public Hearing at 7:28 P.M.

Under New Business, the board considered the variance request for a 10 ft. variance from the side yard setback for the C-2 District [Section 42-341 (11) (3)] for the building located at 738 E. Grand River Ave.

ZBA Minutes – December 12, 2016

Motion by Barnes, supported by Graham, to approve the variance request for a 10 ft. variance from the side yard setback for the C-2 District [Section 42-341 (11)(3)] for the building located at 738 E. Grand River Ave.

Yeas: Barnes, Graham, Fedewa, Stahl, Parsons

Nays: None

Approved.

There was discussion with Mr. Campbell in regard to his positive opinion of the application process with the City of Portland.

Motion by Graham, supported by Fedewa, to adjourn the meeting at 7:38 P.M.

Yeas: Fedewa, Graham, Parsons, Barnes, Stahl

Nays: None

Adjourned.

Respectfully submitted,

Jayne Graham, Secretary

**Minutes of the Planning Commission
Of the City of Portland**

Held on Wednesday, March 22, 2017 at 7:00 P.M.
In Council Chambers at City Hall

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

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

Guests: Jim & Kiley Hilligan of ConfluxCity Brewery Company, LLC; Doug Abel; Jeff Brinks of Williams & Works; John Lawrence of McDonald's

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

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

Motion by Fitzsimmons, supported by Clement, to approve the minutes of the February 8, 2017 regular meeting as presented.
All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:01 P.M.

City Manager Gorman presented the request made by Jim Hilligan for a Special Land Use Permit for the property at 135 Water St. (34-300-250-000-490-00), which is located within a flood plain, to build a parking lot for the development of a proposed brewery.

City Manager Gorman further stated that there will be no discharge of waste from the brewing process into the City's sewer system. All waste will be taken off site.

City Manager Gorman also stated that there will be other permits required outside the purview of the City of Portland related to the flood plain.

Part of the review of the site plan is also to ensure that the quiet, peace and enjoyment of the Abel's, whose property is adjacent to the proposed parking lot, is maintained.

Chair Grapentien noted that for the purposed of the Public Hearing the board is only concerned with the parking lot at this time.

Vice Chair Clement stated that she wanted to ensure that the paperwork is correct as the requirements are different for a microbrewery vs. brewery.

Zoning Consultant Frederick outlined the requirements as stated in Section 42-339(b) that each application is reviewed for the purpose of determining. He further stated there is no specific land use requirement for a parking lot, the purpose is to ensure that the proper permits are acquired.

Planning Commission Minutes
March 22, 2017

The Public Hearing was closed at 7:07 P.M.

The Planning Commission considered the request for a Special Land Use Permit for the property at 135 Water St. (34-300-250-000-490-00), which is located within a flood plain, to build a parking lot for the development of a proposed brewery.

Motion by Clement, supported by Fitzsimmons, to approve the Special Land Use Permit for the parking lot contingent on the ordinance requirements for a Special Land Use Permit being met as the Planning Commission goes through the site plan process.
All in favor. Approved.

The Planning Commission reviewed the site plan for ConfluxCity Brewing Company, LLC.

Chair Grapentien asked if the lots that this development will comprise will be legally joined.

Mr. Hilligan explained that all of the properties except the one that the rental house sits on will be legally joined.

Chair Grapentien inquired what the City standard curb requirement per the requirement in Section 42-408(d)(6)(e).

City Manager Gorman stated that a specific standard is not cited. These requirements are typically subject to approval by the City's engineers and City staff. City staff will ensure that this is addressed.

Chair Grapentien stated that Section 42-410 addresses access requirements for the driveway.

Mr. Hilligan stated that the existing curb cut will be moved further south so it will be further from the Abel's property.

Zoning Administrator Frederick stated that the existing curb cut is non-conforming and the new location will make it "less" non-conforming.

Chair Grapentien noted that the landscape buffers should be all along the property line.

Mr. Hilligan stated that a landscape buffer was not added in a certain area in order to meet the request of the Abel's to keep their view from their dining room window.

Chair Grapentien stated that this may create a problem with lights from night time traffic turning into the parking lot.

Mr. Hilligan stated that he'd be happy to add the same trees to keep the spacing and get within the 25 ft. requirement to keep the landscape buffer.

City Manager Gorman clarified that there will not be a fence; only trees.

Planning Commission Minutes
March 22, 2017

Zoning Consultant Frederick noted that Section 42-300(d)(5) is the clear vision triangle standard that addresses where a driveway meets a road.

There was continued discussion.

Member Frederick stated that it seems that all previous issues have been addressed based on previous meetings and conversations.

