

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 4, 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; Finance Director Kinde; Police Chief Thomas; DDA/Main Street Director Conner Wellman

Guests: Kathy Parsons; Mike Judd; Steve Kirinovic of SK&T, PC

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 reported that the Parks & Recreation Master Plan process continues to move forward. A Public Workshop was held Wednesday, November 29, 2017 to review the project priorities and survey responses. Another Public Workshop will be held Thursday, December 14, 2017 at 6:00 P.M. at City Hall for the same purpose.

The Planning Commission will meet on Wednesday, December 13, 2017 at 7:00 P.M. to consider a Special Land Use request by Terry Frewen to permit an accessory apartment for a business at 1323 E. Bridge St.

City Manager Gorman congratulated Officer Tim Groenhof who was recently promoted to Sergeant by Police Chief Thomas.

City Manager Gorman noted the two grant award letters included in the Communications. The City was awarded funding (5% match) for the Grand River Avenue Bridge for a project to be completed in 2019/2020 and an \$800 Wellhead Protection Grant that will assist with public outreach.

Under Presentations, Steve Kirinovic, CPA of SK&T, PC presented the 2016/2017 Fiscal Year Audit.

DDA/Main Street Director Conner Wellman presented her report on Downtown activities. The DDA will hold a Strategic Planning Session on Thursday, January 11, 2018. Holidayfest will be held Saturday, December 9, 2017 at 4:00 P.M.

Under New Business, the Council considered Resolution 17-99 to amend the Budget for Fiscal Year 2017-2018.

Council Member Baldyga thanked Finance Director Kinde and staff for the clean audit.

Mayor Barnes also extended his appreciation for the efforts of Finance Director Kinde and staff and stated that the finances for the City of Portland are fiscally sound.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-99 to amend the Budget for Fiscal Year 2017-2018.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-100 to prohibit the operation of marihuana facilities in the City of Portland. The Medical Marihuana Facilities Licensing Act, 2016 PA 281, provides for state licensing and regulation of Medical Marihuana Facilities. Act 281 provides that one of these facilities shall not operate in a municipality unless the municipality adopts an ordinance that authorizes the operation. The City of Portland Ordinances currently prohibit these operations. The City Council has determined it shall not adopt ordinance provisions to authorize these facilities in the City of Portland.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-100 to prohibit the operation of Marihuana Facilities in the City of Portland.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-101 to approve a Grant Agreement for voting system hardware, firmware and software and authorizing the City Clerk to sign the same. The City of Portland wishes to apply to the Michigan Secretary of State for a grant to purchase a new voting system. The Grant Agreement is to establish a grant program to acquire and implement replacement voting systems throughout the state. Partial funding for the new voting system will be provided by the State and will include a combination of Federal Help America Vote Act and State-appropriated funds. Local funding obligations will require the City of Portland to cover the costs for the extended service and maintenance for years 6 through 10.

There was discussion regarding the new election equipment.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 17-101 approving a Grant Agreement for voting system hardware, firmware and software and authorizing the City Clerk to sign same.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-102 to approve Pay Request No. 3 to CL Trucking, Inc. for work completed through November 24, 2017 on the James Street Improvement Project. The City Engineer on the project has reviewed the pay request and recommends the payment in the amount of \$320,786.98.

City Manager Gorman stated that the restoration work is being completed on the project and that the final coat of blacktop will be laid in the Spring. The City is working with residents of James Street to ensure they use “safety salt” on the new concrete to prevent damage to it.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 17-102 approving Pay Request No. 3 to CL Trucking, Inc. for work done on the James Street Improvement Project.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 17-103 to approve a Communication Location Agreement between the City and Ionia County Central Dispatch. In 2011 the City agreed to remove its communication equipment from its water tower located on Hill St. in order to allow Central Dispatch to install its communication equipment on the tower to facilitate 911 emergency services. During the aftermath of the 2015 tornado, the City recognized the lack of interdepartmental communications and the need to reestablish its communication equipment on the water tower. The City and Central Dispatch have been engaged in good-faith discussions and have determined that its in their mutual interest for Central Dispatch to pay the City a one-time fee to relocate the City's communication equipment to the water tower located on Charlotte Hwy. in the amount of \$9,354.70 in accordance with the Communication Location Agreement.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-103 approving, authorizing, and directing the Mayor to sign a Communication Location Agreement between the City and Ionia County Central Dispatch.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-104 to approve a proposal from Chrouch Communications Inc. to perform radio system modifications for the City in the amount of \$9,354.70 in conjunction with Communication Location Agreement between the City and Ionia County Central Dispatch.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 17-104 approving a proposal from Chrouch Communications, Inc. to perform radio system modifications for the City.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 17-105 to approve 2018 City Council meeting dates.

Motion by Johnston, supported by Baldyga, to approve Resolution 17-105 approving 2018 City Council meeting dates.

Yeas: Johnston, Baldyga, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-106 to confirm the Mayor's appointment of Ted Alberta to the Board of Light & Power.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-106 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Baldyga, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on November 20, 2017, payment of invoices in the amount of \$366,433.80 and payroll in the amount of \$114,672.32 for a total of \$481,106.12. There were no purchase orders over \$5,000.00.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman reminded residents that the Portland District Library is holding a Celebrity Reading event on Tuesday, December 5, 2017.

He also noted that he will be meeting with the Portland and Danby Township Supervisors on Tuesday, December 5, 2017 to discuss the Portland Area Municipal Authority.

City Manager Gorman thanked DDA/Main Street Director Conner Wellman and Council Member Johnston for of their efforts on planning for Holidayfest, which will be held the Saturday, December 9, 2017.

Under Council Comments, Mayor Barnes noted that the Blue Mason Jar has opened a basement level to their store on Kent St. It offers a unique view of the Grand River.

Mayor Pro-Tem VanSlambrouck commented that he visited Smith Music Store recently and that the VFW served over 200 meals on Thanksgiving Day.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:10 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk