



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

7:00 P.M. Monday, October 16, 2017  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

| <u>Estimated Time</u> |   | <u>Desired Outcome</u> |
|-----------------------|---|------------------------|
| 7:00 PM               | <b>I. <u>Call to Order</u></b>  |                        |
| 7:01 PM               | <b>II. <u>Pledge of Allegiance</u></b>  |                        |
| 7:02 PM               | <b>III. <u>Acceptance of Agenda</u></b>   | Decision               |
| 7:03 PM               | <b>IV. <u>Motion to Excuse Council Member Johnston</u></b>  | Decision               |
| 7:05 PM               | <b>V. <u>Public Comment</u> (5-minute time limit per speaker)</b>   |                        |
|                       | <b>VI. <u>City Manager Report</u></b>   |                        |
|                       | <b>VII. <u>Presentations</u></b>  |                        |
| 7:15 PM               | <b>A. Dan Paquet of the WODA Group – Old School Manor Update</b>  |                        |
|                       | <b>VIII. <u>Public Hearing(s)</u> – None</b>  |                        |
|                       | <b>IX. <u>Old Business</u> – None</b>   |                        |
|                       | <b>X. <u>New Business</u></b>   |                        |
| 7:20 PM               | <b>A. Second Reading and Consideration of Ordinance 196A to Amend Chapter 2 of the Code of Ordinances of the City of Portland, Michigan, to Provide for Recovery Costs for Emergency Response Services</b>                          | Decision               |
| 7:23 PM               | <b>B. Proposed Resolution 17-87 Approving the Joint Memorandum of Understanding Between the Michigan Economic Development Corporation and the City of Portland and Approving, Authorizing, and Directing the Mayor to Sign Same</b> | Decision               |
| 7:25 PM               | <b>C. Proposed Resolution 17-88 to Change the Charter Regarding Date for Filing Election Petitions</b>  | Decision               |
| 7:28 PM               | <b>XI. <u>Consent Agenda</u></b>  | Decision               |
|                       | <b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on October 2, 2017</b>  |                        |
|                       | <b>B. Payment of Invoices in the Amount of \$419,943.60 and Payroll in the Amount of \$114,744.41 for a Total of \$534,688.01</b>   |                        |
|                       | <b>C. Purchase Orders over \$5,000.00 - None</b>  |                        |
|                       | <b>XII. <u>Communications</u></b>   |                        |
|                       | <b>A. Police Department Report for September 2017</b>   |                        |
|                       | <b>B. Water Department Report for September 2017</b>  |                        |
|                       | <b>C. Wastewater Treatment Plant Report for September 2017</b>  |                        |

**Estimated  
Time**

**D. Ionia County Board of Commissioners Agenda for October  
10, 2017**

**Desired  
Outcome**

7:30 PM

**XIII. Other Business - None**

7:35 PM

**XIV. City Manager Comments**

7:40 PM

**XV. Council Comments**

7:45 PM

**XVI. Adjournment**

Decision

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

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

**ORDINANCE NO. 196A**

**AN ORDINANCE TO AMEND CHAPTER 2 OF THE CODE OF ORDINANCES  
OF THE CITY OF PORTLAND, MICHIGAN, TO PROVIDE FOR RECOVERY  
COSTS FOR EMERGENCY RESPONSE SERVICES**

The City of Portland Ordains:

Section 1. Amendment. Chapter 2, "Administration," Article V, "Finance," Division 3, "Recovery Costs for Certain Public Safety Emergency Responses," of the Code of Ordinances of the City of Portland, Michigan, is amended to read as follows:

Sec. 2-226. Scope and purpose.

This Division is adopted to defray some costs incurred by the Portland Area Fire Authority and/or the City of Portland in providing certain emergency response services. It is not the purpose of this Division to provide complete reimbursement or funding for the Portland Area Fire Authority.

Sec. 2-227. Definitions.

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

- (1) *Assessable costs* means the direct and reasonable costs incurred by the Portland Area Fire Authority, the City or by a private person, corporation or other assisting government agency, which is operating at the request or direction of the Portland Area Fire Authority, when making an emergency response, including the costs of providing firefighting, rescue services, emergency medical services, containment, storage, clean-up or abatement of all hazardous materials and conditions at the scene of the incident.
- (2) *Emergency response* means the following actions or services provided by the Portland Area Fire Authority or the City, or by a private individual, corporation or other assisting government agency operating at the request or direction of the Portland Area Fire Authority:
  - (a) The providing, sending and/or utilizing of firefighting, emergency medical or rescue services by the Portland Area Fire Authority or the City for an incident resulting in a hazardous materials release or threatened release or the clean-up or abatement of same.
  - (b) Any incident requiring a response by the Portland Area Fire Authority or the City that involves any public or private utility property and requires equipment or personnel to remain at the incident to protect the health, safety and welfare of the public until the utility provider responds to the incident and takes corrective measures.
- (3) *Explosive* means any material regulated as an explosive by the United States Department of Transportation through regulations found in 40 CFR 171.1 *et seq.*, as amended.
- (4) *Flammable liquid* means any material regulated as flammable liquid by the United States Department of Transportation through regulations found in 49 CFR 171.1 *et seq.*, as amended.
- (5) *Flammable solid* means any material regulated as a flammable solid by the United States Department of Transportation through regulations found in 49 CFR 171.1 *et seq.*, as amended.

(6) *Hazardous material* means explosive, pyrotechnics, compressed gas, flammable liquid, flammable solid, combustible liquid, oxidizing material, poisonous gas, poisonous liquid, poisonous solid, irritating material, etiological material, radioactive material, corrosive material or liquefied petroleum gas and also including, but not limited to, any of the following:

- (a) Any material, listed in the list of toxic pollutants found in 40 CFR 401.15, as amended, or in any other federal law or regulation;
- (b) Any material regulated as a hazardous material by the United States Department of Transportation through regulations found in 49 CFR 171.1 *et seq.*;
- (c) Any material designated as hazardous material by state or federal law or regulation, or City Ordinance; or,
- (d) Any otherwise nonhazardous material released is a hazardous material for purposes of this ordinance if its presence causes a potential hazard to vehicular or pedestrian traffic.

(7) *Poison* means any liquid or gas that is life threatening when mixed with air in small amounts, and shall also include all those materials regulated as poison class A by the United States Department of Transportation through regulations founding 49 CFR 171.1 *et seq.*, as amended.

(8) *Release* means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing which causes damage or harm to person(s), property, natural resources, the public health or environment.

(9) *Threatened release* means any imminent or pending event potentially causing but not resulting in a release which causes the Portland Area Fire Authority or the City to undertake emergency response.

(10) *User or Responsible party* means the owner, operator and/or person in charge of or person in possession of the premises, structure, property, equipment, facility or vehicle to which an emergency response is directed.

**Sec. 2-228. Cost recovery authorization.**

The City Council authorizes the imposition of assessable costs upon users of emergency responses provided by or on behalf of the Portland Area Fire Authority within the City's jurisdictional limits. Responsible parties shall be obligated to pay the City all assessable costs incurred by the Portland Area Fire Authority and the City to provide emergency response services. Such costs and expenses shall be the joint and several obligations of all responsible parties.

**Sec. 2-229. Billing and collection of assessable costs.**

The City's billing clerk shall mail an itemized invoice to all users of emergency responses as specified in section 2-228 above. Such invoice shall be due and payable within 30 days of the date of mailing and any amounts unpaid after such date shall bear a late payment fee equal to 1.0 percent per month or fraction of a month that the amount due remains unpaid. Payments shall first be applied to any late fee and then to the principal amount.

**Sec. 2-230. Procedure for appealing assessable costs.**

(1) A recipient of any invoice from the City sent pursuant to section 2-229 shall have the right to appeal the invoice by showing the recipient is not a responsible party or by challenging its amount.

(2) The recipient shall have the right to request a meeting with the Portland City Manager, or his/her designee, to review the tabulation of the assessable costs. The recipient shall request in writing such meeting within 14 days of the invoice date. That written request shall state in detail the basis for the appeal and be accompanied by any supporting documents.

(3) If, after meeting with the City Manager, or his/her designee, the recipient does not concur with the decision, the recipient may request an appeal to City Council. That appeal shall be filed in writing within 14 days of the date of the decision of the City Manager, or his/her designee. The City Council's decision shall be final.

Sec. 2-231. Other remedies.

In addition to any other remedy available at law or in equity, the City may initiate a lawsuit in a court of competent jurisdiction to collect the amounts due under this division.

Sec. 2-232. No limitation of liability.

The recovery of assessable costs pursuant hereto does not limit the liability of a user under any other applicable laws, rules, regulations permit or license requirements, orders or directives of any governmental entity, agency or official of competent jurisdiction.

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

Yeas:

Nays:

Absent:

Abstain:

**ORDINANCE DECLARED ADOPTED.**

Dated:

\_\_\_\_\_  
James E. Barnes, Mayor

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

Introduced: October 2, 2017

Adopted:

Published:

Effective:

CERTIFICATION

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

Date:

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

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 17-87**

**A RESOLUTION APPROVING THE JOINT MEMORANDUM OF UNDERSTANDING BETWEEN THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION AND THE CITY OF PORTLAND AND APPROVING, AUTHORIZING, AND DIRECTING THE MAYOR TO SIGN SAME**

**WHEREAS**, the Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities (RRC) to shape their future and maximize economic potential; and

**WHEREAS**, RRC is a program that provides for technical assistance and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair and consistent processes; and

**WHEREAS**, the City of Portland has completed the steps to become officially “engaged” in the RRC program; and

**WHEREAS**, the MEDC requires that the City of Portland execute the Joint Memorandum of Understanding (MOU) as part of the RRC program, a copy of which is attached as Exhibit A.

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

1. The City Council approves the Joint Memorandum of Understanding between the City of Portland and the MEDC, a copy of which is attached as Exhibit A, and approves, authorizes, and directs the Mayor to sign same.
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:** October 16, 2017

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



## **Redevelopment Ready Communities® Joint Memorandum of Understanding**

This Memorandum of Understanding (“MOU”) by and between the Michigan Economic Development Corporation (“MEDC”), 300 North Washington Square, Lansing, Michigan and City of Portland (“Community”), 259 Kent Street, Portland, Michigan 48875, jointly referred to as the “Parties” and individually as the “Party” is effective as of October 4, 2017 (“Effective Date”).

The Community is interested in applying to the MEDC under the Redevelopment Ready Communities® Program (“Program”) to become certified as a Redevelopment Ready Community (“RRC”) and receive assistance from the Program in promoting sites within the Community.

The MEDC is interested in evaluating the Community and making recommendations for the Community to become certified as a RRC under the Program and help market the Community to the public for redevelopment purposes.

Therefore, the above entities have come together in a strategic collaboration to achieve the above stated goals. This collaboration is based on the following understandings:

### **Community Responsibilities**

1. Identifying a primary Program contact who will serve as the lead contact and provide overall technical support for all aspects of this project on behalf of the Community.
2. Provide adequate staff personnel to attend trainings, perform research collection and assessment of current practices of the Community, respond in a timely manner to MEDC questions, and to implement the needed actions to achieve certification of the Program after the evaluation.
3. Provide monthly updates to the Community’s elected governing body on status of Program progress.
4. Within fourteen (14) days of receiving the draft Community Report of Findings, provide comments and any additional documentation, and schedule the report out presentation for the Community’s elected governing body.
5. Within thirty (30) days of the Community Report of Findings presentation, provide a resolution adopted by the Community’s elected governing body that supports the Community’s intent to implement the needed actions to achieve certification, if necessary, to meet the Program best practices.
6. Provide progress reports to the MEDC both pre-certification and post-certification on a quarterly or biannual basis, respectively.
7. Within three hundred sixty-five (365) days, complete implementation of the needed actions to achieve certification, if necessary, to meet the Program best practices. Additional time to complete implementation may be provided at the discretion of the MEDC Program staff.
8. Provide documentation that the Community meets the Program best practices as determined by the MEDC prior to being awarded certification.

### **MEDC Responsibilities**

1. Provide general training on the Program.

2. Provide general technical support to the primary Program contact of the Community in collecting the information necessary to complete the Program evaluation and implementation of the best practices.
3. Evaluate information collected from the Community and produce a Community Report of Findings.
4. If necessary, make recommendations of steps to meet the best practices as identified by the MEDC.
5. Once the Program evaluation is completed, the MEDC will coordinate with the RRC Advisory Council to receive input on certifying the Community as a RRC.
6. If certified as a RRC, assist the Community in marketing to the public up to three sites as redevelopment ready.
7. Prepare a license agreement between the Community and the MEDC for Community's use of the RRC certification logo.

This MOU sets forth the intent of the Parties only and does not, and is not intended to, impose any binding obligations on the Parties nor shall it be the basis for any legal claims or liabilities by or among the Parties. Any liability of the Parties, whether in contract, tort or under any other legal or equitable theory, arising out of or in connection with this MOU shall be explicitly excluded. Neither Party shall be entitled to claim compensation for any expenses or losses incurred in bad faith if the intention of this MOU cannot be reached entirely or in part.

This MOU constitutes the entire agreement between the Parties hereto. This MOU may be modified, altered, revised, extended or renewed by mutual written consent of all Parties, by the issuance of a written amendment, signed and dated by all the Parties.

This MOU may be signed in multiple copies and in counterparts which, when taken together, shall constitute the executed MOU. Faxed or scanned copies shall be considered an original.

This MOU is effective until the three year anniversary of the date the Community is certified as a RRC, unless terminated earlier. However, either Party may terminate the MOU by providing notice in writing to the other Party thirty (30) days in advance of the termination. Upon the expiration of the Community's certification as a RRC, the Community may elect to reapply for certification and enter in to a new Memorandum of Understanding with the MEDC.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their respective authorized representatives.

\_\_\_\_\_  
James Barnes, Mayor  
City of Portland

\_\_\_\_\_  
Date

\_\_\_\_\_  
Linda Ascitutto, Secretary  
Michigan Economic Development Corporation

\_\_\_\_\_  
Date

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 17-88**

**A RESOLUTION TO CHANGE THE CHARTER REGARDING DATE FOR  
FILING ELECTION PETITIONS**

**WHEREAS**, the City of Portland Charter states that nominating petitions for City Council be filed at the Clerk's office before 4:00 in the afternoon, local time, on the 49<sup>th</sup> day preceding each election; and

**WHEREAS**, to be in compliance with State Election Laws (Act 116-1954-XXVIII; Sect. 168.644e) which requires the City to change its Charter regarding the filing date of nominating petitions for the regular city election which should be 15 weeks prior to the November General Election.

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

1. The Portland City Council approves Charter language in reference to the filing of nominating petitions for City Council be changed to reflect the State Law requirement of 15 weeks prior to the November General Election.
  
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:** October 16, 2017

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

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, October 2, 2017

In Council Chambers at City Hall

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

Guests: Jon Moxey of Fleis & VandenBrink; Kathy Parsons

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

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

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman stated that McDonald's opened last week with a VIP Soft Opening on September 26, 2017 and the Grand Opening on September 28, 2017. He thanked City staff, the Council, Planning Commission and all those involved with the successful redevelopment of this property. He further noted that this development and the redevelopment of the old KFC/Taco Bell into Olivera's show the success the City is having in addressing goals outlined in the Master Plan.

The City of Portland's application for the Redevelopment Brownfield Grant through the MDEQ has been approved. Communications with ADM Alliance Nutrition will resume regarding their potential donation of the property located at the corner of Grand River Ave. and Divine Hwy. The specific use for the property has not been determined.

A public workshop of the stakeholders for upcoming Parks and Recreation Master Plan process will be held on Wednesday, October 11, 2017 at 6:00 P.M. The City Council, Parks and Recreation Board, Planning Commission, and DDA members are all invited to the workshop. The date of the Public Meeting has not been scheduled yet.

The interview process for the Police Chief position will begin this week with the 1<sup>st</sup> round of interviews. The 2<sup>nd</sup> round of interviews will be held on October 17, 2017.

The new Recreation Coordinator will begin work with the City on October 18, 2017, this will allow Director Neil Brown to devote more time to his administrative responsibilities. The City is excited about this new addition to the staff.

Under Presentations, DDA/Main Street Director Conner Wellman presented the DDA Report. She recently attended the MMS Quarterly Training, "Cultivating Place" in Howell. The primary focus over the next couple of weeks is the new website. The hope is to launch the new website prior to the next meeting. The Annual Main Street Report is due October 10, 2017. She will be contacting each member to provide a summary of what they worked on and what was accomplished. Director Conner Wellman

stated that she attended the Red Mill Community Day with the Portland Area Chamber of Commerce and was able to highlight Downtown Portland and the #miportland video. She made contact from a dozen prospective volunteers. The Café Bakery & Coffee has expressed interest in expanding to Portland. They have recently asked to delay conversations until November when their business slows down a bit. Portland is enjoying fame beyond its borders thru the music industry. Gunner & the Grizzly Boys video highlights the Veterans Memorial Bridge. The producer of the video is connecting to work in Portland again soon on other projects. Shelby Ann-Marie Miller recently released “Portland”, a music recording from Nashville.

Under New Business, the First Reading of Ordinance 196A to amend Chapter 2 of the Code of Ordinances of the City of Portland, Michigan, to provide for recovery costs for emergency response services was held.

City Manager Gorman stated that the current ordinance did not contemplate the creation of the Portland Area Fire Authority, this ordinance amendment addresses those needs.

The second reading and consideration of Ordinance 150A to amend Chapter 3 of the Code of Ordinances of the City of Portland, Michigan, to provide for the Uniform City Income Tax Ordinance was held.

Mayor Barnes noted that this is “housekeeping” matter to codify this ordinance.

City Manager Gorman stated that Ordinance 150A has been in place since 1984 and follows the State Act. Codifying this as part of the City Ordinances will make it more easily available to residents for viewing.

Motion by Fitzsimmons, supported by Baldyga, to approve Ordinance 150A to Amend Chapter 3 of the Code of Ordinances of the City of Portland, Michigan, to provide for the Uniform City Income Tax Ordinance.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-83 to approve a proposal from Fleis & VandenBrink to provide professional services for the Safe Routes to School (SRTS) program. The City has been working with representatives of St. Patrick School and Portland Public Schools regarding the SRTS program to consider the potential for collectively applying for a project. The SRTS program is a combination of state and federal funds administered by MDOT for projects that improve safety for students as they travel to and from school and encourage more non-motorized transportation. Fleis & VandenBrink has submitted a proposal to assist the City and schools with the application and administration of the SRTS program in the amount of \$7,500.00.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-83 approving a proposal from Fleis & VandenBrink to provide professional services for the Safe Routes to School Program.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-84 to approve Pay Request No. 1 in the amount of \$245,054.02 to CL Trucking, Inc. for work completed through September 22, 2017 on the James Street Improvement

Project. The City Engineer on the project has reviewed Pay Request No. 1 and is recommending the City Council approve the payment.

Mr. Moxey stated that crews are starting to close up some of the utilities. When the utility work is completed then road construction will begin.

Council Member Baldyga asked if the project is on schedule.

Mr. Moxey advised that he is cautiously optimistic if the weather cooperates. At this time, the schedule looks very good.

City Manager Gorman noted that a letter regarding the replanting of trees and choice of species has been delivered to the residents of James Street.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-84 approving Pay Request No. 1 to CL Trucking, Inc. for work done on the James Street Improvement Project.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-85 to approve a proposal from Fleis & VandenBrink to provide Design Engineering Services in the amount of \$51,300.00 for the roadway related to the development of the Cutler Road property. Sparrow Hospital previously executed a purchase agreement to acquire approximately 5 acres of City-owned property for future development at Cutler Road and Grand River Avenue. As a condition of the purchase, the City is to construct approximately 500 feet of roadway with sidewalks, storm sewer/detention, water main and sanitary sewer for the development.

City Manager Gorman noted that the City is waiting for the recorded release of easement by Consumers Energy. The roadway will ultimately cost the City approximately \$200,000 as the purchase price for the property will replace funds expended on the road. The curb cut already in place on Cutler Road will be used for the roadway.

Mr. Moxey stated that the detailed design work for the project will begin with the approval of this proposal. Construction on the roadway is expected to begin Spring/Summer 2018.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-85 approving a proposal from Fleis & VandenBrink to provide design engineering for the roadway related to the development of the Cutler Road property.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-86 to approve a License Agreement to permit holding a Haunted House at the Red Mill. At its regularly scheduled meeting on September 19, 2017, the Parks & Recreation Board recommended the City Council approve the request by the Friends of the Red Mill to hold a haunted house at the Red Mill Building. The Friends of the Red Mill will be the sponsor of the Haunted House and will provide liability insurance to protect the City.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-86 approving, authorizing, and directing the Mayor and City Clerk to sign a License Agreement to permit holding a Haunted House at the Red Mill.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Baldyga, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on September 18, 2017, payment of invoices in the amount of \$135,135.60 and payroll in the amount of \$99,582.54 for a total of \$234,718.14. A purchase order to Resco in the amount of \$7,770.00 for a roll of kerite wire was included.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman advised that the City of Portland is now engaged as Redevelopment Ready Community through the MEDC and is now eligible for different funding. He thanked Director Conner Wellman and staff for their assistance in filing the required application and reports.

Under Council Comments, Mayor Barnes displayed photos from the book “Down by the Feed Mill”, loaned to the City by Mr. Leik, that features both the Red Mill and ADM Alliance Nutrition. The photos show examples of both old and modern mills.

Mayor Barnes commented that he enjoyed the McDonald’s opening events; it’s great to have the store open again. He echoed the sentiments expressed by the owner of McDonald’s regarding the professionalism of Portland. Mayor Barnes stated that the amount of work that takes place in Portland is outstanding.

Mayor Barnes acknowledged the tragedy in Las Vegas that took place earlier today. Our thoughts and prayers are with the victims and their families.

Mayor Pro-Tem VanSlambrouck stated that the Portland Area Fire Authority will hold an Open House on Thursday, October 12, 2017 from 6:00 – 8:00 P.M. at the Fire Station.

Mayor Pro-Tem VanSlambrouck noted that the Portland Community Fund has kicked off its annual coat/boot drive and its Christmas Giving Program.

Council Member Baldyga thanked Mayor Pro-Tem VanSlambrouck for his involvement with Stuff the Bus as part of the coat/boot drive.

Council Member Baldyga echoed the sentiments expressed by Mayor Barnes regarding the tragedy in Las Vegas.

Council Member Baldyga stated that he was privileged to take a very interesting tour of Granger’s landfill and recycling/receiving station. He noted that the City of Portland is getting a great price for the service provided by Granger.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:40 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the October 2, 2017 City Council Meeting**

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

**Present** – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Clerk Miller; Police Sergeant Thomas

**Presentation** – DDA/Main Street Director Conner Wellman presented the DDA Report.

**First Reading of Ordinance 196A** to amend Chapter 2 of the Code of Ordinances of the City of Portland, Michigan, to provide for recovery costs for emergency response services was held.

**Second Reading and Consideration of Ordinance 150A** to amend Chapter 3 of the Code of Ordinances of the City of Portland, Michigan, to provide for the Uniform City Income Tax Ordinance.

All in favor. Adopted.

**Approval of Resolution 17-83** approving a proposal from Fleis & VandenBrink to provide professional services for the Safe Routes to School Program.

All in favor. Adopted.

**Approval of Resolution 17-84** approving Pay Request No. 1 to CL Trucking, Inc. for work done on the James Street Improvement Project.

All in favor. Adopted.

**Approval of Resolution 17-85** approving a proposal from Fleis & VandenBrink to provide design engineering for the roadway related to the development of the Cutler Road property.

All in favor. Adopted.

**Approval of Resolution 17-86** approving, authorizing, and directing the Mayor and City Clerk to sign a License Agreement to permit holding a Haunted House at the Red Mill.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:40 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     |
|------------------------------------|--------|--|------------|
| AIRSPACE MONITORING SYSTEMS, INC.  | MISC   | CO MONITOR W/LCD WITH SNIFFER FOR AMB - AMBULA | 406.10     |
| B&W AUTO SUPPLY, INC.              | 00030  | SUPPLIES, PARTS - PARKS, AMB, WW, MP           | 527.58     |
| BOBCAT OF LANSING                  | 02439  | FUEL FILTERS - MOTOR POOL                      | 127.58     |
| BOUND TREE MEDICAL LLC.            | 01543  | AED TRAINER W/PLUGIN MODULE - AMBULANCE        | 519.96     |
| BOUND TREE MEDICAL LLC.            | 01543  | EMS SUPPLIES - AMBULANCE                       | 262.89     |
| CARRIER & GABLE INC.               | 02031  | SIGNAL CROSSING FOR CUTLER/GR -PARKS APPVD 9/  | 9,339.11   |
| CINTAS-725                         | 00083  | UNIFORM AND RUG CLEANING - VARIOUS DEPTS       | 870.48     |
| CLEAR RATE COMMUNICATIONS          | 02231  | PHONE SVC - CITY HALL                          | 426.64     |
| CL TRUCKING & EXCAVATING, LLC      | 00066  | JAMES ST PMT 1 - LOC STS, WTR, WW RES #17-84   | 245,054.02 |
| AECOM TECHNICAL SERVICES           | 01810  | FERC MONITORING - ELECTRIC                     | 1,584.57   |
| LAW OFFIC CRYSTAL MORGAN PLLC      | MISC   | TAX APPEAL - ASSESSING                         | 362.00     |
| CULLIGAN                           | 02130  | WATER - CITY HALL                              | 7.00       |
| ESI HEATING                        | 01709  | REPLACE 2 BOLIERIS IN WAREHOUSE - ELEC RES#17  | 20,680.00  |
| FIRST ADVANTAGE LNS OCC. HEATH SOL | 01915  | DRUG TESTING MILEAGE - GENERAL                 | 108.96     |
| FLEIS & VANDENBRINK                | 00153  | BRIDGE INSPECTION - MAJ STS                    | 800.00     |
| FLEIS & VANDENBRINK                | 00153  | JAMES ST DESIGN ENG - LOC ST,WW,WTR RES 17-11  | 29,646.13  |
| PHIL GENSTERBLUM                   | 00164  | MILEAGE REIMB - CODE, AMB                      | 351.55     |
| GRAINGER, INC.                     | 00172  | COUPLER PUMP - WASTE WTR                       | 64.20      |
| GRAINGER, INC.                     | 00172  | PARTS - WASTE WTR                              | 118.56     |
| GRAINGER, INC.                     | 00172  | PARTS - WASTE WTR                              | 61.44      |
| HYDROCORP                          | 02340  | INSPECTION & REPORTING SERVICES - WATER        | 380.00     |
| IONIA COUNTY TREASURER             | 00209  | ANNUAL LICENSE FEE RAVE ALERT SYSTEM - POLICE  | 935.00     |
| MICHAEL KAPCIA                     | 00223  | MERS CONFERENCE REIMB - ELECTRIC               | 562.54     |
| KEUSCH SUPER SERVICE               | 00228  | OIL CHANGE - ELECTRIC                          | 52.90      |
| KEUSCH SUPER SERVICE               | 00228  | 4 TIRES MIDEAL REAPIR BROKEN SUSPENSION BAR -  | 648.30     |
| KEUSCH SUPER SERVICE               | 00228  | TIRES - MTR POOL                               | 471.96     |
| KEUSCH SUPER SERVICE               | 00228  | TIRE REPAIR - MTR POOL                         | 18.00      |
| MCFADDEN LAW OFFICE PLLC           | 02299  | LEGAL SERVICE - POLICE                         | 34.50      |
| MHR BILLING                        | 01780  | BILLING SERVICE - AMBULANCE                    | 1,116.00   |

| VENDOR NAME                        | VENDOR | DESCRIPTION                                  | AMOUNT    |
|------------------------------------|--------|--|-----------|
| MICHIGAN.COM                       | 02336  | LEGAL NOTICES - GENERAL                      | 208.64    |
| MIRECS                             | 01928  | DUES - ELECTRIC                              | 30.59     |
| MODEL FIRST AID SAFETY/TRAINING    | 00313  | MISC 1ST AID KIT SUPPLIES - WW               | 167.84    |
| MODEL FIRST AID SAFETY/TRAINING    | 00313  | RESTOCK 1ST AID KIT - ELECTRIC               | 96.55     |
| MUNICIPAL SUPPLY CO.               | 00324  | RED MARKING PAINT - ELECTRIC                 | 96.00     |
| NORTH GRAND RIVER COOP, INC.       | 00335  | LINENS FOR AMB - AMBULANCE                   | 402.80    |
| JANET OGDEN                        | 02478  | CLASS, MILEAGE REIMB, MEALS - ASSESSING      | 230.58    |
| PORTLAND AREA FIRE AUTHORITY       | 02128  | 2ND QUARTER PAYMENT - COMM PROMO RES 17-26   | 30,076.62 |
| PURITY CYLINDER GASES, INC.        | 00380  | QUARTERLY CYLINDER RENT - AMB                | 288.74    |
| PURITY CYLINDER GASES, INC.        | 00380  | QUARTERLY CYLINDER RENT - MTR POOL           | 251.80    |
| RESCO                              | 00392  | TRANSFORMER - ELECTRIC                       | 2,339.10  |
| SLC METER LLC                      | 02286  | TRIMBLE RANGER - WATER                       | 396.52    |
| SLC METER LLC                      | 02286  | COMPOUND METER - WATER                       | 2,005.27  |
| TOM'S FOOD CENTER                  | 00452  | SUPPLIES - VARIOUS DEPTS                     | 349.74    |
| UTILITY CONSULTING GROUP, LLC      | 00465  | CALCULATE PCA FACTOR - ELECTRIC              | 225.00    |
| UTILITY SERVICE CO. INC.           | 02133  | SOUTH TANK QUARTERLY MAINT - WATER RES #12-2 | 11,030.55 |
| UTILITY SERVICE CO. INC.           | 02133  | QUARTLERY MAINT HILL ST TOWER -WTR RES#12.-1 | 4,386.08  |
| VERIZON WIRELESS                   | 00470  | TELEPHONE SVC-ELEC,WW,WTR,M POOL             | 81.31     |
| VERIZON WIRELESS                   | 00470  | PHONE SVC - VARIOUS DEPTS                    | 371.00    |
| JAMES KLINKHAMMER                  | MISC   | ENERGY OPTZ PROGRAM - ELECTRIC               | 265.00    |
| ROY SCHNEIDER                      | MISC   | ENERGY OPTZ - ELECTRIC                       | 100.00    |
| MPC CASHWAY LUMBER                 | 00317  | SHEETS INSULATION - WATER                    | 422.28    |
| MPC CASHWAY LUMBER                 | 00317  | SHEETS INSULATION - WATER                    | 422.28    |
| SPARROW OCCUPATIONAL HEALTH-LANSIN | 00340  | PRE-EMPLOYMENT PHYSICAL - REC                | 113.50    |
| MARK SPOHN                         | 02110  | MOWING - COMM PROMO                          | 230.00    |
| USA BLUEBOOK                       | 01850  | EYE WASH, SAFETY VEST, GLOVES, - WASTE WTR   | 120.46    |
| I.T. RIGHT                         | 02440  | DOCKING STATIONS - ASSESSING, ECON DEV       | 394.00    |
| I.T. RIGHT                         | 02440  | MICROSOFT OFFICE SUITE - ASSESSOR, ECON DEV  | 458.00    |
| FLEIS & VANDENBRINK                | 00153  | ST PAT'S SRTS MTG & PLAN REVIEW - GENERAL    | 216.88    |

| VENDOR NAME                | VENDOR | DESCRIPTION                                    | AMOUNT    |
|----------------------------|--------|--|-----------|
| KEUSCH SUPER SERVICE       | 00228  | TIRE REPAIR - POLICE                           | 25.00     |
| KODIAK EMERGENCY VEHICLES  | 02224  | AMBULANCE AC REPAIR - AMBULANCE                | 168.21    |
| KEUSCH SUPER SERVICE       | 00228  | A/C SERVICE - AMBULANCE                        | 102.95    |
| SANTANDER LEASING LLC      | 02479  | 1ST LEASE PMT ON SNOW PLOW - MTR POOL RES #16- | 31,931.35 |
| GRANGER CONTAINER SERVICE  | 00175  | REFUSE SERVICE - CEM, PARKS, MTR POOL          | 374.26    |
| GRANGER CONTAINER SERVICE  | 00175  | REFUSE - REFUSE                                | 12,598.19 |
| STATE OF MICHIGAN          | 00428  | BOILER CERTIFICATE - WASTE WTR                 | 60.00     |
| CENTURYLINK                | 01567  | PHONE SERVICE - GEN,ELEC,WW,WTR,MP             | 3.24      |
| VERIZON WIRELESS           | 00470  | PHONE SERVICE - VARIOUS DEPTS                  | 22.96     |
| GRANGER CONTAINER SERVICE  | 00175  | REFUSE - WASTE WTR                             | 152.58    |
| GRANGER CONTAINER SERVICE  | 00175  | REFUSE - POLICE, COMM PROMO, ELECTRIC          | 152.58    |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - WATER                           | 16.70     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - MTR POOL                        | 14.60     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - PARKS                           | 15.17     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - WASTE WTR                       | 16.08     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - WASTE WTR                       | 150.07    |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - ELECTRIC                        | 52.39     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - PARKS                           | 17.04     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - WATER                           | 5.41      |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - ELECTRIC                        | 77.28     |
| CONSUMERS ENERGY           | 00095  | GAS SERVICES - CITY HALL                       | 157.01    |
| FOSTER BLUE WATER OIL, LLC | 02301  | GASOLINE - PARKS, CEMETERY                     | 254.57    |
| ED FILTER                  | 00540  | UMPIRES - REC                                  | 96.00     |
| BRIAN RUSSELL              | 00593  | UMPIRES - REC                                  | 120.00    |
| DAVE PETTIT                | 00588  | UMPIRES - REC                                  | 120.00    |
| OWEN RUSSELL               | 02249  | SCOREKEEPERS - REC                             | 56.00     |
| KATELYN RUSSELL            | 02457  | SCOREKEEPERS - REC                             | 35.00     |
| BRANDON SCHEURER           | 02394  | OFFICIALS FOR FLAGFOOTBALL - REC               | 45.00     |
| PEYTON GALEY               | 02389  | OFFICIALS - REC                                | 45.00     |

| VENDOR NAME                   | VENDOR | DESCRIPTION                       | AMOUNT       |
|-------------------------------|--------|-----------------------------------|--------------|
| GRAHAM WOHLSCHEID             | 02423  | OFFICIALS - REC                   | 45.00        |
| NATHANIEL LEAHY               | 02424  | OFFICIALS - REC                   | 60.00        |
| RYAN LAY                      | 02477  | FLAG FOOTBALL OFFICIAL - REC      | 75.00        |
| MARCUS WOURMAN                | 02063  | BASKETBALL CAMP INSTRUCTION - REC | 840.00       |
| SLICK SHIRTS SCREEN PRINTING  | 02003  | COED SOFTBALL SHIRTS - REC        | 147.75       |
| MUNICIPAL SUPPLY CO.          | 00324  | FIELD MARKING PAINT - PARKS       | 99.70        |
| S&K TROPHIES AND PLAQUES      | 00401  | CHAMP TROPHIES - REC              | 64.00        |
| USA BLUEBOOK                  | 01850  | PH ELECTRODE - WASTE WTR          | 234.83       |
| CITY OF PORTLAND - PETTY CASH | 00701  | MISC REIMB - VARIOUS DEPTS        | 177.58       |
| Total:                        |        |                                   | \$419,943.60 |

**BI-WEEKLY  
WAGE REPORT  
October 10, 2017**

| <b>DEPARTMENT</b>       | <b>GROSS EARNINGS<br/>CURRENT PAY</b> | <b>GROSS EARNINGS<br/>YEAR-TO-DATE</b> | <b>SOCIAL SECURITY &amp;<br/>FRINGE BENEFITS<br/>CURRENT PAY</b> | <b>SOCIAL SECURITY &amp;<br/>FRINGE BENEFITS<br/>YEAR-TO-DATE</b> | <b>TOTAL CURRENT<br/>PAYROLL</b> | <b>GRAND TOTAL<br/>YEAR-TO-DATE</b> |
|-------------------------|---------------------------------------|--|--|---|----------------------------------|-------------------------------------|
| <b>GENERAL ADMIN.</b>   | 8,883.80                              | 76,812.45                              | 2,570.49   | 21,521.85   | 11,454.29                        | 98,334.30                           |
| <b>ASSESSOR</b>         | 939.24                                | 7,844.04                               | 71.85  | 1,051.07  | 1,011.09                         | 8,895.11                            |
| <b>CEMETERY</b>         | 3,355.66                              | 32,254.91                              | 1,463.89   | 8,577.99  | 4,819.55                         | 40,832.90                           |
| <b>POLICE</b>           | 12,962.24                             | 124,880.62                             | 4,240.62   | 35,802.29   | 17,202.86                        | 160,682.91                          |
| <b>CODE ENFORCEMENT</b> | 628.19                                | 6,579.41                               | 154.03   | 1,375.84  | 782.22                           | 7,955.25                            |
| <b>PARKS</b>            | 1,789.03                              | 20,902.98                              | 361.64   | 3,234.98  | 2,150.67                         | 24,137.96                           |
| <b>INCOME TAX</b>       | 1,907.96                              | 15,092.62                              | 942.87   | 5,977.45  | 2,850.83                         | 21,070.07                           |
| <b>MAJOR STREETS</b>    | 2,398.69                              | 20,817.24                              | 1,728.71   | 11,790.98   | 4,127.40                         | 32,608.22                           |
| <b>LOCAL STREETS</b>    | 1,412.07                              | 21,625.51                              | 977.62   | 10,956.18   | 2,389.69                         | 32,581.69                           |
| <b>RECREATION</b>       | 823.25                                | 6,583.83                               | 294.19   | 2,160.30  | 1,117.44                         | 8,744.13                            |
| <b>AMBULANCE</b>        | 12,179.33                             | 96,316.14                              | 2,314.51   | 20,253.74   | 14,493.84                        | 116,569.88                          |
| <b>DDA</b>              | 2,632.44                              | 18,302.34                              | 763.91   | 3,036.77  | 3,396.35                         | 21,339.11                           |
| <b>ELECTRIC</b>         | 15,319.53                             | 137,594.00                             | 6,868.16   | 45,897.00   | 22,187.69                        | 183,491.00                          |
| <b>WASTEWATER</b>       | 8,887.85                              | 71,669.34                              | 4,118.14   | 28,256.34   | 13,005.99                        | 99,925.68                           |
| <b>WATER</b>            | 7,117.54                              | 40,584.81                              | 3,508.59   | 17,774.28   | 10,626.13                        | 58,359.09                           |
| <b>MOTOR POOL</b>       | 1,903.92                              | 17,949.53                              | 1,224.45   | 11,059.59   | 3,128.37                         | 29,009.12                           |
| <b>TOTALS:</b>          | <b>83,140.74</b>                      | <b>715,809.77</b>                      | <b>31,603.67</b>   | <b>228,726.65</b>   | <b>114,744.41</b>                | <b>944,536.42</b>                   |

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 10/12/17**  
**MEETING DATE 10/16/17**

| <b>Fund</b>              | <b>Description</b>                      | <b>Beginning<br/>Balance<br/>9/28/17</b> | <b>Total<br/>Cash in</b> | <b>Total<br/>Cash out</b> | <b>Cash<br/>Balance<br/>10/12/17</b> | <b>Time<br/>Certificates</b> | <b>Ending<br/>Balance<br/>10/12/17</b> |                     |
|--------------------------|---|--|--------------------------|---------------------------|--------------------------------------|------------------------------|--|---------------------|
| 101                      | GENERAL FUND                            | 2,143,023.51                             | 334,423.44               | (202,793.27)              | 2,274,653.68                         | 235,000.00                   | 2,509,653.68                           |                     |
| 105                      | INCOME TAX FUND                         | 65,330.12                                | 32,072.70                | (40,008.49)               | 57,394.33                            | 10,000.00                    | 67,394.33                              |                     |
| 150                      | CEMETERY PERPETUAL CARE FUND            | 38,992.20                                | 375.00                   | -                         | 39,367.20                            |                              | 39,367.20                              |                     |
| 202                      | MAJOR STREETS FUND                      | 227,559.71                               | 5,549.15                 | (14,760.23)               | 218,348.63                           |                              | 218,348.63                             |                     |
| 203                      | LOCAL STREETS FUND                      | 90,588.10                                | 119,686.89               | (15,349.50)               | 194,925.49                           |                              | 194,925.49                             |                     |
| 208                      | RECREATION FUND                         | 7,390.57                                 | 2,997.72                 | (4,966.28)                | 5,422.01                             |                              | 5,422.01                               |                     |
| 210                      | AMBULANCE FUND                          | 104,288.27                               | 49,843.04                | (36,103.60)               | 118,027.71                           |                              | 118,027.71                             |                     |
| 245                      | MSHDA LOFT FUND                         | -  | -                        | -                         | -                                    |                              | -                                      |                     |
| 248                      | DDA FUND                                | 339,060.17                               | 3,649.79                 | (7,021.10)                | 335,688.86                           |                              | 335,688.86                             |                     |
| 404                      | CAPITAL IMPROVEMENT-RED MILL PAVILION   | 3,362.25                                 | -                        | -                         | 3,362.25                             |                              | 3,362.25                               |                     |
| 405                      | WELLHEAD IMPROVEMENT FUND               | -  | -                        | -                         | -                                    |                              | -                                      |                     |
| 406                      | CAPITAL IMPROVEMENT FUND-STREET PROJECT | 1,888,411.25                             | -                        | (323,796.59)              | 1,564,614.66                         |                              | 1,564,614.66                           |                     |
| 520                      | REFUSE SERVICE FUND                     | 15,398.70                                | 4,501.92                 | (4,432.93)                | 15,467.69                            |                              | 15,467.69                              |                     |
| 582                      | ELECTRIC FUND                           | 278,367.33                               | 116,183.50               | (298,622.69)              | 95,928.14                            | 530,000.00                   | 625,928.14                             |                     |
| 590                      | WASTEWATER FUND                         | (117,187.15)                             | 97,206.50                | (104,388.46)              | (124,369.11)                         |                              | (124,369.11)                           |                     |
| 591                      | WATER FUND                              | 63,460.80                                | 224,361.49               | (43,647.14)               | 244,175.15                           | 420,000.00                   | 664,175.15                             |                     |
| 661                      | MOTOR POOL FUND                         | (5,619.61)                               | 49,003.91                | (21,297.51)               | 22,086.79                            |                              | 22,086.79                              |                     |
| 703                      | CURRENT TAX FUND                        | 560,331.44                               | 545,124.37               | (670,036.20)              | 435,419.61                           |                              | 435,419.61                             |                     |
| <b>TOTAL - ALL FUNDS</b> |   | <b>5,702,757.66</b>                      | <b>1,584,979.42</b>      | <b>(1,787,223.99)</b>     | <b>5,500,513.09</b>                  | <b>1,195,000.00</b>          | <b>6,695,513.09</b>                    |                     |
|                          |   |  |                          |                           |                                      | ELECTRIC-RESTRICTED CASH     | 400,000.00                             | 400,000.00          |
|                          |   |  |                          |                           |                                      | CUSTOMER DEPOSIT CD          | 170,000.00                             | 170,000.00 *        |
|                          |   |  |                          |                           |                                      | PERPETUAL CARE CD            | 130,000.00                             | 130,000.00          |
|                          |   |  |                          |                           |                                      | INCOME TAX SAVINGS           | 756,073.86                             | 756,073.86          |
|                          |   |  |                          |                           |                                      | ELECTRIC-PRIN & INT ESCROW   | 148,560.36                             | 148,560.36          |
|                          |   |  |                          |                           |                                      | WASTEWATER DEBT ESCROW       | 258,736.71                             | 258,736.71          |
|                          |   |  |                          |                           |                                      | WASTEWATER REPAIR ESCROW     | 11,944.85                              | 11,944.85           |
|                          |   |  |                          |                           |                                      | DDA-PRIN & INT ESCROW        | 501.77                                 | 501.77              |
|                          |   |  |                          |                           |                                      |                              |  | <u>8,571,330.64</u> |

\*Customer Deposit Breakdown

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

User: KRISTINA

DB: Portland

PERIOD ENDING 09/30/2017

| GL NUMBER                      | DESCRIPTION                            | 2017-18             | YTD BALANCE                     | ACTIVITY FOR                            | AVAILABLE                    | % BDTG<br>USED |
|--------------------------------|--|---------------------|---------------------------------|---|------------------------------|----------------|
|                                |  | AMENDED BUDGET      | 09/30/2017<br>NORMAL (ABNORMAL) | MONTH 09/30/2017<br>INCREASE (DECREASE) | BALANCE<br>NORMAL (ABNORMAL) |                |
| <b>Fund 101 - GENERAL FUND</b> |  |                     |                                 |   |                              |                |
| <b>Revenues</b>                |  |                     |                                 |   |                              |                |
| 101-000-402.000                | REAL PROPERTY TAXES                    | 1,008,150.00        | 598,022.31                      | 394,994.12                              | 410,127.69                   | 59.32          |
| 101-000-428.000                | PILOT-GOLDEN BRIDGE MANOR              | 1,500.00            | 1,717.81                        | 0.00                                    | (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           | 20,930.67                       | 14,968.18                               | 19,069.33                    | 52.33          |
| 101-000-448.000                | SPECIAL ASSESSMENT FEES                | 0.00                | 6.68                            | 0.00                                    | (6.68)                       | 100.00         |
| 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           | 6,789.72                        | 0.00                                    | 23,210.28                    | 22.63          |
| 101-000-455.000                | TRAILER FEES                           | 400.00              | 114.00                          | 39.00                                   | 286.00                       | 28.50          |
| 101-000-476.000                | NON-BUSINESS PERMITS                   | 0.00                | 1,350.00                        | 4,302.00                                | (1,350.00)                   | 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            | 3,344.55                        | 3,344.55                                | (244.55)                     | 107.89         |
| 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          | 53,887.00                       | 0.00                                    | 250,973.00                   | 17.68          |
| 101-000-576.000                | REVENUE SHARING-STAT SALES             | 106,266.00          | 17,711.00                       | 0.00                                    | 88,555.00                    | 16.67          |
| 101-000-620.000                | PBT TESTING FEES                       | 5,000.00            | 586.00                          | 166.00                                  | 4,414.00                     | 11.72          |
| 101-000-623.000                | TRANSCRIPT FEES                        | 1,000.00            | 133.62                          | 61.62                                   | 866.38                       | 13.36          |
| 101-000-624.000                | MISCELLANEOUS FEES                     | 0.00                | 34.79                           | 0.00                                    | (34.79)                      | 100.00         |
| 101-000-628.000                | ADMINISTRATIVE CHARGES                 | 318,857.00          | 79,761.00                       | 26,587.00                               | 239,096.00                   | 25.01          |
| 101-000-630.000                | CEMETERY LOT SALES                     | 1,200.00            | 2,030.00                        | 742.50                                  | (830.00)                     | 169.17         |
| 101-000-633.000                | CEMETERY CARE FEES                     | 4,000.00            | (168.00)                        | (168.00)                                | 4,168.00                     | (4.20)         |
| 101-000-634.000                | GRAVE OPENING FEES                     | 5,000.00            | 2,225.00                        | 825.00                                  | 2,775.00                     | 44.50          |
| 101-000-656.000                | DISTRICT COURT FINES                   | 10,000.00           | 1,813.15                        | 546.15                                  | 8,186.85                     | 18.13          |
| 101-000-661.000                | PARKING FINES                          | 2,400.00            | 660.00                          | 90.00                                   | 1,740.00                     | 27.50          |
| 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            | 542.00                          | 251.00                                  | 958.00                       | 36.13          |
| 101-000-664.000                | SEX OFFENDER REGISTRATION FEES         | 0.00                | 50.00                           | 0.00                                    | (50.00)                      | 100.00         |
| 101-000-667.000                | RENTAL INCOME                          | 0.00                | 300.00                          | 0.00                                    | (300.00)                     | 100.00         |
| 101-000-677.000                | MOWING/STUMP/SNOW REMOVAL              | 0.00                | 57.38                           | 0.00                                    | (57.38)                      | 100.00         |
| 101-000-678.005                | REIMBURSEMENTS-INSURANCE AND WC        | 0.00                | 17,357.49                       | 5,095.49                                | (17,357.49)                  | 100.00         |
| 101-000-678.006                | REIMBURSEMENTS- MISCELLANEOUS          | 15,000.00           | 11,439.62                       | 129.24                                  | 3,560.38                     | 76.26          |
| 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           |
| <b>TOTAL REVENUES</b>          |  | <b>2,048,543.00</b> | <b>820,695.79</b>               | <b>451,973.85</b>                       | <b>1,227,847.21</b>          | <b>40.06</b>   |
| <b>Expenditures</b>            |  |                     |                                 |   |                              |                |
| 100                            | COUNCIL                                | 244,482.00          | 30,302.00                       | 946.85                                  | 214,180.00                   | 12.39          |
| 101                            | COMMUNITY PROMOTIONS                   | 291,060.00          | 74,244.22                       | 27,454.67                               | 216,815.78                   | 25.51          |
| 172                            | CITY MANAGER                           | 159,476.00          | 32,218.45                       | 13,506.31                               | 127,257.55                   | 20.20          |
| 191                            | ELECTIONS                              | 5,110.00            | 854.91                          | 7.75                                    | 4,255.09                     | 16.73          |
| 201                            | GENERAL ADMINISTRATION                 | 332,268.00          | 111,086.91                      | 14,967.85                               | 221,181.09                   | 33.43          |
| 209                            | ASSESSING                              | 48,556.00           | 11,534.33                       | 3,419.65                                | 37,021.67                    | 23.75          |
| 265                            | CITY HALL                              | 53,889.00           | 16,168.93                       | 7,274.53                                | 37,720.07                    | 30.00          |
| 276                            | CEMETERY                               | 154,240.00          | 36,914.56                       | 11,014.05                               | 117,325.44                   | 23.93          |
| 301                            | POLICE                                 | 701,921.00          | 148,060.25                      | 41,591.17                               | 553,860.75                   | 21.09          |
| 371                            | CODE ENFORCEMENT                       | 45,432.00           | 9,560.84                        | 1,581.34                                | 35,871.16                    | 21.04          |
| 728                            | ECONOMIC DEVELOPMENT                   | 6,960.00            | 5,166.55                        | 229.00                                  | 1,793.45                     | 74.23          |
| 751                            | PARKS                                  | 240,475.00          | 29,825.97                       | 7,984.59                                | 210,649.03                   | 12.40          |
| <b>TOTAL EXPENDITURES</b>      |  | <b>2,283,869.00</b> | <b>505,937.92</b>               | <b>129,977.76</b>                       | <b>1,777,931.08</b>          | <b>22.15</b>   |

User: KRISTINA

DB: Portland

PERIOD ENDING 09/30/2017

| GL NUMBER                      | DESCRIPTION | 2017-18        | YTD BALANCE                     | ACTIVITY FOR                            | AVAILABLE                    | % BDGT<br>USED |
|--------------------------------|-------------|----------------|---------------------------------|---|------------------------------|----------------|
|                                |             | AMENDED BUDGET | 09/30/2017<br>NORMAL (ABNORMAL) | MONTH 09/30/2017<br>INCREASE (DECREASE) | BALANCE<br>NORMAL (ABNORMAL) |                |
| Fund 101 - GENERAL FUND        |             |                |                                 |   |                              |                |
| Fund 101 - GENERAL FUND:       |             |                |                                 |   |                              |                |
| TOTAL REVENUES                 |             | 2,048,543.00   | 820,695.79                      | 451,973.85                              | 1,227,847.21                 | 40.06          |
| TOTAL EXPENDITURES             |             | 2,283,869.00   | 505,937.92                      | 129,977.76                              | 1,777,931.08                 | 22.15          |
| NET OF REVENUES & EXPENDITURES |             | (235,326.00)   | 314,757.87                      | 321,996.09                              | (550,083.87)                 | 133.75         |

User: KRISTINA

DB: Portland

PERIOD ENDING 09/30/2017

| GL NUMBER   | DESCRIPTION                    | 2017-18        | YTD BALANCE                     | ACTIVITY FOR                            | AVAILABLE                    | % BDGT<br>USED |
|---|--------------------------------|----------------|---------------------------------|---|------------------------------|----------------|
|   |                                | AMENDED BUDGET | 09/30/2017<br>NORMAL (ABNORMAL) | MONTH 09/30/2017<br>INCREASE (DECREASE) | BALANCE<br>NORMAL (ABNORMAL) |                |
| Fund 105 - INCOME TAX FUND                          |                                |                |                                 |   |                              |                |
| Fund 105 - INCOME TAX FUND:                         |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 702,550.00     | 49,079.41                       | 42,620.79                               | 653,470.59                   | 6.99           |
|   | TOTAL EXPENDITURES             | 690,347.00     | 37,040.42                       | 9,098.84                                | 653,306.58                   | 5.37           |
|   | NET OF REVENUES & EXPENDITURES | 12,203.00      | 12,038.99                       | 33,521.95                               | 164.01                       | 98.66          |
| Fund 150 - CEMETERY PERPETUAL CARE FUND             |                                |                |                                 |   |                              |                |
| Fund 150 - CEMETERY PERPETUAL CARE FUND:            |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 2,500.00       | 850.00                          | 75.00                                   | 1,650.00                     | 34.00          |
|   | TOTAL EXPENDITURES             | 0.00           | 0.00                            | 0.00                                    | 0.00                         | 0.00           |
|   | NET OF REVENUES & EXPENDITURES | 2,500.00       | 850.00                          | 75.00                                   | 1,650.00                     | 34.00          |
| Fund 202 - MAJOR STREETS FUND                       |                                |                |                                 |   |                              |                |
| Fund 202 - MAJOR STREETS FUND:                      |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 323,000.00     | 87,394.85                       | 27,060.97                               | 235,605.15                   | 27.06          |
|   | TOTAL EXPENDITURES             | 322,763.00     | 48,185.98                       | 10,555.05                               | 274,577.02                   | 14.93          |
|   | NET OF REVENUES & EXPENDITURES | 237.00         | 39,208.87                       | 16,505.92                               | (38,971.87)                  | 16,543.8       |
| Fund 203 - LOCAL STREETS FUND                       |                                |                |                                 |   |                              |                |
| Fund 203 - LOCAL STREETS FUND:                      |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 926,390.00     | 66,097.38                       | 39,915.42                               | 860,292.62                   | 7.13           |
|   | TOTAL EXPENDITURES             | 926,339.00     | 134,992.85                      | 81,650.33                               | 791,346.15                   | 14.57          |
|   | NET OF REVENUES & EXPENDITURES | 51.00          | (68,895.47)                     | (41,734.91)                             | 68,946.47                    | 135,089.       |
| Fund 208 - RECREATION FUND                          |                                |                |                                 |   |                              |                |
| Fund 208 - RECREATION FUND:                         |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 106,300.00     | 16,431.01                       | 2,620.85                                | 89,868.99                    | 15.46          |
|   | TOTAL EXPENDITURES             | 113,603.00     | 21,230.17                       | 6,150.68                                | 92,372.83                    | 18.69          |
|   | NET OF REVENUES & EXPENDITURES | (7,303.00)     | (4,799.16)                      | (3,529.83)                              | (2,503.84)                   | 65.71          |
| Fund 210 - AMBULANCE FUND                           |                                |                |                                 |   |                              |                |
| Fund 210 - AMBULANCE FUND:                          |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 576,932.00     | 164,135.18                      | 36,692.04                               | 412,796.82                   | 28.45          |
|   | TOTAL EXPENDITURES             | 631,480.00     | 167,080.58                      | 53,645.29                               | 464,399.42                   | 26.46          |
|   | NET OF REVENUES & EXPENDITURES | (54,548.00)    | (2,945.40)                      | (16,953.25)                             | (51,602.60)                  | 5.40           |
| Fund 248 - DDA FUND                                 |                                |                |                                 |   |                              |                |
| Fund 248 - DDA FUND:                                |                                |                |                                 |   |                              |                |
|   | TOTAL REVENUES                 | 283,000.00     | 265,552.21                      | 232,973.68                              | 17,447.79                    | 93.83          |
|   | TOTAL EXPENDITURES             | 264,129.00     | 39,470.68                       | 10,223.43                               | 224,658.32                   | 14.94          |
|   | NET OF REVENUES & EXPENDITURES | 18,871.00      | 226,081.53                      | 222,750.25                              | (207,210.53)                 | 1,198.04       |
| 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     | 24,549.22                       | 10,986.65                               | 87,600.78                    | 21.89          |
|   | TOTAL EXPENDITURES             | 111,000.00     | 36,713.65                       | 12,598.19                               | 74,286.35                    | 33.08          |
|   | NET OF REVENUES & EXPENDITURES | 1,150.00       | (12,164.43)                     | (1,611.54)                              | 13,314.43                    | 1,057.78       |

PERIOD ENDING 09/30/2017

| GL NUMBER                      | DESCRIPTION                    | 2017-18        | YTD BALANCE                     | ACTIVITY FOR                            | AVAILABLE                    | % BDGT<br>USED |
|--------------------------------|--------------------------------|----------------|---------------------------------|---|------------------------------|----------------|
|                                |                                | AMENDED BUDGET | 09/30/2017<br>NORMAL (ABNORMAL) | MONTH 09/30/2017<br>INCREASE (DECREASE) | BALANCE<br>NORMAL (ABNORMAL) |                |
| Fund 582 - ELECTRIC FUND       |                                |                |                                 |   |                              |                |
| Fund 582 - ELECTRIC FUND:      |                                |                |                                 |   |                              |                |
|                                | TOTAL REVENUES                 |                |                                 |   |                              |                |
|                                | TOTAL EXPENDITURES             | 4,113,225.00   | 748,126.93                      | 373,498.78                              | 3,365,098.07                 | 18.19          |
|                                | NET OF REVENUES & EXPENDITURES | 4,863,213.00   | 858,293.64                      | 264,640.39                              | 4,004,919.36                 | 17.65          |
|                                |                                | (749,988.00)   | (110,166.71)                    | 108,858.39                              | (639,821.29)                 | 14.69          |
| Fund 590 - WASTEWATER FUND     |                                |                |                                 |   |                              |                |
| Fund 590 - WASTEWATER FUND:    |                                |                |                                 |   |                              |                |
|                                | TOTAL REVENUES                 | 1,291,666.00   | 142,826.62                      | 71,885.64                               | 1,148,839.38                 | 11.06          |
|                                | TOTAL EXPENDITURES             | 1,441,345.00   | 190,203.56                      | 85,099.39                               | 1,251,141.44                 | 13.20          |
|                                | NET OF REVENUES & EXPENDITURES | (149,679.00)   | (47,376.94)                     | (13,213.75)                             | (102,302.06)                 | 31.65          |
| Fund 591 - WATER FUND          |                                |                |                                 |   |                              |                |
| Fund 591 - WATER FUND:         |                                |                |                                 |   |                              |                |
|                                | TOTAL REVENUES                 | 909,089.00     | 120,930.97                      | 58,261.35                               | 788,158.03                   | 13.30          |
|                                | TOTAL EXPENDITURES             | 1,271,679.00   | 301,173.78                      | 214,574.47                              | 970,505.22                   | 23.68          |
|                                | NET OF REVENUES & EXPENDITURES | (362,590.00)   | (180,242.81)                    | (156,313.12)                            | (182,347.19)                 | 49.71          |
| Fund 661 - MOTOR POOL FUND     |                                |                |                                 |   |                              |                |
| Fund 661 - MOTOR POOL FUND:    |                                |                |                                 |   |                              |                |
|                                | TOTAL REVENUES                 | 362,793.00     | 97,826.14                       | 10,864.46                               | 264,966.86                   | 26.96          |
|                                | TOTAL EXPENDITURES             | 425,804.00     | 103,575.01                      | 17,851.15                               | 322,228.99                   | 24.32          |
|                                | NET OF REVENUES & EXPENDITURES | (63,011.00)    | (5,748.87)                      | (6,986.69)                              | (57,262.13)                  | 9.12           |
| TOTAL REVENUES - ALL FUNDS     |                                |                |                                 |   |                              |                |
| TOTAL EXPENDITURES - ALL FUNDS |                                |                |                                 |   |                              |                |
|                                | NET OF REVENUES & EXPENDITURES | 9,709,595.00   | 1,783,799.92                    | 907,455.63                              | 7,925,795.08                 | 18.37          |
|                                |                                | 12,469,602.00  | 1,937,960.32                    | 766,087.21                              | 10,531,641.68                | 15.54          |
|                                |                                | (2,760,007.00) | (154,160.40)                    | 141,368.42                              | (2,605,846.60)               | 5.59           |

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2017**

**Calls for Service**

|                      |     |
|----------------------|-----|
| Dispatched           | 126 |
| Patrol Originated    | 6   |
| Follow Up Complaints | 17  |
| Assist to PPD        | 14  |
| Assist to Fire / EMS | 10  |
| Assist Other Depts   | 9   |

**Other Functions**

|                            |     |
|----------------------------|-----|
| Pistol Purchase Permits    | 1   |
| PBT's                      | 74  |
| FOIA Requests              | 12  |
| Sex Offender Registrations | 0   |
| Directed Patrol            | 73  |
| Training                   | 17  |
| Administrative             | 105 |
| Miscellaneous Function     | 18  |

**Traffic Stops**

|                   |    |
|-------------------|----|
| Total Stops       | 88 |
| Traffic Citations | 28 |
| Verbal Warnings   | 73 |
| Parking Citations | 4  |

**Other**

|                          |     |
|--------------------------|-----|
| Physical Business Checks |     |
| Interior                 | 87  |
| Exterior                 | 233 |
| Patrol Contacts          | 535 |

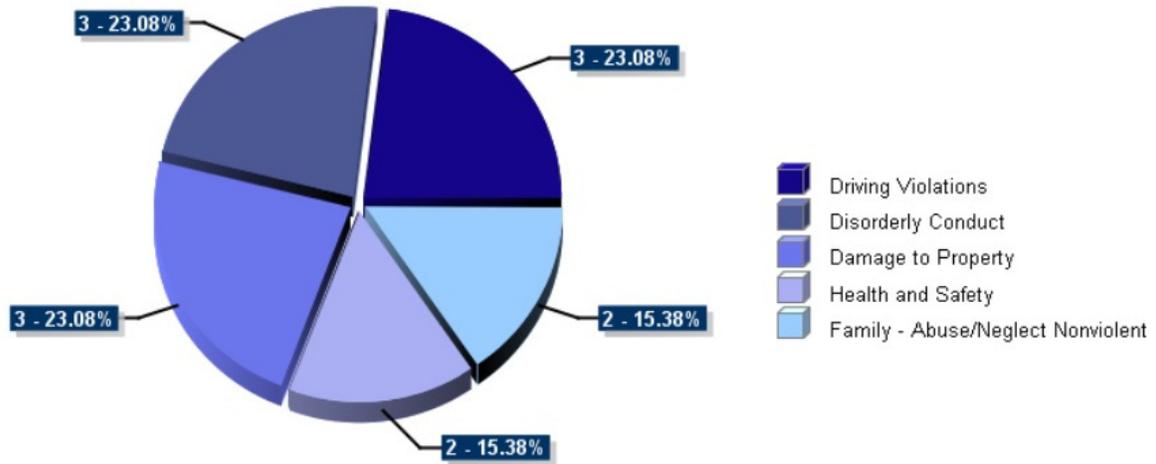
**Arrests**

|                     |   |
|---------------------|---|
| Misdemeanor Persons | 2 |
| Misdemeanor Charges | 2 |
| Felony Persons      | 2 |
| Felony Charges      | 3 |

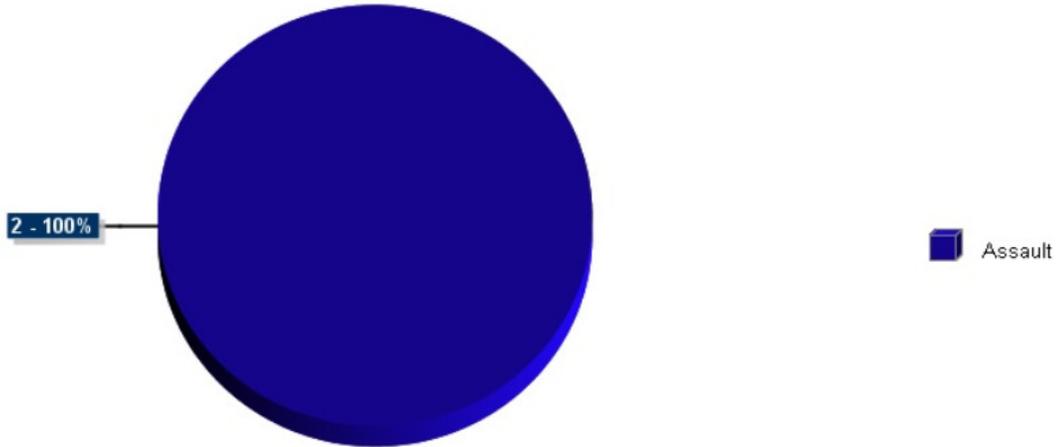
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PORTLAND POLICE DPEARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2017

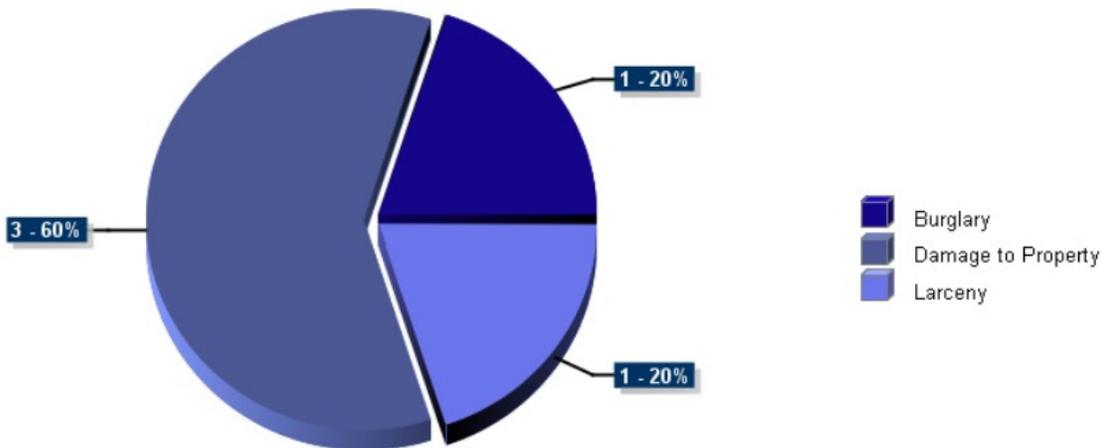
Top 5 Offenses



Person Crimes



Property Crimes



City Of Portland  
Water Department  
Monthly Water Report  
September 2017

Monthly Water Production

|         |                   |
|---------|-------------------|
| Well #4 | 4,493,000 Gallons |
| Well #5 | 92,500 Gallons    |
| Well #6 | 8,897,000 Gallons |
| Well #7 | 38,000 Gallons    |

Daily Water Production

|         |                 |
|---------|-----------------|
| Well #4 | 149,767 Gallons |
| Well #5 | 3,083 Gallons   |
| Well #6 | 296,567 Gallons |
| Well #7 | 1,267 Gallons   |

Daily Average Water Production for All Wells

450,684 Gallons

Total Water Production for the Month

13,520,500 Gallons

Total Water Production for the Previous Month

14,455,500 Gallons

Total Production decreased by

935,000 Gallons

Total Production for This Month from the Previous Year

12,144,100 Gallons

Total Production increased by

1,376,400 Gallons

Rodney D. Smith Jr.  
Water Technician

# PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR September 2017

## NPDES COMPLIANCE

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

## OPERATIONS

The WWTP treated **8.7 million gallons** and discharged **7.0 million gallons** for the month of August. The CBOD was 6 ppm, the Total Suspended Solids was 16 ppm, the phosphorus was 0.9 ppm, and the fecal coliform was 141 counts/100ml.

All of the WWTP and Lift Station alarm dialers were replaced during September by UIS. The new system is compatible to the existing alarm system for the Water Department. We were able to eliminate four telephone lines with this upgrade. This system is also SCADA ready for remote control with a future reprogramming of the WWTP PLC.

The service technician from Aerzen was here during the month to replace the blower drive shaft seals and any damaged sleeves. The WWTP workers assisted him so that they could learn how to do this in house if they should require replacement in the future. The technician also performed the 20,000 hour inspection and maintenance on all four aeration blowers while he was here. The blowers should now be good for another 20,000 hours.

The men finished painting the 1<sup>st</sup> floor of the service building including the floors. They are now proceeding down to the 2<sup>nd</sup> level and will continue painting the ceiling, walls and floor on this level as well.

## Maintenance & Capitol Expenses for September 1, 2017 to September 30, 2017

| ITEM   | COST       |
|--|------------|
| Tom's Do It Center – Distilled water, padlock, painting supplies, etc. | \$ 71.33   |
| North Central Labs – Laboratory supplies                               | \$ 482.93  |
| Model 1 <sup>st</sup> – First Aid kit Restocking for MIOSHA compliance | \$ 167.84  |
| Michigan Agri Business – Bio solids haul & land application            | \$ 7020.00 |
| USA Bluebook – Safety signs, floor pain, Stenner pump parts, etc.      | \$ 1039.14 |
| North Group – Tnemec industrial paint                                  | \$ 347.00  |
| ECP Hardware – SS latch knobs for Thickener                            | \$ 206.39  |

|                               |                    |
|-------------------------------|--------------------|
| B&W Automotive – RTV sealant  | \$ 8.93            |
| <hr/>                         |                    |
| <b>Total Monthly Expenses</b> | <b>\$ 9343.56</b>  |
| <b>Total Spent YTD</b>        | <b>\$ 19856.59</b> |

**WASTEWATER COLLECTION SYSTEM ACTIVITY**

|  |          |
|--|----------|
| Sewer Trouble Spots sections cleaned     | 3405 ft. |
| Routine cleaning                         | 1245 ft. |
| Sewer call outs due to building services | 2        |
| Sewer call outs due to plugged City main | 0        |
| New connections to sewer main            | 0        |
| Building Services Televised              | 2        |
| Building Services Inspected              | 0        |
| City Main Televised                      | 0        |

**SEWER CALLOUTS**

September 11, 2017

A call was received by the DPW from a resident on Barley St. that they were experiencing a sewer backup. The WWTP operators arrived on the scene at 2:00PM to investigate the cause of the backup. Upon inspection of the main, the flow was found to be normal with no indications of surcharging. They made an appointment to return the following day to televise the house service. Heavy roots were found at every joint from 25 feet to 50 feet. At 50 feet the line changed from clay tile to PVC. They recommended that they clean the line and concentrate on the area of heavy roots.

September 20 2017

A call was received by the DPW from a resident on Riverside Dr. that their sewer had backed up. Upon arrival the WWTP workers inspected the flow in the city main at the manhole. The house service entered the manhole so the crew placed the push camera in the line. They pushed the camera in the line approximately 18 feet and found a large mass of roots where the line then transitioned to PVC. They recommended that the homeowner call a plumber to remove the root mass.

Respectively Submitted,

Doug Sherman  
 WWTP Superintendent

## **IONIA COUNTY BOARD OF COMMISSIONERS**

**October 10, 2017 - 3:00 p.m.**  
**Commissioners' Meeting Room – Courthouse – 3<sup>rd</sup> 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)
  - B. Approve minutes of closed session meeting of September 26, 2017
- VII. Unfinished Business**
  - A.
- VIII. New Business**
  - A. 2018 Budget Hearing
  - B. Adopt 2018 Budget Resolution
  - C. Mid-State Health Network SUD Agreement
  - D. Approval of Juvenile Detention Center Bed Rental Agreement
  - E. Central Dispatch request to promote to fill Dispatch Supervisor position
  - F. Sheriff Department In-Car Camera Purchase
  - G. Area Agency on Aging of Western Michigan Contract Amendment No. 61.54-FY17.3
  - H. HVAC Unit for Circuit Court Courtroom
  - I. Approval of Medical Examiner Proposal
  - J. Acknowledgement of PA116 Farmland Agreements
    - 1. Geerlings Hillside Farms, LLC (17-002-FA)
    - 2. Geerlings Hillside Farms, LLC (17-003-FA)
    - 3. Geerlings Hillside Farms, LLC (17-004-FA)
    - 4. Geerlings Hillside Farms, LLC (17-005-FA)
    - 5. Geerlings Hillside Farms, LLC (17-006-FA)
    - 6. Geerlings Hillside Farms, LLC (17-007-FA)

7. Geerlings Hillside Farms, LLC (17-008-FA)
  8. Geerlings Hillside Farms, LLC (17-009-FA)
  9. Brook View Dairy, LLC (17-10-FA)
  10. Brook View Dairy, LLC (17-011-FA)
  11. Brook View Dairy, LLC (17-012-FA)
- K. Acknowledgement of Applications for Appointment
1. Board of Canvassers
  2. Construction Board of Appeals
  3. Department of Human Services Board
- L.

**IX. Reports of Officers, Boards, and Standing Committees**

- A. Chairperson
- B. County Administrator

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

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

**XII. Closed Session**

**XIII. Adjournment**

**Board and/or Commission Vacancies**

- Board of Public Works – One three-year term expiring January 2018.
- Community Corrections Advisory Board – One term with no set expiration date – This position serves as a Media Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2017. One of these positions serves as an alternate member.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2017.

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

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

- *Central Dispatch Board of Directors* – Two two-year Citizen Representative appointments.
- *Substance Abuse Initiative* - Four two-year appointments – one from each of the following commissioner districts: District One, District Two, District Six and District Seven.
- *West Michigan Regional Planning Commission* – Three one-year appointments.
- *WMRPC Comprehensive Economic Development Strategy Committee* – Two one-year appointments.