Zoning Consultant Frederick pointed out that any redeveloped facades that faces a public road must meet the 25% window requirement.

Vice Chair Clement asked if the whole site plan was being approved or just the parking lot.

Zoning Consultant Fredrick stated that the entire site plan is being considered.

There was discussion about the 25% window requirement and the site plan review process.

Zoning Consultant Frederick stated even though the site plan review process considers the site holistically there is still an obligation to meet other standards and requirements.

Mr. Hilligan stated that he is ready to get started on the project as soon as the building permit is approved. If the site plan is approved tonight he is hoping to begin within a couple of weeks.

There was continued discussion about the parking lot curbing.

City Manager Gorman will work with Mr. Hilligan and the City's engineers to determine what the standard is that should be met.

Motion by Clement, supported by Fitzsimmons, to approve the site plan as presented contingent on meeting the zoning requirements and staff approval of collateral issues.
All in favor. Approved.

The Planning Commission reviewed the site plan for McDonald's, LLC to demolish and reconstruct the existing McDonald's at 1432 E. Grand River Ave.

Jeff Brinks of Williams & Works presented the site plan and stated that it is the same plan as presented in September 2015. He is requesting it be reapproved as the initial approval is only valid for one year. The property issues that prevented earlier reconstruction have been resolved. McDonald's is hoping for late summer construction that should last less than 3 months.

Chair Grapentien commented that the site plan covers multiple parcels and inquired if the City needs to do anything to protect itself.

Zoning Consultant Frederick stated that the site plan should be considered as one unified development.

Planning Commission Minutes
March 22, 2017

Vice Chair Clement asked what would happen if the lease agreement between the property owners were to fall apart in a few years as that would create nonconforming lots.

Mr. Lawrence of McDonald's commented that representatives of McDonald's have went over the lease agreement with a "fine tooth comb". He further stated that McDonald's does not want to spend money on a project that could possibly fall apart. He stated that he believes the lease agreement is for a term of 30 years.

There was continued discussion.

Zoning Consultant Frederick explained how the lots are laid out and what the worst case scenario might entail. McDonald's would still have viable options to conduct business on the property it owns.

Chair Grapentien stated that the site plan should be reviewed as one site.

Zoning Consultant Frederick asked how many curb cut closures would occur.

Mr. Brinks stated that four curb cuts will be eliminated with this site plan.

Zoning Consultant Frederick noted that any side of a building facing the right-of-way must meet the 25% window requirement.

Chair Grapentien noted that the window requirement was discussed at length during the initial review of this site plan.

Zoning Consultant Frederick noted that new signs will have to come into compliance with the Sign Ordinance.

Motion by Fitzsimmons, supported by Culp, to approve the site plan for McDonald's USA, LLC at 1432 E. Grand River Ave. with the noted contingencies.
All in favor. Approved.

Under Comments, City Manager Gorman provided an update on developments in the community. The WODA Group continues to make significant progress on the Old School Manor project at 306 Brush St. The installation of the new windows made a substantial difference to the property. They are looking at a fall completion date for the 29 apartment units.

The EDC made a recommendation of approval of the purchase agreement for the potential Sparrow development on Cutler Rd. to the City Council at its last meeting. City Manager Gorman is waiting to hear back Sparrow's committee and then the document will be presented to City Council for their consideration. There is a stipulation that Sparrow will be the only health care provider on the property currently owned by the City at Grand River Ave. and Cutler Rd.

Muffler Man is expected to begin the redevelopment of their property on Grand River Ave. this Spring.

Planning Commission Minutes
March 22, 2017

The DDA has hired Tina Conner Wellman as the new DDA/Main Street Director. National Main Street will hold training at City Hall tomorrow. The public is invited to attend from 2:30 – 4:00 P.M.

Motion by Clement, supported by Fitzsimmons, to adjourn the meeting at 7:54 P.M.
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary

**Special Election
Ionia County ISD
Special Education Millage Proposal**

	Precinct #1	Precinct #2	Total	% of vote
Yes	107	124	231	70.86%
No	28	67	95	29.14%
Voters	135	191		

326 Voters

2718 Registered Voters

11.99% Voter Turnout



PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR JULY 2017

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated **10.4 million gallons** and discharged **7.5 million gallons** for the month of July. The CBOD was 6 ppm, the Total Suspended Solids was 11 ppm, the phosphorus was 0.9 ppm, and the fecal coliform was 107 counts/100ml.

HydroDynamics was here during July to perform the annual preventative maintenance on the six pumps at the WWTP. They were found to be in good working condition and should provide continued service without problems.

We are planning on repainting the ceiling, walls, and floor in the 1st floor of the Service Building. The paint that is used is a 2 part epoxy industrial paint that matches the other buildings. In preparation all of the WWTP personnel have undergone TB and Respirator fit testing to assure their safety when working with this paint. Everyone passed the fit testing.

Phosphorus reporting is a NPDES Permit requirement. During the month our spectrophotometer, a critical piece of lab equipment for performing the Phosphorus test, failed. We were able to locate and purchase a new one without any disruption in meeting our reporting requirements.

The #2 final clarifier was taken out of service for our annual cleaning and inspection of the underwater equipment. During this process we checked the flapper gate valve which is responsible for flushing the surface skimming back to the headworks. We had noticed for some time that this valve was not closing off completely. We discovered that the pivot hole had almost completely worn thru. The seal was also in bad shape. After examining the blueprints for the clarifier, we were able to determine that the flapper gate and seals had been installed improperly. Since the clarifier has been in service for over five years we had to purchase new flapper gate and seal. We also purchased one for the #1 clarifier as we are anticipating the same problem with it. The new part was installed according to the manufacturer's specifications and is working perfectly. Once both of these flapper gate valves and seals are corrected, we should see a slight reduction in our influent flow as the continuous flow of flush water affects the flow.

During routine maintenance of the Aerzen aeration blowers, the WWTP workers discovered that the #2 blower has developed an oil leak. These blowers contain less than a liter of oil so any leak is a problem. After conferring with the manufacturer we found that there is a shaft seal that will need replacing. As they described what has to be done, we could see that this is out of the scope of what the WWTP are able to do. Quotes are being obtained to repair the blower and have the other three inspected so that we can make plans to do them before they fail too.

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

ITEM	COST
Tom's Do It Center – Distilled water, Fluorescent light, GFCI outlet	\$ 50.05
North Central Labs – Genesys Spectrophotometer	\$ 2384.32
Bio Care – TB and Respirator fit testing	\$ 448.60
Polydyne – Polymer for sludge thickening	\$ 1741.50
HydroDynamics – Annual WWTP pump maintenance	\$ 1450.00
Bader & Sons – Stihl trimmer head, Jet rodder hose fitting	\$ 75.25
Grainger – Toilet flush valve repair kit	\$ 42.95
Walker Process – 2 Flapper gates & seals	\$
1348.37	
MWEA – Doug Sherman Annual Dues	\$ 70.00
Total Monthly Expenses	\$ 7611.04
Total Spent YTD	\$ 7611.04

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	1755 ft.
Routine cleaning	575 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	0
Building Services Inspected	1
City Main Televised	0

SEWER CALLOUTS

July 19, 2017

A call was received from a business owner stating that they had a sewer gas odor inside the building of their business. This building has had similar problems in the past with the previous business owner. The flow in the city main was normal and did not present any problems. A recommendation was made to the business owner that they contact the property owner so that they can have a plumber check this out. The cause could possibly be a system venting problem.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

Lansing
313 S. Washington Square
Lansing MI 48933

Detroit
333 W Fort Street – Suite 1400
Detroit MI 48226

Walter S. Foster
1878-1961
Richard B. Foster
1908-1996
Theodore W. Swift
1928-2000
John L. Collins
1926-2001

Webb A. Smith
Allan J. Claypool
Gary J. McRay
Stephen I. Jurmu
Scott A. Storey
Charles A. Janssen
Charles E. Barbieri
James B. Jensen, Jr.
Scott L. Mandel

Michael D. Sanders
Brent A. Titus
Stephen J. Lowney
Jean G. Shtokal
Brian G. Goodenough
Matt G. Hrebec
Melissa J. Jackson
Nancy L. Kahn
Deanna Swisher
Thomas R. Meagher
Douglas A. Mielock
Scott A. Chernich
Paul J. Millenbach
Dirk H. Beckwith
Brian J. Renaud
Bruce A. Vande Vusse
Lynwood P. VandenBosch
Lawrence Korolewicz

James B. Doezema
Anne M. Seuryneck
Richard L. Hillman
Steven L. Owen
John P. Nicolucci
Michael D. Homier
David M. Lick
Scott H. Hogan
Richard C. Kraus
Benjamin J. Price
Frank T. Mamat
Michael R. Blum
Jonathan J. David
Frank H. Reynolds
Pamela C. Dausman
Andrew C. Vredenburg
John M. Kamins
Jack A. Siebers

Southfield
28411 Northwestern Highway, Suite 500
Southfield MI 48034

Holland
151 Central Avenue – Suite 260
Holland MI 49423

Julie I. Fershtman
Todd W. Hoppe
Jennifer B. Van Regenmorter
Thomas R. TerMaat
Frederick D. Dilley
Alexander A. Ayar
David R. Russell
Zachary W. Behler
Joshua K. Richardson
Joel C. Farrar
Laura J. Genovitch
Liza C. Moore
Karl W. Butterer, Jr.
Lisa J. Hamameh
Mindi M. Johnson
Ray H. Littleton, II
Frank J. DeFrancesco
Scott A. Dienes

Jack L. Van Coevering
Barbra E. Homier
Anna K. Gibson
Patricia J. Scott
Nicholas M. Oertel
Alicia W. Birach
Adam A. Fadly
Glen A. Schmiede
Gilbert M. Frimet
Mark J. Colon
Paul D. Yared
Ryan E. Lamb
Stephen W. Smith
Michael J. Liddane
Clifford L. Hammond
Jonathan H. Schwartz
Brett R. Schlender
Drew L. Block*

Grand Rapids
1700 E. Bellline NE – Suite 200
Grand Rapids MI 49525

St. Joseph
728 Pleasant Street – Suite 204
St. Joseph MI 49085

John W. Mashni
Allison M. Collins
Leslie A. Dickinson
Julie L. Hamlet
Michael C. Zahrt
Taylor A. Gast
Rachel N. Gizicki
Tyler J. Olney
Mark J. DeLuca
Stefania Gismondini
Thomas K. Dillon
Robert A. Easterly
Katila L. Howard
Ryan S. Mills
David S. Nows
Donshur L. Oliver

*admitted to Illinois and Ohio
Bar only

Writer's Direct Phone: 517.371.8253

Fax: 517.367.7353

Reply To: Lansing

E-Mail: BPrice@fosterswift.com

August 15, 2017

Via Email and First Class Mail

City of Portland
Attn: Tutt Gorman, City Manager
259 Kent Street
Portland, Michigan 48875

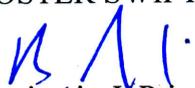
Re: Purchase Agreement dated April 17, 2017 (the "Agreement") between City of Portland ("City") and Edward W. Sparrow Hospital Association ("Sparrow") regarding approximately 5 acres of land in the Northwest corner of parcel number 34-300-500-000-010-01 (the "Property") / Notice to Extend

Dear Tutt:

Pursuant to Section 5 of the Agreement, this letter shall serve as notice to the City of Sparrow's election to extend the Inspection Period (as defined in the Agreement) an additional sixty (60) days.

Sincerely,

FOSTER SWIFT COLLINS SMITH, PC



Benjamin J. Price

BJP:ss

01196:01826:3249629-1

IONIA COUNTY BOARD OF COMMISSIONERS

August 8, 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. Approval of Amendment to Agreement – Drug Court Program Planning Grant
 - B. Approval of Amendment to Agreement – Swift & Sure Sanctions Probation Program Grant
 - C. Speech Therapy Referral Agreement
 - D. Cognitive Behavior Treatment Services Contract – Slusher
 - E. Secondary Road Patrol & Traffic Accident Prevention Program Application
 - F. Amended Fee Schedule – Bertha Brock Park
 - G. 2018 Budget Recommendation
 - H. Acknowledge Application for Appointment – Area Agency on Aging of Western Michigan Board of Directors
 - I.
- 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.
- 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 September 2017:

- *Commission on Aging Board* – Two three-year appointments.

Appointments for consideration in the month of October 2017: None

- *Board of Canvassers* – Two four-year appointments.
- *Construction Board of Appeals*- Six two-year appointments; one of which is an Alternate Member.
- *Department of Human Services* – One three-year appointment

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

August 15, 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. Resource Recovery/Soil Conservation Annual Report
 - B. Departmental Reports
 - 1. MSU Extension
 - 2. Public Health
 - 3. Building & Grounds/Parks & Rec
 - 4. Treasurer
 - 5. Juvenile Court
 - 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

**August 22, 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 July 2017 - \$1,013,910.53
 - D. Approve payment of Health Fund bills - \$81,196.45
 - E.
- VIII. Unfinished Business**
 - A. Appointment to Area Agency on Aging of Western Michigan Board of Directors
 - B.
- IX. New Business**
 - A. Request approval of Campground Host Policies & Procedures
 - B.
- 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 September 2017:

- *Commission on Aging Board* – Two three-year appointments.

Appointments for consideration in the month of October 2017: None

- *Board of Canvassers* – Two four-year appointments.
- *Construction Board of Appeals*- Six two-year appointments; one of which is an Alternate Member.
- *Department of Human Services* – One three-year appointment.