

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 to be 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 liens or unpaid balances that may become 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 An application for Special Land Use that was submitted to operate a daycare at 1323 E. Bridge St. has been withdrawn as the licensing process through the State of Michigan is more complicated and will take longer than anticipated.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 announced 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. Patrick 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 study 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 purchased 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