

# 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