

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, November 20, 2017

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Thomas; Ambulance Director Gensterblum; Paramedic Alex Hanses

Guests: Logan McDaniels & Family; Kathy Parsons; Jon Moxey of Fleis & VandenBrink; Karen Bota of the Sentinel Standard

The meeting was called to order at 7:00 P.M. by City Clerk Miller with the Pledge of Allegiance led by Logan McDaniels.

City Clerk Miller held the swearing in ceremony for newly elected Council Members Baldyga, Fitzsimmons, and Johnston

City Clerk Miller opened the floor for nominations for Mayor.

Motion by Baldyga, supported by VanSlambrouck, to nominate Barnes as Mayor.

There were no other nominations.

City Clerk closed nominations for Mayor and held the vote for the election of Barnes as Mayor.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Mayor Barnes opened the floor for nomination for Mayor Pro-Tem.

Motion by Fitzsimmons, supported by Johnston, to nominate VanSlambrouck as Mayor Pro-Tem.

There were no other nominations.

Nominations were closed and City Clerk Miller held the vote for VanSlambrouck as Mayor Pro-Tem.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

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

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman reported that needed repairs to West St. adjacent to St. Patricks School were started this morning. The section between Grand River Ave. and Center St. was rated as needing improvements on the most recent PASER study. On Friday, DPW Superintendent Gensterblum discovered repairs could be made today. An 8-ft. section from the curb was milled this morning and will be repaved tomorrow. This repair will improve the situation until the entire street can be repaired.

The Police Department has been researching alternatives for a new or improved facility. One of the considerations has been utilizing the unused space at City Hall. One of the ideas is to move the Council Chambers to the 2nd floor and relocate the Police Department into the current Council Chambers after renovations. The next step in the process is to talk to an architect and consider the relocation of the audio/video equipment, which is in need of upgrade, and get estimates on the cost of the entire project.

Mayor Barnes stated his appreciation for the consideration of a new facility for the Police Department and thinking outside the box. He stated that it makes sense to utilize the ground floor of City Hall for the Police Department and to move the Council Chambers, which is used less frequently, to the 2nd floor.

City Manager Gorman stated that he serves on the Michigan Emergency Response Coordination Council. He reported that FEMA has updated the Michigan Critical Management System. He and Police Chief Thomas will participate in developing an Emergency Response Plan for the City of Portland.

In 2011, the City allowed Ionia County Central Dispatch to house their communication towers on the water tower and the City took down its equipment. The tornado in 2015 revealed the need for better communication systems so the City would like to relocate equipment back on the tower. A verbal agreement has been reached that Ionia County Central Dispatch will pay approximately \$9,000 for the City to put equipment on the water tower located on Charlotte Hwy. This fee is a one-time co-location fee that will be paid in lieu of paying an annual lease. A resolution regarding this issue will be presented to Council for approval at its next meeting.

City Manager Gorman reported he was informed that the Divine Hwy. Bridge project was not funded this year through the Local Bridge Program Administered by the Michigan Department of Transportation. An application will be resubmitted in May 2018. The Grand River Avenue Bridge was chosen for funding in 2020. This funding requires a 5% local match.

The Parks & Recreation Master Plan survey closed on November 9, 2017. The number of respondents doubled from the last time the survey was completed. A public workshop is scheduled for Wednesday, November 29, 2017 at 6:00 P.M. to gather additional public input on project priorities for the proposed 2018-2023 City of Portland 5-Year Park & Recreation Plan.

Dick's Sporting Goods has become a community partner with Portland for its recreation programs. They will provide equipment and monetary donations to the City of Portland.

The substantial amount of work has been completed on the James Street Improvement Project. The basecoat of asphalt has been put down but the topcoat will be laid in the Spring. The planning process for the tree planting is underway.

The City is still working with St. Patricks School and Portland Public Schools on the Safe Routes to School program. Walking audits are being completed and a meeting will be held in early December for the next step.

The City is working with the Friends of the Red Mill and Portland Public Schools to determine who vandalized the men's bathroom at the Red Mill Pavilion.

Under Presentations, Mayor Barnes presented a Life Saving Award to Logan McDaniels.

Under New Business, the Council considered Resolution 17-94 to approve a SAW Grant Agreement (Stormwater Asset Management, and Wastewater Asset Management) through the MDEQ. This grant provides funding for planning and design of sewage collection and treatment projects, development of asset management plans for sanitary and stormwater systems, development of stormwater plans and PILOT testing of innovative projects. SAW Grants are available for up to \$2 million per municipality with a 10% local match on the first \$1 million, and a 25% local match on the second \$1 million. Grants cover only planning and design activities and may be used for payment to consultants or contractors, or to pay for City personnel and expenses directly related to the work. The City of Portland was recently notified it was approved for funding in the amount of \$764,849.00 with a match of \$25,851.00.

Mr. Moxey of Fleis & VandenBrink explained the lottery system under which grants were awarded and the process over which the project will be completed.

Mr. Moxey also explained the challenges associated with West St. There may still be some ponding in the curb area but will be much improved after repairs are completed tomorrow.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-94 approving a SAW Grant Agreement and authorizing the City Manager to sign same.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-95 to approve the Uniform Transfer Provision for the MERS Defined Benefit Retirement Plan. The City has a Defined Benefit (DB) Plan with three divisions through the MERS (Municipal Employees' Retirement System). Current employees that are promoted from union positions to management positions cannot transfer from the union division of the DB Plan to the nonunion division without Council approved because the plans are closed. The City Manager recently appointed Star Thomas as Chief of Police, a nonunion position, city staff recommend that City Council approve the MERS Uniform Transfer Provision.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-95 approving the Uniform Transfer Provision for the MERS Defined Benefit Retirement Plan.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-96 to approve a contract amendment, in the amount of \$7,500.00, to the proposal from Fleis & VandenBrink to provide design engineering for the roadway related to the development of the Cutler Rd. property. In light of the likely Sparrow acquisition, it is important that the City properly plan for future development of the remaining parcel at Grand River Ave. and Cutler Rd., contemplating approved zoning uses and the requirements of the Land Division Act.

Mr. Moxey presented and explained various options for potential development of the property at Grand River Ave. and Cutler Rd.

There was discussion.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 17-96 approving a contract amendment to the proposal from Fleis & VandenBrink to provide design engineering for the roadway related to the development of the Cutler Rd. property.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 17-97 to approve the purchase of a Street Scout speed trailer in the amount of \$5,130.00 for the Police Department. The Chief of Police and City Manager believe it would be beneficial for the City to have its own speed trailer for consistent operation and use and are recommending the approval.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 17-97 approving the purchase of a Street Scout speed trailer for the Portland Police Department.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-98 to approve a contract with R.C. Systems, Inc. in the amount of \$16,700.00. The Parks & Recreation Department is seeking to update its processes for the administration of its recreation programs that will be more efficient for participants and administrators. The Parks & Recreation Director has researched this matter and recommends the City Council approve a 5-year contract with R.C. Systems, Inc. in the amount of \$16,700.00.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 17-98 approving a contract with R.C. Systems, Inc. for software related to the Parks & Recreation Department.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on November 6, 2017, payment of invoices in the amount of \$134,547.18 and payroll in the amount of \$146,321.44 for a total of \$280,868.62. Purchase orders to Superior Asphalt Inc. in the amount of \$11,925.00 for mill and fill repair on West St. and Michigan Wood Fibers in the amount of \$13,450.00 for removal and recycle of the brush and compost piles were also included.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted the funds for removal of the brush and compost piles have been budgeted for. This will be a reoccurring budget item every year.

City Manager Gorman recognized both of the local football teams for their success this season. Portland High School won a League and District Championship while St. Patrick's football team made it to the State Championship held in Marquette but unfortunately fell to the team from Crystal Falls. Ironically, Crystal Falls is where former DDA/Main Street Director Reagan now serves as City Manager. City Manager Gorman formally congratulated the Crystal Falls football team on their success.

City Manager Gorman commented that there are many new and exciting things happening in Portland. He noted that there will be intermittent closures of the Veterans Memorial Bridge for technical work.

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated the VFW will serve a free, homemade Thanksgiving dinner on Thanksgiving Day. The community is invited.

Council Member Baldyga stated how privileged he feels to serve the citizens of Portland. He thanked the community for their support.

Mayor Barnes noted that he received an application for Boards and Commissions from Ted Alberta for the Board of Light and Power.

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

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:03 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk