



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

7:00 P.M. Monday, February 5, 2018
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:10 PM	VI. <u>Presentations</u> A. DDA/Main Street Director Conner Wellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> – None	
7:15 PM	IX. <u>New Business</u> A. Proposed Resolution 18-04 Approving the Board of Light and Power’s Recommendation to Approve Farabee Mechanical’s Proposal Perform Maintenance on the Diesel Generators	Decision
7:18 PM	B. Proposed Resolution 18-05 Approving the Board of Light and Power’s Recommendation to Approve Farabee Mechanical’s Proposal Perform Maintenance on the Diesel Generators	Decision
7:20 PM	C. Proposed Resolution 18-06 Approving a Proposal from JWC Environmental Related to Maintenance and Repair to the Channel Monster Grinder at the Wastewater Treatment Plant	Decision
7:23 PM	D. Proposed Resolution 18-07 Approving a Capacity Purchase for the Board of Light and Power through the Michigan Public Power Agency	Decision
7:25 PM	X. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting held on January 15, 2018 and the Goal Setting Session held on January 29, 2018 B. Payment of Invoices in the Amount of \$117,142.59 and Payroll in the Amount of \$115,116.68 for a Total of \$232,259.27 C. Purchase Orders over \$5,000.00 1. Michigan Municipal Electric Association in the Amount of \$5,352.00 for 2018 Membership Dues	Decision

<u>Estimated Time</u>
7:27 PM
7:30 PM
7:35 PM
7:40 PM

- XI. Communications**
 - A. DDA Minutes for December 21, 2017
 - B. Utility Billing Reports for December 2017
 - C. Water Department Report for January 2018
 - D. Wastewater Treatment Plant Report for December 2017
 - E. Retirement System Annual Report for 2017
 - F. Ionia County Board of Commissioners Agenda for January 23, 2018

XII. Other Business - None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-04

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO APPROVE FARABEE MECHANICAL'S PROPOSAL TO
PERFORM MAINTENANCE ON THE DIESEL GENERATORS**

WHEREAS, the Board of Light and Power met on January 16, 2018 and recommended that the City Council approve a proposal from Farabee Mechanical Inc. to perform maintenance and inspection on the 3 diesel generators for \$18,316.40. A copy of the Electric Superintendents memo and proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power recommendation to approve a proposal from Farabee Mechanical Inc. to perform maintenance and inspection on the 3 diesel generators for \$18,316.40 a copy of which is included in the attached Exhibit A.
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: February 5, 2018

Monique I. Miller, City Clerk

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

Jan. 19th, 2018

City Council
City Manager

Re: Light & Power Board recommendations

At the Light & Power Board meeting on Jan.16th, 2018, the Light & Power Board passed 3 recommendations to the City Council.

#1-Test our Catalytic Converters with Farabee Construction as required by the EPA Rice-Mact for compliance. Required every 5 years. Test 3 converters for a sum of \$18,914.50.

#2-Complete preventive maintenance on our diesel engine/generators, with Farabee Construction, for a sum of \$18,316.40.

#3-Have the Member Authorized Representative, sign a Letter of Authorization to purchase capacity for the planning year 2021/2022 to bring us into compliance with PA 341.

Respectfully,

Jon M. Hyland

City of Portland, Board of Light & Power

#2-



FMI

Farabee Mechanical Inc.

P.O. Box 1748 • Hickman, NE 68372-1748
Phone (402) 792-2612 • Fax (402) 792-2712

January 5, 2018

City of Portland
Mike Hyland
259 Kent St.
Portland, MI 48875

FMI Project Number: 2301052018

Per our discussion, FMI is pleased to quote the following work at your power plant to help assure trouble free operation of your three generating units. Mechanical inspection of the generating units will be completed at the same time systems cleaning and inspections are being done. The following work will be completed for all three units:

Measure and record deflection readings for all cylinders

Measure and record rod bearing clearances

Measure and record main bearing clearances

Inspect and record lower liner condition for all cylinders

Inspect and set valve lash for all cylinders

Remove, pop test, recalibrate and reinstall all fuel injectors

Inspect outboard bearing ring condition and oil level

Inspect condition and tension of exciter belts

Inspect condition of generator brushes

Inspect and clean cooling tower basins

Drain, inspect and clean cooling tower drain tanks

Dismantle, clean and reassemble raw water strainers

Replace fuel filters

Inspect and clean air intake filters

Inspect starting air tanks and install new automatic drains as required

Test run all units, troubleshoot and rectify any operational difficulties

Prepare and submit report containing findings

For the sum of \$18,316.40, FMI will provide all of the necessary labor, tools and knowledge required to complete the tasks outlined above. Any required parts, gaskets, etc. will be billed as additional items to the final invoice.

If the proposed work is approved, FMI could be onsite by January 29, 2018 or at a time that is convenient for plant personnel.

Thank you for this opportunity to earn your business. Please let us know if you have any questions or need any additional information. We look forward to working with you on this project.

Respectfully,

Christopher D. Farabee
Farabee Mechanical Inc.

Terms and Acceptance Agreement

FMI Project #2301052018

January 5, 2018

\$18,316.40 Total Contract: (excludes any applicable taxes)

Any required parts, gaskets, etc. to be added to invoice upon completion

To be billed upon completion of inspection and submission of report

Offer to the City of Portland accepted by:

Signature: _____

Title: _____

Date: _____

Purchase Order Number: _____

To be returned to Farabee Mechanical Inc.

Christopher D. Farabee

Christopher D. Farabee
Farabee Mechanical Inc.
PO Box 1748
Hickman, NE 68372
402-792-2612
Fax: 402-792-2712
farabee@inebraska.com

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-05

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO APPROVE FARABEE MECHANICAL'S PROPOSAL TO
PERFORM MAINTENANCE ON THE DIESEL GENERATORS**

WHEREAS, the Board of Light and Power met on January 16, 2018 and recommended that the City Council approve a proposal from Farabee Mechanical Inc. to perform the RICE-MACT Compliance Testing on the three Catalytic Converters for \$18,914.50. A copy of the Electric Superintendents memo and proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power recommendation to approve a proposal from Farabee Mechanical Inc. to perform maintenance and inspection on the 3 diesel generators for \$18,914.50 a copy of which is included in the attached Exhibit A.
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: February 5, 2018

Monique I. Miller, City Clerk

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

Jan. 19th, 2018

City Council
City Manager

Re: Light & Power Board recommendations

At the Light & Power Board meeting on Jan.16th, 2018, the Light & Power Board passed 3 recommendations to the City Council.

#1-Test our Catalytic Converters with Farabee Construction as required by the EPA Rice-Mact for compliance. Required every 5 years. Test 3 converters for a sum of \$18,914.50.

#2-Complete preventive maintenance on our diesel engine/generators, with Farabee Construction, for a sum of \$18,316.40.

#3-Have the Member Authorized Representative, sign a Letter of Authorization to purchase capacity for the planning year 2021/2022 to bring us into compliance with PA 341.

Respectfully,

Jon M. Hyland

City of Portland, Board of Light & Power

#2-



FMI

Farabee Mechanical Inc.

P.O. Box 1748 • Hickman, NE 68372
Phone (402) 792-2612 • Fax (402) 792-2712

January 12, 2018

City of Portland
Mike Hyland
259 Kent St.
Portland, MI 48875

FMI Project Number: 2301122018

Per your request, Farabee Mechanical, Inc., is pleased to offer products and services to perform the RICE-MACT Compliance Testing on three (3) units in your facility.

FMI will supply all tools, skills, equipment, materials and labor to perform testing (using EPA methods 10 and 3A) on three (3) units in your facility:

- Complete and Submit the required notices to Michigan DEQ and EPA Region 5 prior to the test dates
- Complete and Submit the required notices and reports to Michigan DEQ and EPA Region 5 following testing
- Update Site Specific Monitoring Plan Binders for each unit accordingly to reflect new test results and dates
- Perform health check on monitors and associated components including zeroing differential pressure transducers prior to testing as necessary
- Update monitor alarm parameters and make any requested/required configuration changes
- Provide any requested/required (re)training on monitor operation/data downloading to plant personnel
- Post an FMI representative on-site to coordinate testing between the test company (Comprehensive Emissions Services) and plant personnel. This representative will be able to address any questions or issues that arise during the testing procedure. The representative will also have a supply of spare monitoring components should any malfunction occur.
- Prior to testing – analyze graphs from monitors to determine if preemptive maintenance is required to insure catalyst elements are able to achieve the required reduction

Items to be responsibility of the City of Portland:

- Supply 240V 50 amp service for testing company
- Supply engine load of 90% or better of rated capacity for testing
- Supply fuel and manpower for testing (approximately 4 hours per engine)
- Bucket Truck or Man Lift to facilitate access to test ports

Thank you for your interest in our products and services.

Project Total Cost: \$18,914.50 (excludes taxes)

Price quote will be good until March 31, 2018. Testing will be arranged after received a signed terms and acceptance agreement. We at FMI are aware of the time constraints the City of Portland may have for the completion of the work and can be somewhat flexible with scheduling. Testing June 12 & 13 will allow for completion of testing prior to the expiration of the original testing. Please call with questions or clarifications.

Respectfully,

Christopher D. Farabee

Christopher D. Farabee

Terms and Acceptance Agreement

FMI Project Number 2301122018

January 12, 2018

TOTAL CONTRACT

_____ RICE-MACT Compliance Testing on 8 Units: **\$18,914.50 (excludes taxes)**

To be billed as follows:

- 90% Following completion of testing
- 10% Following submittal of final test results

Offer to City of Portland accepted by:

Signature: _____

Printed Name/Title: _____

Date: _____ Purchase Order Number: _____

FMI

Signature: *Christopher D. Farabee*

Title: FMI President Printed Name: Christopher D. Farabee

Date: January 12, 2018

To be returned to:
Farabee Mechanical, Inc.
PO Box 1748
Hickman, NE 68372
(402) 792-2612
farabee@inebraska.com

Our contact info is listed below:

Farabee Mechanical, Inc., PO Box 1748, Hickman, NE 68372
Chris Farabee, President, (402) 792-2612

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-06

**A RESOLUTION APPROVING A PROPOSAL FROM JWC ENVIRONMENTAL
RELATED TO MAINTENANCE AND REPAIR TO THE CHANNEL MONSTER
GRINDER AT THE WASTE WATER TREATMENT PLANT**

WHEREAS, the Waste Water Treatment Plant (WWTP) currently operates a JWC Channel Monster grinder unit that was installed during the WWTP upgrade in 2011. The grinder operates 24/7 and has approximately 55,500 operating hours logged and is in need of maintenance and repair; and

WHEREAS, the WWTP Superintendent and the City Manager recommend that City Council approve a proposal from JWC Environmental related to the maintenance and repair of the JWC Channel Monster in the amount of \$16,372.00, a copy of the proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposal from JWC Environmental related to the maintenance and repair of the JWC Channel Monster in the amount of \$16,372.00, a copy of the proposal is attached as Exhibit A.
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: February 5, 2018

Monique I. Miller, City Clerk



Customer Service Center
 2600 S. Garnsey Street
 Santa Ana, CA 92707 USA
 Phone: 949 833-3888
 Toll Free: 800 331-2277
 Fax: 714 549-4007

Customer:
 Portland WWTP

Quote Number: 31347 RevA
Quote Date: 01/22/2018
Terms: NET 30 DAYS
Pricing: Valid 60 Days
FOB: Origin
Lead Time: 4-5 Weeks ARO/One way
Shipping and Handling is included
Grinder Serial #: 109151-1-1

Project: Portland WWTP

All orders will be billed the applicable sales tax, based on the "ship to address", unless a valid tax exemption certificate is provided prior to shipment.

Part Number	Description	Qty	Unit Price	Extended Price
EVAL_CA	CMD1810-XDS2.0	1	\$0.00	\$0.00
CMD1810-XDS2.0	CMD1810-XDS2.0 Monster Renew 11T Cam Cutters 2:2 Stack Alloy STL Buna N Elastomers Cork and Rubber Gaskets Motor Type: Electric Less Motor Less Reducer Less Spool Less 7ft extended motor shaft Drums 1/2" Perf drums Grinder SN: TBD ***** Paint: Epoxy Green	1	\$16,372.00	\$16,372.00
Shipping	Shipping & Handling	1	\$0.00	\$0.00

Please verify serial number is correct.

Sub Total \$16,372.00
Tax
Total \$16,372.00

Notes:

1. Please fax or mail a Purchase Order for the total amount and we can process your order. Please include the following:
 Bill to Address, Ship to Address, tax exemption certificate.
2. Please note there will be a 20% restocking fee on all returned items.
3. Lead time may vary depending on parts availability.
4. JWCE standard one year warranty included except for older models i.e. GTS, MS and SPF models
5. Subject to attached JWC Environmental Standard Terms and Conditions of Sale.





Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

6. Customer is responsible for the disposal of used unit. If disposal guidance is needed, please contact factory.

Thank-You for your Business!

**JWC Environmental LLC
Nikki Marques
Customer Service**



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

Please provide the following information. Failure to do so may delay processing of order. Quote #: 31347 RevA

Bill To Name & Address:

Ship To Name & Address:

Email Address: _____

PO# _____

Payment terms: Net 30 FOB: Origin

Please select a shipping method:

Prepay & Add to Invoice

Collect Account #: _____

Carrier: _____

JWCE will add shipping and handling charges to invoices unless otherwise specified.

Please fax or email your PO and most recent tax certificate to:

Fax (714) 549-4007

Email servicesales@jwce.com

Credit cards:

I authorize JWCE to process this order on my credit card and add shipping and handling charges.

Call Customer Service at (800) 331-2277 for credit card processing.

Signature: _____

Date: _____



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

JWC ENVIRONMENTAL TERMS AND CONDITIONS OF SALE

Unless otherwise specifically agreed to in writing by the buyer ("Buyer") of the products and or related services purchased hereunder (the "Products") and JWC Environmental (the "Seller"), the sale of the Products is made only upon the following terms and conditions. Whether these terms are included in an offer or an acceptance by Seller, such offer or acceptance is conditioned on Buyer's assent to these terms. Seller rejects all additional, conditional and different terms in Buyer's form or documents.

PAYMENT TERMS

Subject to any contrary terms set forth in our price quotation, order acceptance or invoice the full net amount of each invoice is due and payable in cash within 30 days from the date of the invoice. If any payment is not received within such 30-day period, Buyer shall pay Seller the lesser of 1 1/4% per month or the maximum legal rate on all amounts not received by the due date of the invoice, from the 31st day after the date of invoice until said invoice and charges are paid in full. Unless Sellers documents provide otherwise, freight, storage, insurance and all taxes, duties or other governmental charges related to the Products shall be paid by the Buyer. If Seller is required to pay any such charges, Buyer shall immediately reimburse Seller for said charges. In all cases, regardless of partial payment, title to the Products shall remain the Sellers until payment for the Products has been made in full. All orders are subject to credit approval by Seller. All offers by Seller and/or acceptance of Buyer's order shall be nullified by any failure of Buyer to obtain credit approval. Furthermore, Buyer shall not assert any claim against Seller due to Buyer's inability to obtain credit approval. Irrevocable Letter of Credit from Buyer in form and term acceptable to Seller is required for Product orders delivered outside the United States of America

DELIVERY

Unless otherwise provided in our price quotation, delivery of the Products shall be made F.O.B. place of manufacture. Any shipment, delivery, installation or service dates quoted by the Seller are estimated and the Seller shall be obligated only to use reasonable efforts to meet such dates. The Seller shall in no event be liable for any delays in delivery or failure to give notice of delay or for any other failure to perform hereunder due to causes beyond the reasonable control of the Seller. Such causes shall include, but not be limited to, acts of God, the elements, acts or omissions of manufacturers or suppliers of the Products or parts thereof, acts or omissions of Buyer or civil and military authorities, fires, labor disputes or any other inability to obtain the Products, parts thereof, or necessary power, labor, materials or supplies. The Seller will be entitled to refuse to make, or to delay, any shipments of the Products if Buyer shall fail to pay when due any amount owed by it to the Seller, whether under this or any other contract between the Seller and Buyer. Any claims for shortages must be made to the Company in writing within five calendar days from the delivery date and disposition of the claim is solely subject to Sellers determination

PRICES

Prices of the Seller's Products are subject to change without notice. Quotations are conditioned upon acceptance within 30 days unless otherwise stated and are subject to correction for errors and/or omissions. Prices include charges for regular packaging but, unless expressly stated, do not include charges for special requirements of government or other purchaser. Prices are subject to adjustment should Buyer place an order past the validity period of the quotation or delay delivery of Products beyond the quoted lead time for any reason.

RETURNS

No Products may be returned for cash. No Product may be returned for credit after delivery to Buyer without Buyer first receiving written permission from the Seller. Buyer must make a request for return of Product in writing to Seller at its place of business in Costa Mesa, California. A return material authorization number must be issued by the Seller to the Buyer before a Product may be returned. Permission to return Product to Seller by Buyer is solely and exclusively the Sellers. Product must be returned to Seller at Buyers expense, including packaging, insurance, transportation and any governmental fees. Any credit for Product returned to Seller shall be subject to the inspection of and acceptance of the Product by the Seller and is at the sole discretion of the Seller.

LIMITED WARRANTY

Subject to the terms and conditions hereof, the Seller warrants until one year after commissioning (written notification to Seller by Buyer required) of the Product or until 18 months after delivery of such Product to Buyer, whichever is earlier, that each Product will be free of defects in material and workmanship. If (a) the Seller receives written notification of such defect during the warranty period and the defective Products use is discontinued promptly upon discovery of alleged defect, and (b) if the owner ("Owner") forwards the Product to the Seller's nearest service/repair facility, transportation and related insurance charges prepaid. The Seller will cause any Products whose defect is covered under this warranty to either be replaced or be repaired at no cost to the Owner. The foregoing warranty does not cover repairs required due to repair or alteration other than by the Seller's personnel, accident, neglect, misuse, transportation or causes other than ordinary use and maintenance in accordance with the Seller's instructions and specifications. In addition, the foregoing warranty does not cover any Products, or components thereof, which are not directly manufactured by the Seller. To the extent a warranty for repair or replacement of such Products or components not manufactured directly by the Seller is available to Buyer under agreements of the Seller with its vendors; the Seller will make such warranties available to Buyer. Costs of transportation of any covered defective item to and from the nearest service/repair center and related insurance will be paid or reimbursed by Buyer. Any replaced Products will become the property of the Seller. Any replacement Products will be warranted only for any remaining term of the original limited warranty period and not beyond that term.

DISCLAIMER OF WARRANTIES AND LIMITATIONS OF LIABILITIES

THE SELLER'S FOREGOING LIMITED WARRANTY IS THE EXCLUSIVE AND ONLY WARRANTY WITH RESPECT TO THE PRODUCTS AND SHALL BE IN LIEU OF ALL OTHER WARRANTIES (OTHER THAN THE WARRANTY OF TITLE), EXPRESS, STATUTORY OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY STATEMENTS MADE BY EMPLOYEES, AGENTS OF THE SELLER OR OTHERS REGARDING THE PRODUCTS. THE OBLIGATIONS OF THE SELLER UNDER THE FOREGOING WARRANTY SHALL BE FULLY SATISFIED BY THE REPAIR OR THE REPLACEMENT OF THE DEFECTIVE PRODUCT OR PART, AS PROVIDED ABOVE. IN NO EVENT SHALL THE SELLER BE LIABLE FOR LOST PROFITS OR OTHER SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF THE SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE TOTAL LIABILITY OF THE SELLER TO BUYER AND OTHERS ARISING FROM ANY CAUSE WHATSOEVER IN CONNECTION WITH BUYER'S PURCHASE, USE AND DISPOSITION OF ANY PRODUCT COVERED HEREBY SHALL, UNDER NO CIRCUMSTANCES, EXCEED THE PURCHASE PRICE PAID FOR THE PRODUCT BY BUYER. NO ACTION, REGARDLESS OF FORM, ARISING FROM THIS AGREEMENT OR BASED UPON BUYER'S PURCHASE, USE OR DISPOSITION OF THE PRODUCTS MAY BE BROUGHT BY EITHER PARTY MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION ACCRUES, EXCEPT THAT ANY CAUSE OF ACTION FOR THE NONPAYMENT OF THE PURCHASE PRICE MAY BE BROUGHT AT ANY TIME

The remedies provided to Buyer pursuant to the limited warranty, disclaimer of warranties and limitations of liabilities, described herein are the sole and exclusive remedies.

Unless specifically agreed to in writing by the Seller, no charges may be made to the Seller by Buyer or any third party employed by buyer for removing, installing or modifying any Product.

The Seller and its representatives may furnish, at no additional expense, data and engineering services relating to the application, installation, maintenance or use of the Products by Buyer. The Seller will not be responsible for, and does not assume any liability whatsoever for, damages of any kind sustained either directly or indirectly by any person through the adoption or use of such data or engineering services in whole or in part.

CONFIDENTIAL INFORMATION

Except with the Seller's prior written consent, Buyer shall not use, duplicate or disclose any confidential proprietary information delivered or disclosed by the Seller to Buyer for any purpose other than for operation or maintenance of the Products.

CANCELLATION AND DEFAULT

Absolutely no credit will be allowed for any change or cancellation of an order for Products by Buyer after fabrication of the Products to fill Buyer's order has been commenced. If Buyer shall default in paying for any Products purchased hereunder, Buyer shall be responsible for all reasonable costs and expenses, including (without limitation) attorney's fees incurred by the Seller in collecting any sums owed by Buyer. All rights and remedies to the Seller hereunder or under applicable laws are cumulative and none of them shall be exclusive of any other right to remedy. No failure by the Seller to enforce any right or remedy hereunder shall be deemed to be a waiver of such right or remedy, unless a written waiver is signed by an authorized management employee of the Seller and the Seller's waiver of a breach of this agreement by Buyer shall not be deemed to be a waiver of any other breach of the same or any other provision.

CHANGES IN PRODUCTS

Changes may be made in materials, designs and specifications of the Products without notice. The Seller shall not incur any obligation to furnish or install any such changes or modifications on Products previously ordered by, or sold to, Buyer.

APPLICABLE LAW, RESOLUTION OF DISPUTES AND SEVERABILITY

This agreement is entered into in Costa Mesa, California. This agreement and performance by the parties hereunder shall be construed in accordance with, and governed by, the laws of the State of California. Any claim or dispute arising from or based upon this agreement or the Products which form its subject matter shall be resolved by binding arbitration before the American Arbitration Association in Los Angeles, California, pursuant to the Commercial Arbitration Rules, excepting only that each of the parties shall be entitled to take no more than two depositions, and serve no more than 30 interrogatories, 10 requests for admissions and 20 individual requests for production of documents, such discovery to be served pursuant to the California Code of Civil Procedure. Any award made by the arbitrator may be entered as a final judgment, in any court having jurisdiction to do so. If any provision of this agreement shall be held by a court of competent jurisdiction or an arbitrator to be unenforceable to any extent, that provision shall be enforced to the full extent permitted by law and the remaining provisions shall remain in full force and effect.

ASSIGNMENT

This agreement shall be binding upon the parties and their respective successors and assigns. However, except for rights expressly provided to subsequent Owners of the Products under "Limited Warranty" above, any assignment of this agreement or any rights hereunder by Buyer shall be void without the Company's written consent first obtained. Any exercise of rights by an Owner other than Buyer shall be subject to all of the limitations on liability and other related terms and conditions set forth in this agreement.



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

EXCLUSIVE TERMS AND CONDITIONS

The terms and conditions of this agreement may be changed or modified only by an instrument in writing signed by an authorized management employee of the Seller. This instrument, together with any amendment or supplement hereto specifically agreed to in writing by an authorized management employee of the Seller, contains the entire and the only agreement between the parties with respect to the sale of the Products covered hereby and supersedes any alleged related representation, promise or condition not specifically incorporated herein.

SELLER'S PRODUCTS ARE OFFERED FOR SALE AND SOLD ONLY ON THE TERMS AND CONDITIONS CONTAINED HEREIN. NOTWITHSTANDING ANY DIFFERENT OR ADDITIONAL TERMS OR CONDITIONS CONTAINED IN BUYER'S SEPARATE PURCHASE ORDERS OR OTHER ORAL OR WRITTEN COMMUNICATION, BUYER'S ORDER IS OR SHALL BE ACCEPTED BY THE COMPANY ONLY ON THE CONDITION THAT BUYER ACCEPTS AND CONSENTS TO THE TERMS AND CONDITIONS CONTAINED HEREIN. IN THE ABSENCE OF BUYER'S ACCEPTANCE OF THE TERMS AND CONDITIONS CONTAINED HEREIN THE SELLER'S COMMENCEMENT OF PERFORMANCE AND/OR DELIVERY OF THE PRODUCTS, OR THE SELLER'S STATEMENT OF ACKNOWLEDGMENT OF THE RECEIPT OF BUYER'S PURCHASE ORDER, SHALL BE FOR BUYER'S CONVENIENCE ONLY AND SHALL NOT BE DEEMED OR CONSTRUED TO BE ACCEPTANCE OF BUYER'S DIFFERING TERMS OR CONDITIONS, OR ANY OF THEM. ANY DIFFERENT OR ADDITIONAL TERMS ARE HEREBY REJECTED UNLESS SPECIFICALLY AGREED UPON IN WRITING BY AN AUTHORIZED MANAGEMENT EMPLOYEE OF THE SELLER. IF A CONTRACT IS NOT EARLIER FORMED BY MUTUAL AGREEMENT IN WRITING, BUYER'S ACCEPTANCE OF ANY PRODUCTS COVERED HEREBY SHALL BE DEEMED ACCEPTANCE OF ALL OF THE TERMS AND CONDITIONS STATED HEREIN. THE SELLER'S FAILURE TO OBJECT TO PROVISIONS INCONSISTENT HEREWITH CONTAINED IN ANY COMMUNICATION FROM BUYER SHALL NOT BE DEEMED A WAIVER OF THE PROVISIONS CONTAINED HEREIN.

F360JWCE0107



12/06/2017 14:47



12/06/2017 14:47



12/06/2017 14:48



November 1, 2016

Doug Sherman
Portland Wastewater Treatment Facility
600 Morse Drive
Portland, MI 48875

Re: Condition of Channel Monster at your facility

Dear Doug,
Attached are pictures and details describing the existing condition of the existing JWC Channel Monster at your facility.

Serial Number: 109151-1-1
Model Number: CMD1810-XDS2.0
Date Installed: 10-04-2012

As noted during my facility visit on 10-31-16, the channel monster is currently in good operating condition. Most cutters still have a sharp edge although some have chipped or been slightly damaged. This can occur in headworks applications and is not apparently affecting performance at this time. Overall, the cutters show uniform spacing throughout the stacks and are tight. Some surface corrosion is visible on the upper third of the stacks and drum, which is also common, and can be lessened by the cleaning of the cutters and application of grease. The perforated drum appears to also be in good condition, with some grease and build up visible, but no damage or significant blinding.

Typically, the average time frame between repairs/exchanges is around 5 years. There can be variance due to application conditions; sometimes extending life or reducing it. The grinder at your facility is going on over 4 years in service without repair.

My recommendation would be to continue with regular preventative maintenance and inspections. Barring any inordinate situation, you could plan to do an exchange on your existing grinder when it is feasible for your budget, perhaps in late 2017. The exchange unit will include some improved design features including a ½" perforated drum, delta-p side rails, and others to provide improved performance in materials capture and grinding, as well as more efficient hydraulics and lower maintenance. Being that you've seen success with the current double-stacked cutter arrangement, we would suggest continuing this arrangement.

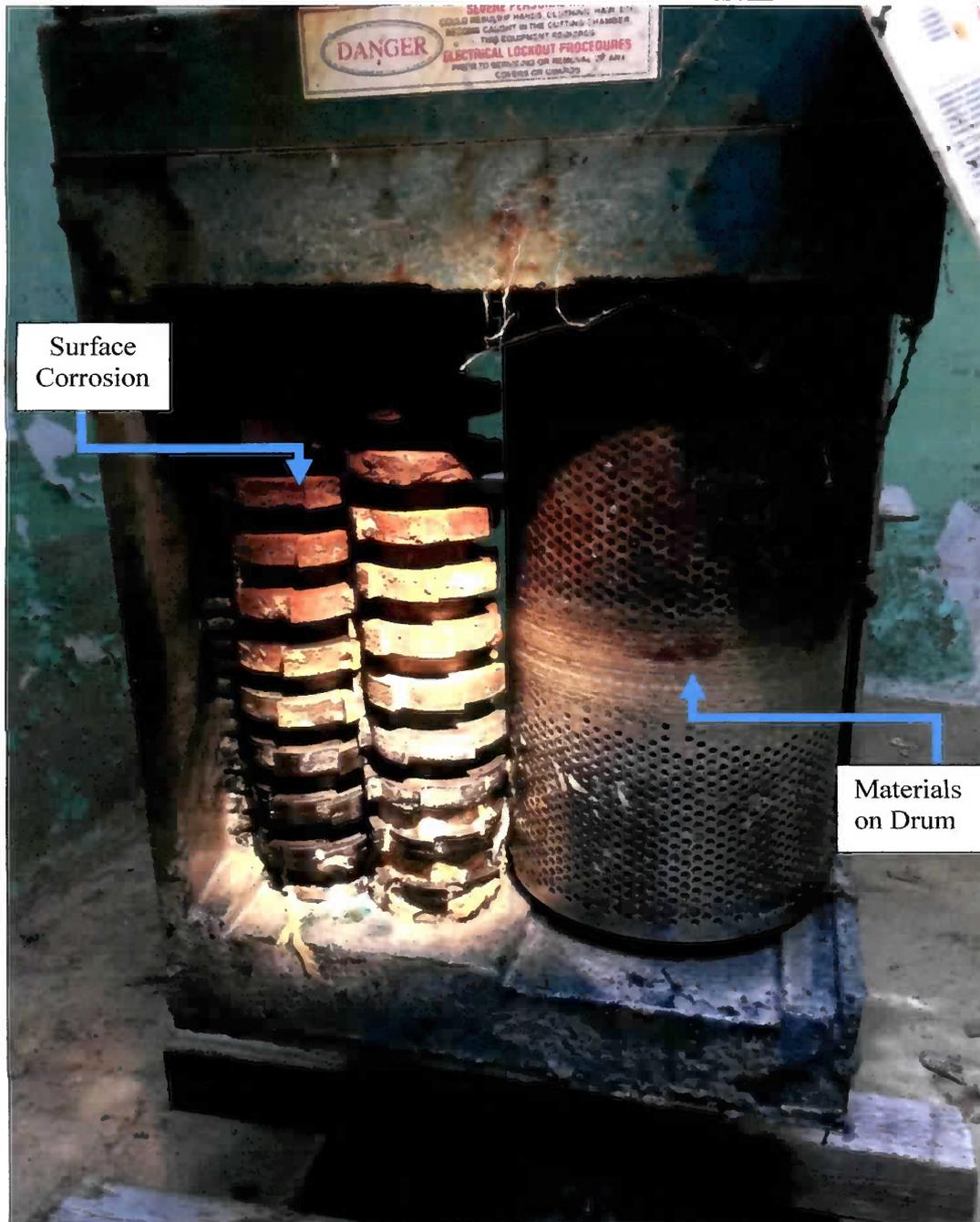
I've attached a proposal for your review. Please let me know if you have any questions.

Thank you,

Jennifer Zelski
Hamlett Environmental Technologies
517-294-7512



Whole Grinder View





Cutter Stack



Chipped
edge on
Cutter

Materials
on Drum

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-07

A RESOLUTION APPROVING A CAPACITY PURCHASE FOR THE BOARD OF LIGHT AND POWER THROUGH THE MICHIGAN PUBLIC POWER AGENCY

WHEREAS, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, the City of Portland, as a member of the MPPA, has an opportunity to enter into a transaction to meet a portion of its future load requirements for June 1, 2021 through May 31, 2022 by purchasing capacity not to exceed \$33,600.00 pursuant to the terms of the Letter of Authorization, attached as Exhibit A; and

WHEREAS, at its regularly scheduled meeting on January 16, 2018, the Board of Light and Power voted to recommend that City Council approve the Capacity Purchase stated above.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve, authorize, and direct the City's Electric Superintendent or City Manager to sign the Letter of Authorization consistent with the recommendation outlined in the attached Exhibit A.
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: February 5, 2018

Monique I. Miller, City Clerk



January 9, 2018

Subject: Letter of Authorization

The Portland Light and Power Board, through its Member Authorized Representative, hereby authorizes a purchase of Capacity that is intended to meet the compliance requirements of the State of Michigan under Public Act 341. The purchase is made by Michigan Public Power Agency as a Purchase Power Commitment as defined in the Energy Services Agreement on behalf of Portland in the Amount and Term(s) of:

<u>Planning Year</u>	<u>Up to Capacity, KW</u>
Jun 1, 2021 to May 31, 2022	800

Maximum Authorized Purchase Price = \$3.50 per KW-Month

Maximum commitment = \$33,600

Member Authorized Representative:

Printed

Signature

Date



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Wednesday, January 15, 2018

In Council Chambers at City Hall

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

Absent: Mayor Barnes

Guests: Kathy Parsons; Mike Callton; Jon Moxey of Fleis & VandenBrink

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

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston

Nays: None

Absent: Barnes

Adopted

Motion by Fitzsimmons, supported by Johnston, to excuse the absence of Mayor Barnes.

Yeas: Fitzsimmons, Johnston, Baldyga, VanSlambrouck

Nays: None

Absent: Barnes

Adopted

Under Public Comment, Mike Callton announced his decision to run for the 19th Senate Seat in this year's election cycle.

Under City Manager Report, City Manager Gorman stated that he is seeking to close on the purchase of property by Sparrow before construction of the road off from Cutler Rd. An escrow agreement will be drafted soon with funds to be released upon completion of the road.

City Manager Gorman stated that he has been working with attorneys representing ADM Alliance Nutrition to move forward with drafting a donation agreement in which ADM would donate the property at the corner of Grand River Ave. and Divine Hwy. to the City of Portland. The City has applied and received a DEQ Redevelopment Brownfield Grant for the property.

The Portland Area Fire Authority has submitted its budget to the governmental entities for approval. City Manager Gorman and Finance Officer Kinde are reviewing the document and expect to present it to Council for approval at its next meeting.

The Parks & Recreation 5-Year Master Plan process has entered the 30-day comment period. The draft plan is available online and at City Hall for review and comment.

The Communication Relocation Agreement with Ionia County Central Dispatch was approved by the Ionia County Board of Commissioners at its meeting on January 9, 2018. The agreement has been executed by both parties. Installation can now take place.

The DDA Strategic Planning Session was held on Thursday, January 11, 2018. It was a very productive meeting.

The Planning Commission met on Wednesday, January 10, 2018 and considered a request by Terry Frewen for his property at 1323 E. Bridge St. to rent the property as a single-family residence with a cell phone repair business to operate in the front room of the house. The Planning Commission denied the request. Fleis & VandenBrink also provided a presentation and discussion related to the future development of the property at Cutler Rd. and Grand River Ave.

The Council will hold its Annual Goal Setting Session on Monday, January 29, 2018.

Under Presentations, Jon Moxey of Fleis & VandenBrink presented information on future planning and development of the property at Cutler Rd. and Grand River Ave. Consideration will need to be given on whether the City would like to stay with planning developed for the property in 2010 or move forward with one of the options outlined. The Subarea Concept Plan developed in 2010 will require approximately \$1 million in grading to make the design feasible. The zoning for the property will also need to be reviewed to ensure it is with proposed planning for the property.

Mayor Pro-Tem VanSlambrouck stated that the proposed ideas seem to be in line with the original development concept of providing head of household jobs, the outlined plans seem to be on the right track.

City Manager Gorman explained the goal is in keeping with the Subarea Concept Plan while considering the practicality of the property.

There was discussion.

Under New Business, the Council considered Resolution 18-02 to approve Change Order No. 1, totaling \$101,443.95, to the contract with CL Trucking, Inc. for the James Street Improvement Project. The City Engineer on the project has prepared and is recommending the approval of Change Order No. 1.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 18-02 approving Change Order No. 1 to the contract with CL Trucking, Inc. for the James Street Improvements Project.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Baldyga

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 18-03 to approve Pay Request No. 4 in the amount of \$59,139.68 to CL Trucking, Inc. for work done on the James Street Improvement Project. The City Engineer on the project has reviewed Pay Request No. 4 and recommends approval of the payment.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 18-03 approving Pay Request No. 4 to CL Trucking, Inc. for work done on the James Street Improvement Project.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga
Nays: None
Absent: Barnes
Adopted

Motion by Baldyga, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on January 3, 2018, payment of invoices in the amount of \$169,663.53 and payroll in the amount of \$108,734.70 for a total of \$278,398.23. Purchase orders to Bader & Sons in the amount of \$6,978.39 for a Boss Power VXT Poly Blade, Michigan Public Power Agency in the amount of \$12,898.98 for 2018 dues, and MECA in the amount of \$13,643.00 for 2018 safety dues were also included.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston
Nays: None
Absent: Barnes
Adopted

Under City Manager Comments, City Manager Gorman reminded all residents and business owners that City Ordinances require the removal of snow from all sidewalks within 10 hours of a snow event.

Mayor Barnes is on vacation and will not be available to meet with City Residents on Saturday, January 20, 2018.

Under Council Comments, Council Member Baldyga noted that today is Martin Luther King Jr. Day and stated that it is a good day to consider how we treat other humans on this planet.

Mayor Pro-Tem VanSlambrouck stated that the VFW will host a fundraiser for the Portland Community Fund with a Burger Night on Friday, January 26, 2018.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga
Nays: None
Absent: Barnes
Adopted

Meeting adjourned at 7:56 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the January 15, 2018 City Council Meeting

The City Council meeting was called to order by Mayor Pro-Tem VanSlambrouck at 7:00 P.M.

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

Absent – Mayor Barnes

Public Comment – Mike Callton announced his decision to run for the 19th Senate Seat in this year's election cycle.

Presentation – Jon Moxey of Fleis & VandenBrink presented information on future planning and development of the property at Cutler Rd. and Grand River Ave.

Approval of Resolution 18-02 approving Change Order No. 1 to the contract with CL Trucking, Inc. for the James Street Improvements Project.

All in favor. Adopted.

Approval of Resolution 18-03 approving Pay Request No. 4 to CL Trucking, Inc. for work done on the James Street Improvement Project.

All in favor. Adopted

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:56 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

City of Portland

Portland, Michigan

Minutes of the City Council Goal Session

Held on Monday, January 29, 2018

In the Executive Conference Room at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga, and Johnston

Staff: City Manager Gorman, City Finance Officer Kinde and City Clerk Miller

The session was called to order at 5:10 P.M.

Mayor Barnes provided information and feedback on the City Manager review and its process.

City Manager Gorman reviewed the documents distributed to use as guides and reference for the Goal Session.

City Manager Gorman reviewed the responses to the City Council Budget Priority Questionnaire and the 2018/2019 departmental goals.

There was discussion throughout.

City Manager Gorman noted that as a result of the Strategic Planning Session held by the DDA they have decided to focus on infrastructure. They will meet again on February 2, 2018 to develop a priority list and set a budget.

There was discussion.

The meeting was adjourned at 8:29 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AT&T	00686	PHONE SVC - WASTE WATER	68.44
CONSUMERS ENERGY	00095	GAS SVC - ELECTRIC	1,146.38
CONSUMERS ENERGY	00095	GAS SVC -VARIOUS DPT	3,025.62
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,660.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	90.00
ANNIE PLINE	MISC	PATCHES - POLICE	50.00
AMERICAN WATER WORKS ASSOC.	00018	DUES - WATER	83.00
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	80.52
AXON ENTERPRISES INC.	02494	TASER BATTERY SHIPPING - POLICE	71.34
AXON ENTERPRISES INC.	02494	TASER - POLICE	42.00
BASIC	01983	HRA ADMIN FEES - GENERAL	337.50
BLUESTONE PSYCH	MISC	EVALUATION - POLICE	465.00
BOUND TREE MEDICAL LLC.	01543	TAMPER EVIDENT SEALS- AMB	19.21
BOUND TREE MEDICAL LLC.	01543	PANTS - AMB	84.24
BOUND TREE MEDICAL LLC.	01543	PANTS - AMBULANCE	196.45
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	292.75
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	480.00
BS&A SOFTWARE	00029	CEMETERY MANAGEMENT DATA CONVERSION - CEMETERY	1,925.00
CENTURYLINK	01567	PHONE SVC - GEN, ELEC, WW, WTR, MP	2.25
CMP DISTRIBUTORS INC.	01745	PISTOL HOLSTER - POLICE	50.85
CMP DISTRIBUTORS INC.	01745	BUCKLE REPLACEMENT - POLICE	5.85
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,094.28
CULLIGAN	02130	WATER - POLICE	16.50
CULLIGAN	02130	WATER - CITY HALL	13.00
DETROIT SALT COMPANY	01497	ROAD SALT - MAJ STS, LOC STS	2,107.63
DETROIT SALT COMPANY	01497	ROAD SALT - MAJ STS, LOC STS	2,176.61
DETROIT SALT COMPANY	01497	ROAD SALT - MAJ STS, LOC STS	2,101.32
ENVIRONMENTAL SALES INC	02384	WEAR PLATES - WASTE WTR	1,096.96
FAMILY FARM & HOME	01972	CONCRETE - MTR POOL	24.54

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FAMILY FARM & HOME	01972	BOOTS - AMBULANCE	38.49
FAMILY FARM & HOME	01972	TRASH CAN - AMBULANCE	19.99
FIRE PROS, INC.	00151	SPRINKLER & FIRE EXTINGUISHER INSPECTIONS - CI	189.00
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPECTION FEE - WATER	76.50
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPECTIONS - PARKS	100.00
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPECTIONS - ELECTRIC	398.25
FIRE PROS, INC.	00151	ANNUAL FIRE EXTINGUISHER INSPECTIONS - WASTE W	201.40
FIRST ADVANTAGE LNS OCC. HEATH SOL	01915	DRUG TESTING - WASTE WTR	151.00
FLEIS & VANDENBRINK	00153	SYSTEM EVALUATION - ELECTRIC	538.00
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - GENERAL	4,398.55
FLEIS & VANDENBRINK	00153	SPARROW SITE IMPROVEMENTS - LOC STS RES#17-85	12,403.08
FLEIS & VANDENBRINK	00153	JAMES STREET DESIGN ENGINEERING - LOC STS, WW,	4,141.79
FLEIS & VANDENBRINK	00153	WATER AMP 2017 - WATER	2,826.42
GRAINGER, INC.	00172	LIGHT BULBS - WASTE WTR	314.94
GROSS MACHINE SHOP	00180	SERVICE LABOR & MATERIAL - MTR POOL	336.00
GRP ENGINEERING INC.	01994	ENGINEERING SVC - ELECTRIC	1,641.29
HYDRO-CHEM SYSTEMS, INC.	02284	POWER WASHER NOZZLES - MTR POOL	12.91
INDEPENDENT BANK	00197	BOND & REDEMPTION - ELECTRIC	9,300.00
IONIA COUNTY ECONOMIC ALLIANCE	00205	FINANCIAL INVESTMENT - ECON DEV	1,460.00
INTERNATIONAL CODE COUNCIL	01098	MEMBERSHIP DUES - CODE	135.00
I.T. RIGHT	02440	ANNUAL MAINT MONITORING - VARIOUS DEPTS	820.00
JOHN DEERE FINANCIAL	01818	PARTS - ELECTRIC	66.31
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	720.00
KODIAK EMERGENCY VEHICLES	02224	REPAIR OF VIDEO CAMERA SYSTEM - POLICE	195.85
LITE'S PLUS	00243	LEDS - ELECTRIC	41.90
MARK OWEN PLUMBING LLC	MISC	METER SET AND PLUMBING SVC - WASTE WTR	415.40
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - GENERAL	143.50
MICHIGAN ASSOCIATION OF PLANNING	02291	MEMBERSHIP - CITY MANAGER	60.00
MICHIGAN ASSOCIATION OF PLANNING	02291	WORKSHOP - CITY MANAGER	25.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MICHIGAN COMPANY, INC.	00273	CALCIUM CHLORIDE - WASTE WTR	65.25
MICHIGAN COMPANY, INC.	00273	CALCIUM CHLORIDE - WASTE WTR	212.50
MICHIGAN MUNICIPAL ELECTRIC AS	00283	MEMBERSHIP DUES - ELECTRIC	5,352.00
MID MICHIGAN COLLECTION BUREAU	MISC	COLLECTIONS - AMBULANCE	247.81
MICHIGAN RECREATION & PARKS	00296	CONFERENCE - PARKS	45.00
MUNICIPAL SUPPLY CO.	00324	HYDRANT CAP - WASTE WTR	25.00
MUNICIPAL SUPPLY CO.	00324	COUPLER - ELECTRIC	21.50
MUNICIPAL SUPPLY CO.	00324	METER COUPLINGS - WATER	76.44
MUSKEGON COUNTY EQUALIZATION	MISC	CON-ED CLASSES - ASSESSING	65.00
MWEA OFFICE	01347	CLASSES - WASTE WTR	205.00
MWEA OFFICE	01347	ACTIVATED SLUDGE II - WASTE WTR	135.00
MWEA OFFICE	01347	ANAEROBIC DIGESTER AND CONTROL - WASTE WTR	135.00
NORTH CENTRAL LABORATORIES	00959	SULFURIC ACID - WASTE WTR	386.26
PORTLAND AREA FIRE AUTHORITY	02128	3RD QUARTER FIRE SERVICES - COMM PROMO RES 17	30,076.62
PORTLAND TOWNSHIP TREASURER	00371	ANNEXATION AGREEMENT - REVENUE SHARING	4,971.04
PRIORITY HEALTH	MISC	OVERPAYMENT OF AMB RUN - AMBULANCE	852.64
REED & HOPPES, INC.	00390	AIR LINE - ELECTRIC	10.00
RESCO	00392	LOCKS FOR TRANSFORMERS -ELECTRIC	170.00
RIVERSIDE INTEGRATED SYSTEMS	01441	ANNUAL INSPECTION OF FIRE ALARM SYSTEM & BATTE	351.00
SHAHEEN CHEVROLET	MISC	REPAIR OF AMB 43 HEATING SYSTEM - AMBULANCE	1,521.25
JASON SMITH	02495	REIMB FOR UNIFORM COAT - POLICE	80.73
ANTHONY SMITH	02449	CLOTHING ALLOWANCE - WASTE WTR	200.00
SOUNDOFF SIGNAM	MISC	N-FORCE DECK/GRILL - MTR POOL	195.38
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	416.00
STEVE'S METER SERVICE	00442	REPLACE METER - ELECTRIC	325.00
STAR THOMAS	01654	CELL PHONE REIMB - POLICE	40.00
THR	02386	ROOF LEAK REPAIR - CITY HALL	374.00
UPS	MISC	POSTAGE - ELECTRIC	10.97
USA BLUEBOOK	01850	HACH DPD - WATER	61.24

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
UTILITIES INSTRUMENTATION SERVICE	02339	UIS CRUISE, SUBSCRIPTION, CELLULAR FEES - WATER	1,793.00
UIS SCADA	00462	CRUISE SUBSCRIPTION - WASTE WTR	450.00
WEX BANK	02181	FUEL - POLICE, AMB, ELEC, MTR POOL	3,538.49
WOW! INTERNET-CABLE PHONE	02132	PHONE/DATA - COMM PROMO, POLICE, AMB	568.66
BRIAN KRIEGER	00568	OFFICIALS - REC	150.00
BRYAN SCHEURER	00600	OFFICIALS - REC	150.00
BRIAN RUSSELL	00593	OFFICIALS - REC	500.00
FRED KRAMER	00564	OFFICIALS - REC	350.00
TIM STOPZYNSKI	02438	OFFICIALS - REC	500.00
MARCO WILLIAMS	02393	OFFICIALS - REC	275.00
DONALD CHUBB	01799	OFFICIALS - REC	400.00
MIKE FULLER	01801	OFFICIALS - REC	400.00
MARCEL MILLER	02245	OFFICIALS - REC	75.00
JODI WOODMAN	02006	OFFICIALS - REC	220.00
MANDY SIMON	02084	OFFICIALS - REC	120.00
TIM STOPZYNSKI	02438	OFFICIAL - REC	100.00
BRANDON SCHEURER	02394	SCOREKEEPER - REC	84.00
OWEN RUSSELL	02249	SCOREKEEPER - REC	151.00
HANNAH DENSMORE	02300	SCOREKEEPER - REC	189.00
NATHANIEL LEAHY	02424	SCOREKEEPER - REC	120.00
KATELYN RUSSELL	02457	SCOREKEEPER - REC	77.00
RYAN LAY	02477	SCOREKEEPER - REC	131.00
GRAHAM WOHLSCHEID	02423	SCOREKEEPER - REC	90.00
NATHAN LEHNERT	02496	SCOREKEEPER - REC	105.00
Total:			\$117,142.59

**BI-WEEKLY
WAGE REPORT
January 29, 2018**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,365.69	152,916.77	1,278.76	45,472.32	10,644.45	198,389.09
ASSESSOR	1,304.50	16,037.39	121.06	1,728.69	1,425.56	17,766.08
CEMETERY	1,030.14	51,962.19	90.00	13,443.91	1,120.14	65,406.10
POLICE	12,691.66	223,654.79	4,135.72	75,010.10	16,827.38	298,664.89
CODE ENFORCEMENT	628.23	11,895.19	56.92	2,129.77	685.15	14,024.96
PARKS	1,032.22	32,477.64	90.11	5,806.34	1,122.33	38,283.98
INCOME TAX	2,384.99	31,920.83	215.58	13,316.09	2,600.57	45,236.92
MAJOR STREETS	4,277.94	50,753.87	390.17	24,422.30	4,668.11	75,176.17
LOCAL STREETS	2,369.47	48,196.82	219.58	23,069.10	2,589.05	71,265.92
RECREATION	2,156.70	23,762.11	281.88	7,031.24	2,438.58	30,793.35
AMBULANCE	12,303.13	190,774.83	1,556.99	38,517.21	13,860.12	229,292.04
DDA	3,084.30	39,304.95	433.44	6,852.18	3,517.74	46,157.13
ELECTRIC	25,661.32	287,369.39	2,273.39	91,290.26	27,934.71	378,659.65
WASTEWATER	15,138.93	156,878.34	1,442.19	53,394.60	16,581.12	210,272.94
WATER	5,436.72	84,954.21	651.96	35,225.54	6,088.68	120,179.75
MOTOR POOL	2,767.93	42,952.59	245.06	20,970.08	3,012.99	63,922.67
TOTALS:	101,633.87	1,445,811.91	13,482.81	457,679.73	115,116.68	1,903,491.64

User: KRISTINA

DB: Portland

PERIOD ENDING 01/31/2018

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	NORMAL (ABNORMAL) 01/31/2018	MONTH 01/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,008,150.00	985,712.23	1,434.01	22,437.77	97.77
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	4,876.82	48.28	(1,876.82)	162.56
101-000-447.000	TAX COLLECTION FEES	40,000.00	38,374.89	5,053.04	1,625.11	95.94
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	100.00	100.00	0.00	100.00
101-000-453.000	CABLE TV FEES	30,000.00	13,214.07	0.00	16,785.93	44.05
101-000-455.000	TRAILER FEES	400.00	300.00	48.00	100.00	75.00
101-000-476.000	NON-BUSINESS PERMITS	0.00	2,468.00	2,439.00	(2,468.00)	100.00
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	3.45	0.00	(3.45)	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	900.00	383.24	0.00	516.76	42.58
101-000-570.000	LIQUOR FEES	3,100.00	3,344.55	0.00	(244.55)	107.89
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	70,000.00	56,328.16	0.00	13,671.84	80.47
101-000-575.000	REVENUE SHARING-CONST SALES	304,860.00	166,604.00	0.00	138,256.00	54.65
101-000-576.000	REVENUE SHARING-STAT SALES	106,266.00	53,658.00	0.00	52,608.00	50.49
101-000-620.000	PBT TESTING FEES	5,000.00	1,965.00	227.00	3,035.00	39.30
101-000-623.000	TRANSCRIPT FEES	1,000.00	353.51	5.50	646.49	35.35
101-000-624.000	MISCELLANEOUS FEES	0.00	203.46	0.00	(203.46)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	186,109.00	26,587.00	132,748.00	58.37
101-000-630.000	CEMETERY LOT SALES	1,200.00	3,067.50	550.00	(1,867.50)	255.63
101-000-633.000	CEMETERY CARE FEES	4,000.00	48.00	0.00	3,952.00	1.20
101-000-634.000	GRAVE OPENING FEES	5,000.00	4,375.00	1,075.00	625.00	87.50
101-000-656.000	DISTRICT COURT FINES	10,000.00	4,546.51	783.84	5,453.49	45.47
101-000-661.000	PARKING FINES	2,400.00	1,845.00	625.00	555.00	76.88
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	1,345.00	146.00	155.00	89.67
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	150.00	100.00	(150.00)	100.00
101-000-667.000	RENTAL INCOME	0.00	460.00	50.00	(460.00)	100.00
101-000-676.003	DONATIONS-DOG PARK	0.00	100.00	100.00	(100.00)	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	5,095.49	0.00	(5,095.49)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	15,000.00	35,684.95	14,873.37	(20,684.95)	237.90
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
TOTAL REVENUES		2,048,543.00	1,572,497.70	54,245.04	476,045.30	76.76
Expenditures						
00	COUNCIL	244,482.00	61,917.12	0.00	182,564.88	25.33
01	COMMUNITY PROMOTIONS	291,060.00	180,784.53	35,613.13	110,275.47	62.11
02	CITY MANAGER	159,476.00	84,202.32	16,167.51	75,273.68	52.80
09	ELECTIONS	5,110.00	2,602.67	18.00	2,507.33	50.93
01	GENERAL ADMINISTRATION	332,268.00	204,638.55	30,061.34	127,629.45	61.59
09	ASSESSING	48,556.00	25,371.13	3,597.63	23,184.87	52.25
65	CITY HALL	53,889.00	33,706.59	3,963.61	20,182.41	62.55
76	CEMETERY	154,240.00	76,241.21	9,828.73	77,998.79	49.43
01	POLICE	701,921.00	339,110.61	59,163.01	362,810.39	48.31
71	CODE ENFORCEMENT	45,432.00	19,070.73	2,367.17	26,361.27	41.98
28	ECONOMIC DEVELOPMENT	6,960.00	23,764.71	1,595.60	(16,804.71)	341.45
51	PARKS	240,475.00	72,645.58	7,230.47	167,829.42	30.21
TOTAL EXPENDITURES		2,283,869.00	1,124,055.75	169,606.20	1,159,813.25	49.22

User: KRISTINA

DB: Portland

PERIOD ENDING 01/31/2018

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2018 NORMAL (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	2,048,543.00	1,572,497.70	54,245.04	476,045.30	76.76
	TOTAL EXPENDITURES	2,283,869.00	1,124,055.75	169,606.20	1,159,813.25	49.22
	NET OF REVENUES & EXPENDITURES	(235,326.00)	448,441.95	(115,361.16)	(683,767.95)	190.56

User: KRISTINA

DB: Portland

PERIOD ENDING 01/31/2018

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	01/31/2018 NORMAL (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		702,550.00	296,328.50	106,903.48	406,221.50	42.18
TOTAL EXPENDITURES		690,347.00	98,404.21	12,585.10	591,942.79	14.25
NET OF REVENUES & EXPENDITURES		12,203.00	197,924.29	94,318.38	(185,721.29)	1,621.93
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	1,625.00	300.00	875.00	65.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	1,625.00	300.00	875.00	65.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		323,000.00	170,874.59	26,249.89	152,125.41	52.90
TOTAL EXPENDITURES		322,763.00	161,830.12	39,334.19	160,932.88	50.14
NET OF REVENUES & EXPENDITURES		237.00	9,044.47	(13,084.30)	(8,807.47)	3,816.23
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		926,390.00	892,168.92	70,286.64	34,221.08	96.31
TOTAL EXPENDITURES		926,339.00	900,785.13	45,267.02	25,553.87	97.24
NET OF REVENUES & EXPENDITURES		51.00	(8,616.21)	25,019.62	8,667.21	16,894.5
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		106,300.00	46,137.46	3,364.75	60,162.54	43.40
TOTAL EXPENDITURES		113,603.00	59,721.18	11,284.43	53,881.82	52.57
NET OF REVENUES & EXPENDITURES		(7,303.00)	(13,583.72)	(7,919.68)	6,280.72	186.00
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		576,932.00	287,687.70	33,695.28	289,244.30	49.87
TOTAL EXPENDITURES		631,480.00	338,667.97	50,442.43	292,812.03	53.63
NET OF REVENUES & EXPENDITURES		(54,548.00)	(50,980.27)	(16,747.15)	(3,567.73)	93.46
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
TOTAL REVENUES		273,000.00	284,007.63	16,597.38	(11,007.63)	104.03
TOTAL EXPENDITURES		264,129.00	128,259.85	13,362.67	135,869.15	48.56
NET OF REVENUES & EXPENDITURES		8,871.00	155,747.78	3,234.71	(146,876.78)	1,755.70
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	1,283,610.05	88,046.52	124,289.95	91.17
NET OF REVENUES & EXPENDITURES		(1,407,900.00)	(1,283,610.05)	(88,046.52)	(124,289.95)	91.17
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		112,150.00	77,339.44	12,442.29	34,810.56	68.96
TOTAL EXPENDITURES		111,000.00	78,743.42	0.00	32,256.58	70.94
NET OF REVENUES & EXPENDITURES		1,150.00	(1,403.98)	12,442.29	2,553.98	122.09

PERIOD ENDING 01/31/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES					
	TOTAL EXPENDITURES	4,113,225.00	2,042,400.92	311,935.63	2,070,824.08	49.65
	NET OF REVENUES & EXPENDITURES	4,863,213.00	1,853,669.48	149,964.81	3,009,543.52	38.12
		(749,988.00)	188,731.44	161,970.82	(938,719.44)	25.16
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES					
	TOTAL EXPENDITURES	1,291,666.00	653,945.68	82,665.99	637,720.32	50.63
	NET OF REVENUES & EXPENDITURES	1,441,345.00	637,861.81	61,841.58	803,483.19	44.25
		(149,679.00)	16,083.87	20,824.41	(165,762.87)	10.75
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES					
	TOTAL EXPENDITURES	909,089.00	626,691.63	60,964.80	282,397.37	68.94
	NET OF REVENUES & EXPENDITURES	1,271,679.00	583,390.50	55,269.08	688,288.50	45.88
		(362,590.00)	43,301.13	5,695.72	(405,891.13)	11.94
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES					
	TOTAL EXPENDITURES	362,793.00	206,360.60	31,806.12	156,432.40	56.88
	NET OF REVENUES & EXPENDITURES	425,804.00	193,797.82	21,534.79	232,006.18	45.51
		(63,011.00)	12,562.78	10,271.33	(75,573.78)	19.94
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	9,699,595.00	5,585,568.07	757,212.25	4,114,026.93	57.59
		12,469,602.00	6,318,741.54	548,932.62	6,150,860.46	50.67
		(2,770,007.00)	(733,173.47)	208,279.63	(2,036,833.53)	26.47



Michigan Municipal Electric Association
809 Centennial Way
Lansing, MI 48917
(517) 323-8346
mmea@mpower.org

Invoice 1587

BILL TO
Jon Hyland
City of Portland
259 Kent St
Portland, MI 48875

DATE	PLEASE PAY	DUE DATE
01/12/2018	\$5,352.00	01/12/2018

ACTIVITY	ACTIVITY	AMOUNT
Dues- Membership	2018	5,352.00

Payments may be deductible in part as ordinary and necessary business expenses for federal income tax purposes. Dues and similar payments are not, however, deductible as charitable contributions.

TOTAL DUE	\$5,352.00
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THANK YOU.

**Minutes of the Downtown Development Authority
City of Portland**

Held on Thursday, December 21, 2017
In Council Chambers at City Hall

Members Present: Barnes, Gorman, VanSlambrouck, Briggs, Grimminck, Pung, Hodge, Frewen

Members Absent: Blastic, Antaya

Staff: DDA/Main Street Director Conner Wellman, City Finance Director/Treasurer Kinde

Guests: None

Chair Grimminck called the meeting to order at 3:30 P.M.

Motion by Barnes, supported by VanSlambrouck, to approve the agenda as presented.
All in favor. Adopted.

Motion by Pung, supported by VanSlambrouck, to approve the minutes of the November 16, 2017 meeting as presented.
All in favor. Adopted.

Motion by Briggs, supported by Blastic, to approve the Treasurer's Report as presented.
All in favor. Adopted.

Under Team Reports, under Business Enhancement, Cory Grimminck reported changes in membership. Bernie Pelc has left the committee but will be replaced by Kris Horvath. Julie Clement has taken a 9-5 job and will serve the committee in a different capacity.

Under Design, Margery Briggs reported that a sign request has been received from Dr. Jason Williamson to change sign from Willemin Chiropractic to Portland Family Chiropractic. The committee determined all criteria have been met and will contribute \$1,000.00.

Under Old Business, Chair Grimminck distributed a recap of the 6-month Managing Director Evaluation with Director Conner Wellman. There were 5 board members that turned in evaluations. Overall, the board is happy with the job she is doing. Director Conner Wellman's self-evaluation was in line with the reviews returned. Goals were set for the next 6 months. A more in-depth evaluation will be completed in one year.

Director Conner Wellman stated that 5 board members have turned in the DDA Board Member Agreement. Asked board members to sign and turn in before the end of the year.

There was discussion regarding the upcoming DDA Strategic Planning Meeting on January 11, 2018 from Noon – 5:00 P.M. Director Conner Wellman distributed a packet to the board to prepare for the meeting. She is in the process of scheduling a facilitator for the meeting.

Under New Business, Director Conner Wellman presented information for approval of disbursements for the Façade Grant at 128 Kent St. and to Madarang Hoort for a Sign Grant at 230 Kent St.

The total receipts for the rear façade at 128 Kent St. were \$17,137.00. The Design Committee has approved the criteria and payment of \$5,000.00.

Motion by VanSlambrouck, supported by Barnes, to approve the disbursement of \$5,000.00 for the Façade Grant at 128 Kent St.

All in favor. Adopted.

Motion by Frewen, supported by Hodge, to approve disbursement of \$850.00 for the Madarang Hoort sign at 230 Kent St.

All in favor. Adopted.

Director Conner Wellman stated that the National Main Street Conference will be held in Kansas City, MO on March 25 – 29, 2018. Board members are invited to attend.

Director Conner Wellman provided information for Crowdfunding Grant up to \$25,000.00 for small businesses.

There was discussion that Portland has used all of its Design services available through Michigan Main Street.

Under the Director Report, Director Conner Wellman reported that Holidayfest, held on December 9, 2017 was a very nice, successful, community event. She outlined successes and foreseen changes for next year's event. She requested that as a board when making work plans for next year the necessity of volunteer support by the board members is considered.

There was discussion.

Director Conner Wellman presented the video of the Holidayfest event.

A business owner workshop, Online Branding, will be held on January 24, 2018. There are already businesses planning to attend.

The Michigan Main Street Annual Report has been submitted by the deadline. Director Conner Wellman provided an overview of notable accomplishments in 2017.

Photos have been submitted to Michigan Main Street in all 5 categories for the contest. Winners of each segment will be announced in January.

Under Board Member Comments, City Manager Gorman thanked the board for their involvement in Holidayfest. It was a great event. He also thanked City staff for their assistance. He further stated that he is looking forward to the Strategic Planning Meeting on January 11, 2018.

Chair Grimminck noted that the Portland District Library is conducting a patron survey to determine what they are doing/not doing well. Spread the word; they would love to have the communities comments.

Motion by VanSlambrouck, supported by Hodge, to adjourn the meeting at 4:24 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

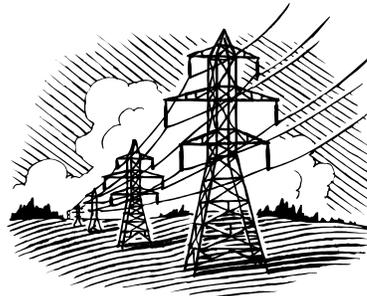
January 1, 2018
December 1-31, 2017

HYDRO GENERATION	221,400		
DIESEL PRODUCTION	0		
Kwh Purchased	3,252,536	Amount Paid	\$ 191,477.20
Total Kwh Purchased	3,473,936	Total Dollars Paid	\$ 191,477.20

Kwh Billed		Dollars Billed	
Residential	1,113,664	PCA Billed	\$ 33,022.33
Commercial	634,669	Residential	\$ 120,669.01
Large General	649,240	Residential EO Charge	\$ 2,005.82
City St. Lites Metered	41,122	Geothermal Discount	\$ (249.27)
St. Lites Unmetered		Commercial	\$ 68,324.15
Rental Lights		Commercial/LG EO Charge	\$ 2,428.23
Demand	2,234	Large General	\$ 45,702.88
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 3,455.84
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,440,929	Rental Lights	\$ 253.24
		Demand	\$ 13,119.05
Arrears after billing	\$ 8,898.77	Tax	\$ 10,516.06
Penalties Added	\$ 1,726.47		
Arrears end of month	\$ 36,309.67	Total Dollars Billed	\$ 300,808.79
Fuel Cost Billed	\$ 28,467.21		
Amount Collected	\$ 299,194.57	Power Cost Adj.	.01377
Total Adjustments	\$ 338.92		

Residential Customers	2,234
Commercial Customers	328
Large General	15
Total Customers	2,577

01/05/18



**CITY OF PORTLAND
January-18**

WATER DEPARTMENT REPORT

MONTH	Dec-17	PERIOD COVERED	December 1-31, 2017
Customers Billed		Penalties Added	\$ 366.07
City	1,835	Dollars Collected	\$ 47,093.99
Rural	24	Arrears at end of Month	\$ 6,246.50
Total Customers	1,859	Adjustments	\$ 231.79
		Gallons Pumped	10,024,700
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,164,606		\$ 43,808.93
Rural	153,460		\$ 1,594.94
Total	<u>7,318,066</u>		<u>\$ 45,403.87</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,797	Dollars Billed	\$68,285.74
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 68,285.74

Penalties Added	\$ 574.04
Dollars Collected	\$ 70,046.86
Arrears at end of Month	\$ 9,859.03
Adjustments	\$ 372.15
Gallons Treated per Million	10.50



PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR December 2017

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated **10.5 million gallons** and discharged **7.7 million gallons** for the month of December. The CBOD was 4 ppm, the Total Suspended Solids was 13 ppm, the phosphorus was 0.6 ppm, and the Fecal Coliform was 62 counts/100ml.

The Hand Command for the Cues mainline camera arrived to repair the Cues Inspector General. Two operators were then able to televise the main from manhole A87 to A88 on Bethel Drive. The main was in very good condition and this confirmed that a sewer call in that area was not the responsibility of the City.

Michigan Agribusiness Solutions was here in mid-December to haul and land-apply our digested Bio Solids. It was very cold yet the operation went smoothly.

Just before the Christmas/New Year Holidays a problem at the Riverside lift station arose. The WWTP operators responded to an alarm for a high wet well condition. When we arrived both pumps were running but not pumping. A call was placed with Kennedy Pumps, the original installer of the pumps, and they dispatched a man to the scene. He opened up one of the pumps and found a few small rags and minimal wear. He was able to get the pumps pumping and out of an alarm condition. This worked for a short period of time and then started again. Since this lift station has old control floats, the conclusion was that with the extreme cold that surface grease must be hindering the float operation. Two works used the spray gun in the wet well to break up any grease in hopes that this would help. The problem persisted. The plant manager discovered after spraying down the wet well that the lead float had bent the rod that it is connected to and had become stuck between the wall and the lag float. He immediately ordered a new style of floats along with five gallons of bio-degradable lift station degreaser. The new floats were installed as soon as they arrived following the holidays and the degreaser added to the wet well. This corrected the problems and the lift station has operated perfectly since. I am happy to report that no homeowners experienced any back-ups due to this situation.

Maintenance & Capitol Expenses for December 1, 2017 to December 31, 2017

ITEM	COST
Tom's Do It Center – Anti Freeze (for final clarifiers)	\$ 11.99
NCL – Lab supplies	\$ 63.88
USA Bluebook – Float Switches & Lift Station Degreaser	\$ 502.78
FCx Performance – Annual flow meter calibration	\$ 1211.58
Family Farm & Home – Rod and machine screws.	\$ 2.58
Aerzen – Flexible Flaps (Check Valves)	\$ 400.82
Total Monthly Expenses	\$ 2193.63
Total Spent YTD	\$ 28373.04

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	0 ft.
Routine cleaning	0 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	0
Building Services Inspected	0
City Main Televised	1

SEWER CALLOUTS

December 12, 2017

A call was received from a homeowner on Church St. at 12:20 PM by a WWTP operator that they had sewage backing up from their toilet. Upon the workers arrival the manholes A36 & A37 were inspected for flow. The flow was normal indicating that there was a problem in the house service lateral. The homeowner was advised to contact a plumber to have the service cleaned. He also let them know if they would contact the WWTP after the line is clean we could schedule to televise it.

December 26, 2017

A call was received from a homeowner on Quarterline St. at 10:15 AM stating that they had sewage backing up into the house. A WWTP operator was dispatched to investigate the situation. Upon his arrival he checked the flow at the upstream and downstream manholes. They both had good flow with no indications of surcharging. He recommended that the homeowner contact a plumber to clear the obstruction in the house service lateral. They were provided a list of plumbers to assist them. He suggested that they contact the WWTP should they like to have the service televised.

Respectively Submitted,
 Doug Sherman
 WWTP Superintendent

Public Act 202 of 2017 Pension Report

Enter Local Unit Name	City of Portland
Enter Six-Digit Municode	342030
Fiscal Year (four-digit year only, e.g. 2017)	2017
Contact Name (Chief Financial Officer)	Kristina Kinde
Title if not CFO	
Contact Email Address	citytreasurer@portland-michigan.org
Contact Telephone Number	517-647-2933

Instructions/Questions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting. For questions, please email LocalRetirementReporting@michigan.gov. **Return this original Excel file. Do not submit a scanned image or PDF.**

Line	Description	Source of Data	Statute Reference	Plan 1	Plan 2	Plan 3	Plan 4	Plan 5
1	Provide the name of your retirement pension system	Most Recent Actuarial Valuation Report	Sec. 5(6)	MERS				
2	Enter retirement pension system's assets (plan fiduciary net position ending)	Most Recent Audit Report	Sec. 5(4)(b)	8,248,863				
3	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	Sec. 5(4)(b)	13,686,785				
4	Date (plan year ending) of valuation of system's assets and liabilities (e.g. 12/31/2016)	Most Recent Audit Report	Sec. 5(6)	12/31/16				
5	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	Sec. 5(4)(b)	512,810				
6	Governmental Fund Revenues	Most Recent Audit Report	Sec. 5(4)(b)	4,808,706				
7	Pension Trigger Summary							
8	Is this unit a primary unit (County, Township, City, Village)?	From Municode		YES	YES	YES	YES	YES
9	Funded ratio	Calculated	Sec. 5(4)(b)	60.3%				
10	All plans combined ADC/Governmental fund revenues	Calculated	Sec. 5(4)(b)	10.7%	0.0%	0.0%	0.0%	0.0%
11	Does this plan trigger "underfunded status" as defined by PA 202 of 2017?	Primary unit triggers: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary unit triggers: Less than 60% funded	Sec. 5(4)(b)	NO	NO	NO	NO	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that these statements are complete and accurate in all known respects. Act 202 of 2017 also requires the local unit of government to electronically submit the report to its governing body.

IONIA COUNTY BOARD OF COMMISSIONERS

**January 23, 2018 - 7:00 p.m.
Conference Room – Central Dispatch Building**

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. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of December 2017 - \$1,267,924.96
 - D. Approve payment of Health Fund bills - \$127,877.15
 - E.
- VIII. Unfinished Business**
 - A. Appointments
 - 1. Board of Public Works – Two appointments, one applicant
 - 2. Parks Advisory Board – One appointment, no applicants
 - 3. Tax Allocation Board – One appointment, one applicant
 - 4. West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One vacancy, one applicant
 - B. Sheriff Department request to send officer to National Jail Leadership Command Academy
 - C.
- IX. New Business**
 - A. Request from Central Dispatch Director for approval of temporary outside employment
 - B. Approval of 2018 Capital Improvement Plan Detail
 - C.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

XII. Public Comment (3 minute time limit per speaker)

XIII. Closed Session

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2021.
- 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 2019. One of these positions serves as an alternate member.
- Parks Advisory Board – Two two-year terms expiring January 2019. One serves as a Member-at-Large from the Lyons Area; one serves as a General Public Representative.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One one-year term, expiring December 2018.

Non-Commissioner Appointments for consideration in the month of February 2018: None

Non-Commissioner Appointments for consideration in the month of March 2018:

- *Community Mental Health Services Board* – Four three-year terms.