



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

7:00 P.M. Monday, March 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>	
7:15 PM	VI. <u>Presentations</u>	
7:20 PM	<ul style="list-style-type: none"> A. Representative Julie Calley – Legislative Update B. DDA/Main Street Director Conner Wellman – Downtown Report 	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> – None	
	IX. <u>New Business</u>	
7:25 PM	<ul style="list-style-type: none"> A. Proposed Resolution 18-13 Approving a Budget for Fiscal Year 2018-2019 for the Portland Area Fire Authority 	Decision
7:28 PM	<ul style="list-style-type: none"> B. Proposed Resolution 18-14 Approving AECOM’s Proposal for Annual Water Level Monitoring, Downstream Fish Passage & Nuisance Plant Monitoring & Reporting for 2018 and 2019 	Decision
7:40 PM	<ul style="list-style-type: none"> C. Proposed Resolution 18-15 Approving the Purchase of a Falcon Asphalt Hot Box Trailer for the Department of Public Works 	Decision
7:43 PM	<ul style="list-style-type: none"> X. <u>Consent Agenda</u> <ul style="list-style-type: none"> A. Minutes & Synopsis from the Regular City Council Meeting and the Closed Session held on February 20, 2018 B. Payment of Invoices in the Amount of \$96,511.94 and Payroll in the Amount of \$103,146.59 for a Total of \$199,658.53 C. Purchase Orders over \$5,000.00 <ul style="list-style-type: none"> 1. Resco in the Amount of \$8,070.00 for One Roll of Kerite Wire 	Decision
	<ul style="list-style-type: none"> XI. <u>Communications</u> <ul style="list-style-type: none"> A. Utility Billing Report for January 2018 B. Water Department Report for March 2018 C. Ionia County Board of Commissioners Agenda for February 27, 2018 	

**Estimated
Time**

7:45 PM

7:50 PM

7:55 PM

8:00 PM

XII. Other Business - None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

**Desired
Outcome**

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-13

**A RESOLUTION APPROVING A BUDGET FOR FISCAL YEAR 2018-2019 FOR
THE PORTLAND AREA FIRE AUTHORITY**

WHEREAS, the City of Portland, Portland Township, and Danby Township have approved a Joint Fire and Emergency Services Agreement (Agreement) to create the Portland Area Fire Authority (Authority); and

WHEREAS, the Portland Area Fire and Emergency Services Board (Board) met on January 2, 2018 and approved to recognize the proposed budget for the entities to adopt for FY 2018-2019 (See the Board's Minutes, budget formula, and proposed budget, attached hereto as Exhibit A); and

WHEREAS, City staff reviewed the proposed budget and the funding formula governing the percentage of budget funded by each entity; and

WHEREAS, the proposed budget is \$120,961.06 and is approximately 0.54% higher than the City's contribution in the FY 2017-2018; and

WHEREAS, the Authority has forwarded copies of their approved recommended budget options for FY 2018-2019 to the City Council and Township Boards for approval pursuant to Section 2.2(a) of the Agreement.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Authority's proposed budget, for FY 2018-2019, a copy of which 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: March 5, 2018

Monique I. Miller, City Clerk



Portland Area Fire Authority
Regular Board Meeting
Tuesday Jan 2nd 2018
6:00pm

Call to Order – Pledge of Allegiance

Meeting called to order at 6:00 pm. The Pledge of Allegiance was observed.

Roll Call

Present: Mark Ackerson, Chris Jensen, Dan Platte, Bill Stegenga, Joel VanSlambrouck, Kathy Parsons, Chief Tim Krizov

Guest: Patti Jo Schafer

Public Comment

None

Agenda Approval

Mr. VanSlambrouck moved to approve the agenda as published. Mr. Stegenga supported. **Motion carried.**

Approval of Minutes

Mr. Jensen moved to approve the minutes of the previous meeting. Mr. Platte supported. **Motion carried.**

Financial Report

Mr. Jensen reported we spent 30% of the budget so far. Of note: Car 4 is a bit over on maintenance; everything else unremarkable. Mr. Ackerson moved to approve the financial report. Mr. Stegenga supported. **Motion carried.**

Approval of Bill Payment

\$5697.20 plus \$2,550.00 late bill for the audit from Gabridge & Company, for a total of \$8247.20. Mr. Jensen moved to pay the bills as presented. Mr. Platte supported. **Motion carried.**

Correspondence

Minutes from members meeting.

Chief Report –

Mutual Aid given is a litmus test of the health of our department that other agencies rely on us.

- DNR Grant Request -
A DNR grant for radios and foam packs is available. Our match is \$2,614. There is room in this year's budget for the expense. Mr. Ackerson moved to authorize Ms. Schafer to sign the grant application on the Board's behalf for acceptance of the grant funds. Mr. Stegenga supported. **Motion carried.**
- RIT Pack Purchase
Chief has estimates for purchase of RIT packs but will take it back to the vendor to see if there are additional discounts. Mr. VanSlambrouck moved to authorize purchase at lowest available. Mr. Jensen supported. **Motion carried.**

Chief checked on the Knox Box key. The keys for residential are the same ones as the commercial program. Ms. Parsons will email the enquiring homeowner.

Committee Reports:

- Insurance
- Policy & Procedure
- Budget - The budget committee reports they recommend the published proposed budget to the board for endorsement and presentation to the entities for approval.
- Personnel -

Old Business:

- Boundary book update
Mr. Jensen is still in contact with Mr. Bush for that and the Wellhead Protection Area reporting procedure.
- Audit update
Ms. Schafer reported that the draft audit did not report any areas of concern. The depreciation schedule was updated. The audit has been submitted to the state and been approved. She has not yet received the final printed copies.

New Business

- Proposed funding formula 2018/2019
Mr. Ackerson reported that figures double-checked with entities. Mr. Ackerson explained how the figures were promulgated. The formula is applied to the funding formula and incorporated into the proposed budget
- Proposed 2018/2019 budget
Mr. Ackerson and Ms. Parsons will clean up the notes and make a presentation copy for the entities' board action. Mr. Jensen moved to recommend the proposed budget to the entities for approval. Mr. Stegenga supported. **Motion carried.**
- Joint Training Session In January
The January joint training of the Board and department members is set for January 13th at 5:00 pm at the Portland Conservation Club.

Board Comment / Public Comment
None

Adjournment

Mr. VanSlambrouck moved to adjourn. Mr. Stegenga supported. Meeting adjourned at 6:50 pm.

Next meeting, Tuesday, February 6th at 6:00 pm at Portland City Hall.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kathy Parsons". The signature is fluid and cursive, with the first name "Kathy" and last name "Parsons" clearly distinguishable.

Kathy Parsons, Secretary.

To: The City of Portland, Danby Twp. & Portland Twp.

Subject: PAFA Proposed Budget for Fiscal year 2018/2019

Date: 1/9/2018

As the Portland Area Fire Authority starts 2018 we are looking ahead for our fiscal year 2018/2019.

We have held our budget workshop and are submitting our proposal as recommended by the PAFA Board for your consideration for the next fiscal year.

I have attached that proposal on a spread sheet, along with our past budgets since PAFA was formed. I have also attached the 2018/2019 budget formula as updated. The dollar amounts reflected in the proposed budget are based on the updated budget formula.

We have recommended a budget this year of \$3000 less than last year. We have worked hard with the PAFA Officers and members to promote fiscal responsibility and feel everyone is doing their part. (Example: Budget savings within the department were used to pay off the Pumper / Tanker early saving several thousand dollars in interest last year.)

We have had a very smooth transition in leadership with the interim appointment of Chief Krizov in June to replace Chief Baker who stepped down. Our decision to promote from within looks to have been a good call. Chief Krizov was evaluated after 6 months with good reviews, and will be reevaluated at the end of his first year to be sure that a permanent appointment will be a good fit for both PAFA and himself.

We reviewed the 5 year needs analysis that we requested from Chief Baker when he was appointed and we seem to be right on track. Chief Krizov is working with his Officers to update our long term plans/goals to ensure continuous improvement. One of the last pieces in our original 5-year plan was replacement of our first-out pumper. The PAFA truck committee has been hard at work developing specs for this replacement, as we anticipate ordering this truck sometime in 2018. We will keep you updated on this as it develops, but we don't anticipate any budget increases due to this purchase. We do anticipate having to come back to all units of government to amend the PAFA contract as we had to do last time because we (PAFA Board) don't have legal authority to enter into debt on our own. It requires approval, within the contract, to do so. I don't see this as an issue this time, as we have a working knowledge of what legal requirements are to obtain partial financing.

Last, I would like to thank all of you for your continued support of PAFA. I think it has been a wonderful, and surprisingly smooth transition, with very few of the expected road bumps. I made the observation a month or so ago that I could not remember ANY of our motions or votes not being unanimous.

Sincerely;

Mark Ackerson –PAFA Chairperson

Portland Area Fire Authority
Profit & Loss Budget Overview
July 2012 through June 2019

	Jul '12 - Jun 13	Jul '13 - Jun 14	Jul '14 - Jun 15	Jul '15 - Jun 16	Jul '16 - Jun 17	Jul '17 - Jun 18	Jul '18 - Jun 19
Ordinary Income/Expense							
Income							
400 · Contributions/Grants							
405 · City of Portland	84,239.93	84,239.93	102,513.18	102,512.60	109,977.91	120,306.46	120,961.06
410 · Danby Township	50,937.80	50,937.80	61,987.20	61,986.84	66,550.31	68,837.84	67,379.46
415 · Portland Twp	83,627.27	83,627.27	101,767.62	101,767.06	99,728.78	101,310.70	99,114.48
Total 400 · Contributions/Grants	218,805.00	218,805.00	266,268.00	266,266.50	276,257.00	290,455.00	287,455.00
430 · Fund Balances							
433 · Net Capital Asset Balance					142,000.00	0.00	
435 · Capital Outlay Fund balance		0.00					
438 · Operating Fund Balance		0.00					
Total 430 · Fund Balances		0.00			142,000.00	0.00	
440 · Interest	0.00	0.00					
450 · Rebates/Refunds	0.00	0.00					
460 · Donations		0.00					
Total Income	218,805.00	218,805.00	266,268.00	266,266.50	418,257.00	290,455.00	287,455.00
Expense							
700 · Salaries							
701 · Board Member Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
703 · Chief Salary	6,500.00	4,475.00	6,933.00	8,662.50	10,000.00	10,000.00	10,000.00
704 · Assistant Chief	1,700.00	1,175.00	1,273.00	1,742.50	2,100.00	2,100.00	2,100.00
705 · Officers	4,800.00	3,250.00	6,670.00	4,920.00	7,690.00	5,190.00	5,190.00
706 · Fire Marshalls	3,700.00	3,100.00	3,793.00	3,792.50	0.00	2,800.00	
707 · FireFighters	30,100.00	26,200.00	30,020.00	32,800.00	29,800.00	32,800.00	33,600.00
708 · Apparatus Maintenance Wages	2,400.00	2,400.00	2,460.00	2,460.00	2,460.00	2,460.00	2,460.00
Total 700 · Salaries	49,200.00	40,600.00	51,149.00	54,377.50	52,050.00	55,350.00	53,350.00
710 · Fringe Benefits							
711 · Workers Comp	3,616.00	5,616.00	5,500.00	3,500.00	6,500.00	6,500.00	4,500.00
712 · FICA	3,350.00	3,350.00	4,010.00	3,010.00	4,300.00	4,300.00	4,300.00
713 · Unemployment Payments	0.00						
Total 710 · Fringe Benefits	6,966.00	8,966.00	9,510.00	6,510.00	10,800.00	10,800.00	8,800.00
720 · Office Supplies	850.00	800.00	900.00	970.00	1,100.00	800.00	800.00
728 · Dues & Subscriptions	300.00	450.00	300.00	300.00	300.00	300.00	300.00
730 · Operating Expenses							

Portland Area Fire Authority
Profit & Loss Budget Overview
July 2012 through June 2019

	Jul '12 - Jun 13	Jul '13 - Jun 14	Jul '14 - Jun 15	Jul '15 - Jun 16	Jul '16 - Jun 17	Jul '17 - Jun 18	Jul '18 - Jun 19
731 · General Repair	3,300.00	2,081.00	1,200.00	800.00	400.00	0.00	
732 · Engine 11-1991 Pumper	1,100.00	13,490.00	2,250.00	1,250.00	9,400.00	3,000.00	5,000.00
733 · Engine 1-1999 Rescue Pumper	6,600.00	2,391.00	4,450.00	4,300.00	2,200.00	3,000.00	3,000.00
734 · Engine 7-1976 Pumper	1,000.00	1,250.00	360.00	300.00	0.00	0.00	
735 · Tanker 9- 1990	1,550.00	1,080.00	870.00	250.00	0.00	0.00	
736 · Brush 6- 1994 Grass Rig	400.00	66.00	400.00	400.00	400.00	400.00	400.00
737 · Brush 8- 1994 Grass Rig	500.00	445.00	400.00	400.00	400.00	400.00	400.00
738 · Brush 12- 1996 DNR Grass Rig	400.00	195.00	400.00	400.00	400.00	400.00	400.00
739 · L/A 2 - 1979 Light & Air Truck	400.00	172.00	1,830.00	400.00	400.00	400.00	
740 · Car 4 - Excursion- Support	1,100.00	0.00	300.00	300.00	800.00	300.00	300.00
741 · Truck 10- Support Vehicle	300.00	100.00	300.00	300.00	0.00	0.00	
742 · Quad 51 - 2002 Honda Quad	50.00	80.00	90.00	50.00	0.00	0.00	
743 · Marine 1- Zodiac Boat w/ motor	50.00	50.00	200.00	200.00	200.00	200.00	200.00
744 · Old Engine 1- 1942 Pumper	500.00	0.00	230.00	500.00	500.00	500.00	500.00
745 · Tanker 9 - 2015				0.00	1,000.00	1,000.00	1,000.00
Total 730 · Operating Expenses	17,250.00	21,400.00	13,280.00	9,850.00	16,100.00	9,600.00	11,200.00
746 · Turnout Gear	10,900.00	14,450.00	20,270.00	7,000.00	8,900.00	11,100.00	11,100.00
747 · Uniforms	752.00	752.00	882.00	1,752.00	752.00	1,600.00	800.00
748 · Gas & Fuel	3,200.00	4,350.00	4,000.00	4,000.00	2,000.00	1,500.00	1,500.00
750 · Employee Program							
751 · Infectious Control Program	400.00	0.00	400.00	400.00	400.00	0.00	
752 · Respiratory Program	250.00	0.00	250.00	1,100.00	7,400.00	1,000.00	2,000.00
753 · Health Testing	600.00	1,100.00	600.00	500.00	500.00	700.00	700.00
754 · Firefighter Program	400.00	500.00	0.00				
Total 750 · Employee Program	1,650.00	1,600.00	1,250.00	2,000.00	8,300.00	1,700.00	2,700.00
770 · Equipment Maintenance	1,000.00	1,000.00	2,000.00	1,000.00	340.00	2,000.00	1,000.00
780 · Maintenance Agreements	4,800.00	2,900.00	4,500.00	6,450.00	7,300.00	8,200.00	8,200.00
790 · Building Maintenance	2,000.00	1,000.00	1,000.00	2,000.00	860.00	1,500.00	1,500.00
800 · Professional Services							
801 · Accounting Services	6,600.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
802 · Bank Charges	0.00	50.00	0.00	0.00	0.00	0.00	
803 · Computer Consulting	600.00	650.00	50.00	3,000.00	3,000.00	1,500.00	1,500.00
804 · Legal Services	0.00	0.00	500.00	500.00	500.00	500.00	500.00
Total 800 · Professional Services	7,200.00	5,500.00	5,350.00	8,300.00	8,300.00	6,800.00	6,800.00

Portland Area Fire Authority
Profit & Loss Budget Overview
July 2012 through June 2019

	Jul '12 - Jun 13	Jul '13 - Jun 14	Jul '14 - Jun 15	Jul '15 - Jun 16	Jul '16 - Jun 17	Jul '17 - Jun 18	Jul '18 - Jun 19
810 · Advertising	600.00	500.00	500.00	2,500.00	500.00	500.00	500.00
815 · Audit Services	0.00	3,900.00	2,440.00	2,440.00	2,600.00	2,650.00	2,700.00
820 · Trash Removal/Sanitation	300.00	300.00	300.00	360.00	300.00	300.00	300.00
824 · Training	3,000.00	3,000.00	3,150.00	1,800.00	3,150.00	4,150.00	4,875.00
840 · Insurance Expenses							
841 · Vehice Insurance	9,740.00	5,320.00	8,740.00	8,740.00	10,000.00	10,000.00	10,000.00
842 · Building Insurance	712.00	432.00	212.00	232.00	500.00	500.00	500.00
843 · Liability Insurance	2,480.00	7,180.00	3,980.00	3,980.00	4,200.00	4,200.00	5,800.00
Total 840 · Insurance Expenses	12,932.00	12,932.00	12,932.00	12,952.00	14,700.00	14,700.00	16,300.00
850 · Communication Expenses							
851 · Internet Expense	500.00	900.00	0.00	0.00	0.00	0.00	150.00
852 · Radios/Pagers	4,500.00	3,600.00	4,500.00	2,500.00	2,900.00	2,500.00	2,500.00
853 · Telephones/Internet	1,500.00	500.00	1,500.00	1,500.00	1,600.00	1,000.00	1,400.00
Total 850 · Communication Expenses	6,500.00	5,000.00	6,000.00	4,000.00	4,500.00	3,500.00	4,050.00
880 · Inner Department Expenses							
881 · Fire Safety & Prevention	750.00	750.00	750.00	750.00	750.00	750.00	750.00
882 · S.C.B.A Program	3,500.00	3,500.00	3,500.00	3,500.00	1,500.00	2,500.00	2,000.00
883 · HazMat Program	150.00	150.00		0.00	0.00	0.00	0.00
Total 880 · Inner Department Expenses	4,400.00	4,400.00	4,250.00	4,250.00	2,250.00	3,250.00	2,750.00
890 · Interest Expense				3,000.00	2,225.00	3,225.00	
895 · Principle Loan Pmts Exp					142,000.00	0.00	
920 · Utilities Expense							
922 · Gas & Electric	10,000.00	10,000.00	10,000.00	7,300.00	9,000.00	8,000.00	8,000.00
923 · Water & Sewer	850.00	850.00	850.00	850.00	850.00	850.00	850.00
924 · Water - Fires and Training	150.00	150.00	150.00	150.00	150.00	150.00	150.00
Total 920 · Utilities Expense	11,000.00	11,000.00	11,000.00	8,300.00	10,000.00	9,000.00	9,000.00
955 · Board Supplies	2,000.00	2,000.00	1,300.00	2,000.00	2,000.00	500.00	500.00
957 · Board Travel/Education	0.00			0.00	0.00	0.00	
Total Expense	146,800.00	146,800.00	156,263.00	146,111.50	301,327.00	153,025.00	149,025.00
Net Ordinary Income	72,005.00	72,005.00	110,005.00	120,155.00	116,930.00	137,430.00	138,430.00
Other Income/Expense							
Other Expense							
970 · Capital Outlay							
976 · Equipment Purchase	12,900.00	15,000.00	28,000.00	15,000.00	17,000.00	37,000.00	37,000.00

Portland Area Fire Authority
Profit & Loss Budget Overview
 July 2012 through June 2019

	Jul '12 - Jun 13	Jul '13 - Jun 14	Jul '14 - Jun 15	Jul '15 - Jun 16	Jul '16 - Jun 17	Jul '17 - Jun 18	Jul '18 - Jun 19
977 · Office Equipment/Furniture	4,600.00	2,500.00	2,500.00	2,500.00	500.00	1,000.00	2,000.00
978 · Vehicle Purchase	0.00					0.00	0.00
979 · Vehicle Replacement Fund	54,505.00	54,505.00	79,505.00	102,655.00	99,430.00	99,430.00	99,430.00
Total 970 · Capital Outlay	72,005.00	72,005.00	110,005.00	120,155.00	116,930.00	137,430.00	138,430.00
Total Other Expense	72,005.00	72,005.00	110,005.00	120,155.00	116,930.00	137,430.00	138,430.00
Net Other Income	-72,005.00	-72,005.00	-110,005.00	-120,155.00	-116,930.00	-137,430.00	-138,430.00
Net Income	0.00						

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-14

A RESOLUTION APPROVING AECOM'S PROPOSAL FOR ANNUAL WATER LEVEL MONITORING, DOWNSTREAM FISH PASSAGE & NUISANCE PLANT MONITORING & REPORTING FOR 2018 AND 2019

WHEREAS, the City is licensed by the Federal Energy Regulatory Commission (FERC) to operate a municipal dam as part of its hydroelectric plant; and

WHEREAS, as part of the licensing process FERC requires annual water level, downstream fish passage, and nuisance plant monitoring and reporting; and

WHEREAS, the City has previously employed AECOM (formerly known as Earth Tech) in consulting matters pertaining to its FERC license since 2002; and

WHEREAS, AECOM has submitted a proposal to continue to perform the annual water level, downstream fish passage, and nuisance plant monitoring and reporting for 2018 and 2019, in an amount not to exceed \$32,875.00, a copy of the 2018-2019 proposal is attached as Exhibit A; and

WHEREAS, the Board of Light and Power met on February 20, 2018 and recommended that the City Council approve AECOM's proposal, a copy of the memorandum from the Electric Superintendent is attached as Exhibit B; and

WHEREAS, the Electric Superintendent and City Manager are recommending that the City Council approve AECOM's proposal to perform the annual water level, downstream fish passage, and nuisance plant monitoring and reporting for 2018 and 2019, in an amount not to exceed \$32,875.00, a copy of the 2018-2019 proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the Electric Superintendent and City Manager's recommendation to approve AECOM's proposal, a copy of which is attached Exhibit A, in an amount not to exceed \$32,875.00.
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: March 5, 2018

Monique I. Miller, City Clerk

February 20, 2018

Mr. Jon M. Hyland,
Electric Superintendent
City of Portland
723 E Grand River Ave
Portland, MI 48875

**RE: Proposal for 2018 & 2019 Monitoring & Reporting
Portland Municipal Dam
Portland, Michigan**

Dear Mr. Hyland:

AECOM Technical Services (AECOM) is pleased to provide this proposal to the City of Portland (City) for Water Level, Downstream Fish Passage, Nuisance Plant monitoring and reporting for the Portland Municipal Dam. AECOM has provided these services to the City since 2002 and welcomes the opportunity to continue our long standing relationship.

AECOM has developed this proposal based on the requirements of the Federal Energy Regulatory Commission (FERC) license and subsequent approval letters. This proposal is for activities required by the City's FERC license during 2018 and 2019.

SCOPE OF SERVICES

Task 1: Annual Water Level Monitoring & Reporting (License Article 405)

AECOM will complete the Annual Water Level Monitoring and Reporting as required by the license. The tasks will include downloading data from the automatic headwater surface elevation sensor and preparing a summary report for filing with the Michigan Department of Natural Resources (MDNR), U.S. Fish and Wildlife Service (USFWS), and FERC.

Task 1a. Data Download (2018 and 2019)

AECOM will conduct quarterly visits to download data from the automated sensor located in the powerhouse forebay. AECOM will notify the City of observed issues (ex. sensor malfunction, inclement weather) that preclude AECOM from completing the collection of data and request additional authorization, if necessary, to make repairs or improvements to ensure proper sensor operation.

Task 1b. Preparation of Annual Reports (2018 and 2019)

AECOM will prepare annual summary reports for 2018 and 2019 based on the City's monthly dam operation logs and the water level data obtained from the sensor. AECOM will review and compile the data in a report, and submit a draft to the City within 30 days of year end. Pending receipt of comments from the City, AECOM will finalize the report and submit it to the City, MDNR, USFWS, and FERC. The FERC license requires that the report be submitted prior to March 1st of each year.

Task 2: Annual Downstream Fish Passage Consultation & Reporting (License Article 408)

AECOM will request the MDNR to identify a consecutive 14-day period for stopping project generation to pass downstream migrating salmonid smolts. AECOM will prepare and submit the annual summary reports for 2018 and 2019 of downstream passage activities by October 1st of each year. AECOM assumes the City will provide documentation of daily observations for smolts.





Task 3: Annual Nuisance Plant Monitoring & Reporting (License Article 412)

AECOM will complete the Annual Nuisance Plant Monitoring and Reporting as required by the license. The tasks will include a visual inspection of the project area and preparation of 2018 and 2019 reports for the MDNR, USFWS, and FERC.

Task 3a. Visual Inspection (2018 and 2019)

AECOM will identify purple loosestrife and Eurasian water-milfoil in the project waters, via canoe or small boat. AECOM will photograph these species if we observe significant numbers.

Task 3b. Preparation of Annual Reports (2018 and 2019)

AECOM will prepare annual summaries of the 2018 and 2019 inspections and submit them to the City, MDNR, USFWS, and FERC. These reports will include maps illustrating the locations and relative abundance of each nuisance plant species and photographs for reference.

SCHEDULE

We assume the City will provide AECOM with the monthly logs of dam operations for the Annual Water Level reports within the first week of January of each year. AECOM will prepare the annual report and submit a draft to the City for review by January 30, 2019 and 2020. Pending comments from the City, AECOM will finalize and submit the reports to FERC, USFWS, and MDNR by March 1st of each year.

The written consultation for the Downstream Fish Passage will be submitted to the MDNR by March 1, 2018 and March 1, 2019. The Downstream Fish Passage Reports will be prepared and submitted to FERC by October 1, 2018 and 2019.

The visual inspections of the project areas will be completed by September 15, 2018 and 2019. The summary reports will be submitted to the MDNR and USFWS by December 31, 2018 and 2019.

PROJECT ASSUMPTIONS

For cost estimating purposes, the following is assumed:

- Weather, site conditions, and/or instrument malfunction do not prohibit data collection at the site during a calendar quarter.
- The City of Portland will provide the dam operation logs during the first week of January 2019 and 2020.
- Work outside the scope described in this proposal will require a change order and will be performed only upon receipt of written authorization from the City of Portland.

FEE

AECOM will perform the work described in the Scope of Services for a not-to-exceed price of **\$32,875** based on the breakdown below.

2018

Water Level Monitoring & Reporting	
Downstream Fish Passage Consultation & Reporting	\$16,332.50
Nuisance Plant Monitoring & Reporting	

2019

Water Level Monitoring & Reporting	
Downstream Fish Passage Consultation & Reporting	\$16,542.50
Nuisance Plant Monitoring & Reporting	

AUTHORIZATION

If you find this proposal to be acceptable according to the terms and conditions of the attached Commercial Terms and General Conditions, please provide written authorization referencing this proposal. The City of Portland may authorize AECOM to perform the work outlined in this proposal by signing and returning the attached Authorization to Proceed. The attached Authorization to Proceed and the associated General Conditions are considered part of the proposal, and all terms and conditions in it apply if the City authorizes AECOM to perform the work through another means.

AECOM is pleased to have this opportunity to continue assisting the City of Portland. Please contact Todd Colon and 616.574.8416 or todd.colon@aecom.com if you have any questions regarding this proposal.

Very truly yours,

AECOM, Inc.



Todd Colon, STS
Project Manager



Michael Stepic, PE
Associate Vice President

c: Ms. Allison Carpenter, AECOM



Authorization to Proceed

I hereby authorize AECOM Technical Services, Inc. ("AECOM") to proceed with the scope of work for the 2018 & 2019 Monitoring & Reporting, Portland Municipal Dam for the City of Portland, MI as described in AECOM's proposal dated February 20, 2018, with a budget authorization of \$32,875.00 under AECOM's General Conditions Form 103(01/12) attached hereto.

Signature

Date

Print Name

Title/Organization

I agree to accept invoices from AECOM via email and not postal mail:

Yes

Signature: _____

Email address: _____

Recipient Mr./Ms.: _____

Return to:

Name: Todd Colon

Address: 3950 Sparks Drive SE
Grand Rapids, MI 49546

Email: Todd.colon@aecom.com

Phone: (616) 574-8416

Effective January 1, 2013

SCOPE OF SERVICES – AECOM Technical Services, Inc., referred to herein as "AECOM", will perform the services described in its Proposal, or, in the absence of a proposal, as defined in writing and approved by AECOM and Client, referred to herein as "Services" in accordance with the following "Commercial Terms". These services shall be performed on a Time and Materials basis.

BILLING RATES

STAFF - Charges for all professional, technical and administrative personnel directly charging time to the project will be calculated and billed on the basis of the following staff category hourly "Billing Rates". Billing Rates are in U.S. dollars, net of all applicable taxes, duties, fees and related charges, and include fringe benefits, burden and fee.

STAFF CATEGORY	RATE/HOUR
Technician I, Project Administrator I	\$50.00
Data Administrator I, Technician II	\$60.00
Project Controls I, Scientist I, Project Administrator II, Construction Mgmt I	\$70.00
Scientist II, Engineer I, Data Administrator II, Construction Mgmt II, Technician III	\$85.00
Project Controls II, Scientist III, Engineer II, Technician IV, Data Administrator III, Project Administrator III	\$100.00
Project Manager I, Scientist IV, Engineer III, Construction Mgmt III	\$110.00
Scientist V, Engineer IV	\$125.00
Project Director I, Project Manager II, Construction Mgmt IV	\$140.00
Project Director II, Engineer V	\$155.00
Project Director III, Project Director IV	\$175.00

AECOM may revise these rates annually. All staff personnel have been classified in the above staff categories based on discipline skills, education and experience level.

All travel, to a maximum of eight hours per day, will be charged at the Billing Rates. Billing Rates are based on a forty-hour work week. Overtime hours for exempt employees (non-hourly) will be charged at the standard Billing Rates. Overtime hours of non-exempt (hourly-non-supervisory) employees are charged at 130% of the Billing Rates.

LITIGATION SUPPORT - In the event that AECOM's employees are requested by Client or compelled by subpoena or otherwise by any party to give expert or witness testimony or otherwise participate in a judicial or administrative proceeding involving the Client at any time, Client shall compensate AECOM at 150% of the Billing Rate, including preparation time, and shall reimburse AECOM for all out of pocket costs as provided herein.

RETAINER – AECOM may require advance deposit of funds on specific projects based upon project cost estimates. In those instances, AECOM and the Client will mutually provide terms for the deposit of advance payments and provisions for crediting such advances against invoices for Services completed.

OTHER DIRECT COSTS - "Other Direct Costs" are all costs and expenses incurred by AECOM directly attributable to the performance of Services together with a ten percent (10%) fee. Other Direct Costs include subcontracts, materials, shipping charges, special fees, permits, special insurance and licenses, outside computer time, and miscellaneous costs. Travel and travel-related expenses and equipment purchased for a project with advance authorization are computed on the basis of actual cost plus a five percent (5%) fee. All other internal expenses (reproduction, telephone, facsimile, etc.) will be charged as five percent (5%) of labor cost.

INVOICING AND PAYMENT - Invoices will be issued monthly or twice per month at AECOM's option. Invoices will include a listing of staff categories, hours worked, rates, and the Other Direct Costs. Invoices may be sent electronically at AECOM's discretion. Any variance from this invoice format will be completed at the client's expense. Payments can be made by electronic funds transfers to the routing number listed on the invoice or manually to the address appearing on the invoice due upon receipt. Invoices not paid within thirty (30) days are subject to interest from the 31st day at the rate of 1-1/2% per month (18% per annum) but not to exceed the maximum interest allowed by law. In addition, AECOM may, after giving seven (7) days written notice to Client, suspend Services without liability until the Client has paid in full all amounts due AECOM on account of Services rendered and expenses incurred including interest on past due invoices or terminate Services without liability. If there is a disputed amount on an invoice, Client agrees to pay all undisputed amounts in the thirty (30) day period. In the event that AECOM places Client's account in the hands of an attorney for collection, Client agrees to pay AECOM all fees and expenses, including attorneys' fees and expert fees, necessitated thereby.

SECURITY INTEREST – Client hereby grants AECOM a security interest in and to any and all machinery, equipment, other rights, assets, and property, tangible and intangible, wherever located, now owned or hereafter acquired by Client from AECOM, and any and all proceeds, additions or accessions to any and all of the foregoing, to secure the payment and performance by Client of any and all direct or indirect obligations, indebtedness and claims, whether contingent or fixed, now existing or hereafter arising, from Client to AECOM.

ESTIMATES OF COSTS AND SCHEDULES - AECOM's estimates of costs and schedules are for Client's budget and planning assistance only. Cost and schedule estimates are based on AECOM's best judgment of the requirements known at the time of the proposal and can be influenced favorably or adversely by Client needs and other circumstances. AECOM will endeavor to perform the Services and accomplish the objectives within the estimated costs and schedule, but in no event shall AECOM's estimate be interpreted as a not-to-exceed or fixed price. In the event AECOM is required to exceed its original estimate for any reason, the Client may wish to (1) redefine the scope of Services in order to accomplish Client's budget objectives, or (2) terminate Services at a specific expenditure level. If option (2) is chosen, AECOM will turn over all information to the extent completed at the authorized level without further obligation or liability to either party except payment for Services performed. Notwithstanding any other terms to the contrary, AECOM shall be entitled to a change order for additional compensation or additional time to perform its work, in the event that work outside the Services is requested or required to be performed by AECOM, or in the event that the assumptions underlying AECOM's proposal prove to be different from the facts actually encountered by AECOM during the performance of the Services.

AGREEMENT - These Commercial Terms Form 103A (01/13) and the attached General Conditions Form 102 (01/13) govern the performance of the Services and rights and obligations of the parties.

1. **ACCESS.** Client grants or shall obtain for AECOM Technical Services, Inc. ("AECOM") and its subcontractors authority to enter the property upon which AECOM's Services are to be performed ("Site"), at Client's expense.

2. **CLIENT INFORMATION.** Client understands that AECOM is relying upon the completeness and accuracy of information supplied to it by Client and others in connection with the Services without independent verification. Client agrees to advise AECOM of the existence of any hazardous substances, wastes or conditions affecting the Site or the Services to be performed hereunder.

3. **STANDARD OF SERVICES AND WARRANTY.** AECOM agrees to perform its services as described in the applicable Proposal ("Services") in accordance with generally accepted engineering and construction standards, and scientific practices in effect and utilized by environmental firms in the United States at the time the Services are rendered. The Services may involve the use of tests, calculations, analysis and procedures which are in a state of change and refinement. Client recognizes that projects involving hazardous waste sites may not perform as anticipated even though the Services are performed in accordance with the required level of care. Given the difficulty in predicting the environmental condition of a site based upon limited sampling and investigative activity, Client recognizes that any statements, opinions and conclusions contained in reports and other documents prepared and/or issued by AECOM are only meant to give approximations of the environmental condition of the Site limited to the particular contaminant(s) and/or environmental issues actually targeted by AECOM's investigation and the portions of the Site actually investigated, sampled or tested by AECOM. AECOM shall, for the protection of Client, request from all vendors and subcontractors from which AECOM procures equipment, materials or services, guarantees which will be made available to Client to the full extent of the terms thereof. AECOM's responsibility with respect to such equipment, services and materials shall be limited to the assignment of such guarantees and rendering assistance to Client in enforcing the same. Subject to Section 13, AECOM warrants that, if any of its completed Services fail to conform to the above standard, AECOM will, at its expense and provided AECOM is notified of such defective Services within one year of the completion of the Services, either perform corrective Services of the type originally performed as may be required to correct such defective Services or refund to Client the amount paid to AECOM for the defective Services. Except as provided in this Section, AECOM makes no other warranty, express or implied, and shall have no other liability to Client for defective Services, whether caused by error, omission, negligence or otherwise.

4. **CONFIDENTIALITY.** "Confidential Information" means all technical, economic, financial, pricing, marketing or other information that has not been published and/or is not otherwise available to members of the public and includes, without limitation, trade secrets, proprietary information, customer lists, scientific, technical and business studies, analyses, processes, methods, procedures, policies and information. In the event that either party discloses Confidential Information to the other party in connection with this contract (excluding AECOM's Work Product that is delivered to Client or others hereunder), the party receiving such Confidential Information agrees to hold as confidential and to not disclose to others the Confidential Information for a period of ten (10) years from the date of disclosure. These restrictions shall not apply to information that (i) the parties had in their possession prior to disclosure; (ii) becomes public knowledge through no fault of the receiving party; (iii) the receiving party lawfully acquires from a third party not under an obligation of confidentiality to the disclosing party; (iv) is independently developed by the receiving party; or (v) is required to be disclosed by law or court order. Client agrees that AECOM may use and publish Client's name and a general description of the Services provided to Client in describing AECOM's experience and qualifications to other clients and potential clients.

5. **WORK PRODUCT.** "Work Product" consists of all reports, notes, laboratory test data and other information prepared by AECOM for delivery to Client. Client shall have the right to make and retain copies and use all Work Product; provided, however, such use shall be limited to the particular Site and project for which the Work Product is provided. Client may release the Work Product to third parties at its sole risk and discretion; provided, however, AECOM shall not be liable for any claims or damages resulting from or connected with such release or any third party's use of the Work Product, and Client shall indemnify, defend and hold AECOM harmless from any and all such claims or damages.

6. **INSURANCE.** AECOM shall maintain Workers' Compensation and Employer's Liability insurance in accordance with requirements of the state in which the Services are being performed, Commercial General Liability insurance with a limit of \$1,000,000 per occurrence and in the aggregate for bodily injury and property damage, Automobile Liability insurance including owned and hired vehicles with a limit of \$1,000,000 per occurrence and in the aggregate for bodily injury and property damage, and Professional Liability (errors and omissions) insurance with a limit of \$1,000,000 per claim and in the aggregate.

7. **INDEMNITY.** AECOM shall indemnify, defend and hold harmless Client, its officers, directors, agents employees and affiliated and parent companies against claims, demands and causes of action of third parties (including reasonable attorneys fees and costs of defense) for bodily injury, disease or death, and damage of property arising during the performance of Services to the extent caused by the negligence or willful misconduct of AECOM. Client shall indemnify, defend and hold harmless AECOM, its officers, directors, agents employees and affiliated and parent companies against claims, demands and causes of action of third parties (including reasonable attorneys fees and costs of defense) for bodily injury, disease or death, and damage of property arising during the performance of this Agreement to the extent caused by the negligence or willful misconduct of Client.

8. **PAYMENT & CHANGES.** Invoices will be issued monthly or twice per month at AECOM's discretion, itemizing the staff categories, hours worked, rates, and the Other Direct Costs. Invoices may be sent electronically at AECOM's discretion. Copies of supporting documentation will be provided upon Client's request and at Client's expense, to include associated labor and copying costs. Payments can be made by electronic funds transfers to the routing number listed on the invoice or manually to the address appearing on the invoice due within thirty (30) days of invoice date. Notwithstanding any other provisions of the Agreement to the contrary, AECOM shall be entitled to additional compensation for work in the event that AECOM experiences any increases in costs due to changes in AECOM's scope of work from that included in AECOM's original proposal or for additional work requested

by client or changes in the manner or method of performance of work or due to changes in schedule or circumstances not solely caused by AECOM. AECOM shall be compensated for all such additional work either (1) as previously agreed in writing by the parties; or (2) on a time and materials basis in accordance with AECOM's then current standard commercial rates.

9. REMEDIES. Neither party, nor their parent, affiliated or subsidiary companies, nor the officers, directors, agents, employees or contractors of any of the foregoing, shall be liable to the other in any action or claim for incidental, indirect, special, collateral, consequential, exemplary or punitive damages arising out of or related to the Services, including without limitation, loss of profits, loss of opportunity, loss of production, or loss of use. Any protection or limitation against liability for any losses or damages afforded any individual or entity by these General Conditions shall apply whether the action in which recovery of damages is sought is based upon contract, tort (including, to the greatest extent permitted by law, the sole, concurrent or other negligence, whether active or passive, and strict liability of any protected individual or entity), statute or otherwise. To the extent permitted by law, any statutory remedies inconsistent with these terms are waived.

10. ENVIRONMENTAL CONDITIONS. Client shall provide (or cause the Site owner to provide) AECOM with the identity and location of all subsurface facilities and obstructions on the Site. Client agrees to waive any claims against AECOM and to indemnify, defend and hold AECOM harmless from any claims, demands or causes of action for damages to subsurface facilities or obstructions that are not accurately identified or located by Client or others. Client assumes responsibility for air, subsurface and/or ground pollution and environmental impairment from toxic substances or hazardous materials existing at the Site and shall indemnify and defend AECOM from any claims, demands and causes of action of third parties related thereto, except where such claims, demands and causes of action are caused by the sole negligence or willful misconduct of AECOM; it being the intention of the Client to assume any liability alleged to have resulted from AECOM's joint or concurrent negligence.

11. INDEPENDENT CONTRACTOR. AECOM's Services are performed as an independent contractor.

12. FORCE MAJEURE. AECOM shall have no liability for any failure to perform or delay in performance of the Services caused by circumstances beyond its reasonable control, including, but not limited to, strikes, riots, wars, acts of terrorism, disease, floods, fires, explosion, acts of nature, acts of government, labor disturbances, acts of Client or Client's other subcontractors and/or contractors, delays in transportation or inability to obtain material or equipment.

13. LIMITATIONS OF LIABILITY. To the greatest extent allowed by law, Client agrees that AECOM's aggregate liability to Client and others for any and all injuries, claims, demands, losses, expenses or damages, of whatever kind or character, arising out of or in any way related to this Agreement, the Services or the Site, shall be limited to the lesser of \$50,000 or the total amount of compensation received by AECOM hereunder. The parties agree that in any dispute over the terms of this Agreement or any issue arising under this Agreement, they will make a good faith effort to resolve the matter without litigation. Such efforts shall include, but not be limited to, a meeting(s) attended by each party's representative(s) empowered to resolve the dispute. The parties agree that before either party commences an action against the other party, they will consider the use of alternate forms of dispute resolution, including mediation (or arbitration if both parties agree to arbitrate the dispute). Pending the outcome of such dispute resolution, both parties shall take immediate steps to mitigate any damages. Until such time as the dispute is resolved, AECOM reserves the right to suspend its Services hereunder and shall so timely notify Company.

14. OWNERSHIP OF WASTE. "Pre-Existing Waste" is any hazardous or non-hazardous wastes, substances or materials existing on the Site prior to the date that the Services are initiated. Upon request, AECOM shall assist Client in the proper handling, storage, transportation and/or disposal of the Pre-Existing Waste in accordance with all applicable federal, state and local laws and regulations. Client shall provide appropriate disposal identification numbers, select the disposal site(s) and sign all required manifests, disposal contracts and other documentation necessary to allow AECOM to complete the Services in a timely manner. Client agrees to look solely to the disposal facility and/or transportation concern for any damages arising from improper transportation or disposal of the Pre-Existing Waste. In no event shall AECOM take title to or be liable for disposal or remediation costs associated with Pre-Existing Wastes. Any samples obtained pursuant to the Services are to remain property of the Client.

15. ENTIRE AGREEMENT. The terms of this Agreement shall be deemed accepted by Client at the earlier of (1) AECOM's initiation of Services at the verbal or written direction of Client or (2) Client's written agreement to be bound by these terms. This Agreement constitutes the entire understanding between the parties. Any waiver, modification or amendment of this contract shall be effective only if in writing and signed by an authorized representative of AECOM. AECOM hereby objects to any terms contained in any prior or subsequent purchase orders, work orders, invoices, acknowledgement forms, manifests, requests for proposals or other documents received from the Client that would otherwise have the effect of modifying or abrogating these General Conditions in whole or in part. If any portion of this contract is held invalid or unenforceable, any remaining portion shall continue in full force and effect. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than Client or AECOM. There shall be no assignment of the rights or obligations contained in this contract by either party and any such assignment shall be null and void. Either party may terminate this Agreement by giving the other party seven (7) days written notice. Termination of this Agreement or the Services for any reason shall not affect or minimize the respective rights, obligations and limitations of liability contained herein, specifically, but not by way of limitation, Sections 3, 6, 7, 9, 10, 13 & 14 shall survive termination, completion and/or expiration of this Agreement. The construction, interpretation and performance of this Agreement and all transactions relating thereto shall be governed by the laws of the state in which the AECOM office that issued the proposal is located. Any notices issued hereunder shall be delivered by first class mail to the addresses listed for the parties in the Proposal.

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

February 20th, 2018

At the Light & Power Board meeting on Feb. 20th, 2018, the Light & Power Board passed the recommendation to the City Council, to have AE COM continue to do the required (FERC) services and reports for calendar year 2018 and 2019.

Year 2018-----\$16,332.50

Year 2019-----\$16,542.50

Total for 2 years \$32,875.00

This is \$25.00 cheaper than last two years.

Respectfully submitted,

Jon M. Hyland



City of Portland, Board of Light & Power



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-15

**A RESOLUTION APPROVING THE PURCHASE OF A FALCON ASPHALT
HOT BOX TRAILER FOR THE DEPARTMENT OF PUBLIC WORKS**

WHEREAS, the Department of Public Works is seeking to purchase a Falcon Asphalt Hot Box Trailer to be used for road maintenance; and

WHEREAS, the Department of Public Works Director of Public Services, utilizing the MiDeal Program, recommends that City Council approve the purchase of a Falcon Asphalt Hot Box Trailer from Falcon Asphalt Repair Equipment for the amount of \$28,585.82, a copy of the quote is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of a Falcon Asphalt Hot Box Trailer from Falcon Asphalt Repair Equipment for the amount of \$28,585.82, a copy of the quote 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: March 5, 2018

Monique I. Miller, City Clerk



Mideal PRICE QUOTE

No. OZ030118-757

2000 Austin Street
Midland, MI 48642
Phone: (989) 495 – 9332
Fax: (989) 495 – 9342

Requested By: City of Portland

Quote Date	Quote Good Through	Freight Terms	Requested By	Payment Terms
03/01/18	04/10/18	FOB Midland, MI	Ken	Net 30 Days

Qty	Item No	Description	Price
1	MI10259	4-Ton Falcon Asphalt Recycler & Hot Box Trailer 12-Volt Battery Demo Unit #H241 Triple Wall Construction and Fully Insulated Automatic Temperature Control Single Diesel Burner VIP Technology - Voltage Indicator and Protector Controller Automatically Prevents Burner(s) from Operating Below Burner Manufacturer's Required Voltage One-Piece, Seamless Ceramic Combustion Chamber Independently Certified 92% Fuel Efficiency Tandem Axle Trailer Frame - 2" x 6" x 3/16" Tubular Steel Diamond Tread Plate Hopper Access Platform Electric Brakes w/ Safety Breakaway 7-Pin Flat RV Trailer Plug Paint Color Falcon Red Conspicuity Tape Included Options: Battery Charger Package Dump Box (12-Volt Electric Over Hydraulic) Single Frame Extension LED Lighting Upgrade - Two Red Stop/Tail/Turn Lights and One Amber Strobe Per Side Night Work Lights - LED Arrow Stick - LED Fire Extinguisher (5 pound) & Mounting Bracket Hand-Held Propane Torch with Bracket for 20lb Cylinder Release Agent Sprayer Basket Upgrade to ST235/80R 16" Tires - Load Range E Spare 16" Tire with Wheel Shipped Loose Spare Tire Holder Tool Holder - 3-Positions	\$28,585.82

**Exhibit
A**

Wheel Chocks with Mounting Bracket
Timer - 24-Hour
15-Gallon Non-Heated / Insulated Rejuvenator / Tack Tank
Gravity Feed
Basket for Mounting Compactor or Roller (ID 24" x 24")
Two Rear-Mounted Strobe Warning Lights Flush to Hopper
Doors (One Per Side)
Two Hopper Access Steps - 7.5 x 12
Hoist with 12V Winch (For lifting 550 Pounds)

Operator, Parts and Service Manual
Two-Year Machine Warranty and Lifetime Frame Warranty
Freight FOB Midland, MI

Included
Included

Total with Freight

Plus Applicable Sales Tax

Why Falcon?

It's Versatile

- Recycle leftover asphalt, chunks and millings (a dual burner unit is required to recycle millings)
- Transport asphalt and keep it hot all day and hold it overnight
- Heat and re-heat cold patch

It's Cost-Effective

- When used as a hot box, it eliminates asphalt waste that occurs in the back of an unheated truck bed
- When used as a recycler, it recycles leftover asphalt and asphalt chunks torn up from the pavement
- Independently certified 92% fuel efficiency – uses less than 3 gallons of fuel per 8-hour shift

It's Reliable

- VIP Technology (patent pending) – Protects burner components by automatically preventing burner from operating with low battery voltage
- A Falcon is designed to allow the burner to run while in tow - preventing material from cooling while being transported
- Heat management system is engineered to provide even hopper temperatures – eliminating material scorching from hot spots and material hardening from cold spots
- Standard 2-year machine warranty and lifetime frame warranty

	It's a Falcon	
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City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Tuesday, February 20, 2018

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; Parks, Recreation & Cemetery Director Brown; Police Chief Thomas

Guests: Ken Lane of Clark Hill PLC; Jon Moxey, Brian Rice, Rick Stout and Tony Finch of Fleis & VandenBrink

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

There was no Public Comment.

Under City Manager Report, City Manager Gorman stated that the closing for the purchase of property along Cutler Rd. by Sparrow has been scheduled for Friday, February 23, 2018.

City Manager Gorman provided a conceptual design of the development of a splash pad and improvements to Toan Park.

City Manager Gorman noted that one of the City's ambulances was in an accident last week while on route to the hospital with a patient when a driver failed to yield to the emergency lights. No one was injured but the ambulance was not drivable. The damage to the ambulance is covered by insurance.

City Manager Gorman explained recent decisions by the Planning Commission and Zoning Board of Appeals on the request made by Terry Frewen to consider a request for a Special Land Use Permit for the property at 1323 E. Bridge St. (34-300-110-000-045-00), to rent the property as a single-family residence with a cell phone repair business to operate in the front room of the house.

Representatives for Muffler Man will seek reapproval of the expired Special Land Use for the property at 738 E. Grand River Ave. to construct a 1,198 square foot addition to the existing 1,804 square foot motor vehicle repair garage from the Planning Commission on March 14, 2018.

City Manager Gorman noted due to the substantial rainfall he has been in contact with the County's Emergency Manager. The river levels are expected to crest on Friday and are being monitored.

Motion by Fitzsimmons, supported by Johnston to adjourn to Closed Session as permitted under Section 8(h) of the Michigan Open Meetings Act to discuss the proposed ADM Donation Agreement.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None
Adopted

The Council adjourned to Closed Session at 7:13 P.M.

The Council returned from Closed Session at 7:51 P.M.

Mayor Barnes opened the Public Hearing on the 5-Year Parks & Recreation Plan at 7:51 P.M.

Jon Moxey of Fleis & VandenBrink provided an overview of the 5-Year Parks & Recreation Plan.

There was no public comment.

Mayor Barnes closed the Public Hearing at 8:05 P.M.

Under New Business, the Council considered Resolution 18-08 to approve the Donation Agreement between Archer Daniels Midland (ADM) and the City of Portland for the property at 401 East Grand River Ave. The recent award of the Redevelopment Brownfield Grant has helped to make this possible. There will still be an environmental inspection period. City staff has determined that it would be advantageous to the City to accept the property for potential development in the DDA and future replacement of the Divine Hwy. Bridge. City Manager Gorman and Legal Counsel have reviewed the Donation Agreement and recommend its approval.

Motion by Baldyga, supported by Johnston, to approve Resolution 18-08 approving a Donation Agreement between Archer Daniels Midland (ADM) and the City of Portland.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-09 to approve the City of Portland's 5-Year Parks & Recreation Plan 2018-2022 to be used as a guideline for improving recreation and enhancing natural resource conservation.

City Manager Gorman expressed his appreciation to City staff and engineers for work on this project.

Council Member Baldyga thanked the public for their input on the document.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 18-09 approving the City of Portland's 5-Year Parks & Recreation Plan 2018-2022.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-10 to approve the purchase of a new copy machine/printer for City Hall and maintenance plans for the new machine at City Hall as well as for a new copy machine/printer for the Electric Department and a shared copy machine/printer for the Ambulance and Police Departments.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 18-10 approving purchase and maintenance plans for new printer/copy machines.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 18-11 to approve a utility easement along the Sparrow property on Cutler Rd. for watermain in order to provide flexibility and development of the City owned property at the corner of Grand River Ave. and Cutler Rd.

Jon Moxey of Fleis & VandenBrink provided information and a diagram of the easement.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 18-11 approving, authorizing, and directing the Mayor to sign a Utility Easement for the City of Portland.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-12 to amend Resolution 17-30 for the Sparrow land purchase transaction. The title company has requested the City amend Resolution 17-30 to require only the Mayor to sign the stated documents which would cure any potential defect in the transaction.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 18-12 amending Resolution 17-30 for the Sparrow Land Purchase Transaction.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

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 February 5, 2018, payment of invoices in the amount of \$90,486.40 and payroll in the amount of \$114,701.75 for a total of \$205,188.15. There were no purchase orders over \$5,000.00.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman reminded residents that the Annual Daddy Daughter Dance will be held Wednesday, February 21st and Thursday, February 22nd.

Under Council Comments, Mayor Barnes noted the relevance of the ADM Donation Agreement. He thanked ADM for their donation to the City and the Council for their wisdom and environmental stewardship to clean up any potential contamination on the property. He further noted the significant benefit of the City owning this property for future development of the Divine Hwy. Bridge.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:19 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the February 20, 2018 City Council Meeting

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

Present – Mayor Barnes; Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Clerk Miller; Parks & Recreation Director Brown; Police Chief Thomas

Closed Session – For discussion of the proposed ADM Donation Agreement

Public Hearing on the 5-Year Parks & Recreation Plan 2018-2022

Approval of Resolution 18-08 approving a Donation Agreement between Archer Daniels Midland (ADM) and the City of Portland.

All in favor. Adopted.

Approval of Resolution 18-09 approving the City of Portland’s 5-Year Parks & Recreation Plan 2018-2022.

All in favor. Adopted.

Approval of Resolution 18-10 approving purchase and maintenance plans for new printer/copy machines.

All in favor. Adopted.

Approval of Resolution 18-11 approving, authorizing, and directing the Mayor to sign a Utility Easement for the City of Portland.

All in favor. Adopted.

Approval of Resolution 18-12 amending Resolution 17-30 for the Sparrow Land Purchase Transaction.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:19 P.M.

All in favor. Adopted.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.
Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STEVE AKRIGHT	MISC	DADDY/DAUGHTER DJ FEE - RECREATION	500.00
PORTLAND TOWNSHIP TREASURER	00371	ANNEXED PROPERTIES - COMM PROMO	17,602.72
DANBY TOWNSHIP	00110	ANNEXED PROPERTIES - COMM PROMO	1,620.74
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	90.00
AMERICAN WATER WORKS ASSOC.	00018	DUES - WATER	83.00
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	92.20
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	1,864.64
AT&T	00686	PHONE SVC - WASTE WTR	88.49
BADER & SONS CO.	00031	SNOW FUSHER- MAJ STS, LOC STS	4,095.00
BERTMAN TOOLS LLC	02430	WRENCHES - ELECTRIC	416.00
BSN SPORTS	00911	WHISTLES - REC	77.83
CONSUMERS ENERGY	00095	GAS SERVICES - WASTE WTR	937.58
CONSUMERS ENERGY	00095	GAS SERVICES - PARKS	78.99
CONSUMERS ENERGY	00095	GAS SERV - WATER	49.21
CONSUMERS ENERGY	00095	GAS SERVICES - CITY HALL	718.71
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	17.88
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	50.81
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	886.92
CONSUMERS ENERGY	00095	GAS SERVICES - MTR POOL	395.77
CONSUMERS ENERGY	00095	GAS SERVICES - WASTE WTR	27.75
CULLIGAN	02130	WATER - CITY HALL	13.00
DAVID L. KEILEN	00107	ELECTRICAL WORK SOUTH WATER TOWER - WATER	299.14
TIM FANDEL	02497	REIMB FOR MEAL - POLICE	12.27
FLEIS & VANDENBRINK	00153	WATER AMP 2017 - WATER	187.00
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - GENERAL	492.99
FLEIS & VANDENBRINK	00153	SPARROW SITE IMPROVEMENTS - LOC STS	8,746.35
FLEIS & VANDENBRINK	00153	CLEANUP - ELECTRIC	962.50
FLEIS & VANDENBRINK	00153	JAMES ST DESIGN ENGINEERING -LOC ST, WW, WTR	363.69
FLEIS & VANDENBRINK	00153	GENERAL ENG SERV - GENERAL	1,607.25

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRP ENGINEERING INC.	01994	RECLOSER CONTROLLER UPGRADE - ELECTRIC	287.00
HYDRO-CHEM SYSTEMS, INC.	02284	FILM FIGHTER - MTR POOL	192.60
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,300.00
JOHN DEERE FINANCIAL	01818	PARTS - ELECTRIC, MTR POOL	453.78
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	745.00
MCFADDEN LAW OFFICE PLLC	02299	LEGA SERVICES - POLICE, INCOME TAX	138.00
MENARDS	00260	STEEL RACKING BEAM - ELECTRIC	211.86
MENARDS	00260	PLYWOOD - MTR POOL	155.97
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - WASTE WTR	656.00
MICHIGAN COMPANY, INC.	00273	TRUCK WASH/CALCIUM CHLORIDE - AMB, ELEC	996.60
MICHIGAN ELECTION RESOURCES	00278	VOTER INFO BROCHURE - ELECTIONS	42.87
MICHIGAN WOOD FIBERS	02498	LEAF RECYCLING/DISPOSAL - MAJ STS, LOC STS	13,450.00
MUNICIPAL SUPPLY CO.	00324	CURB GUARD - MAJ STS	135.00
OTIS ELEVATOR	00970	OTIS ELEVATOR CONTRACT - CITY HALL	580.65
REFLECTIONS PHOTOGRAPHY	02013	DADDY/DAUGHTER PHOTOS - REC	690.00
RESCO	00392	PARTS - ELECTRIC	3,928.80
S&K TROPHIES AND PLAQUES	00401	ADULT BASKETBALL & VOLLEYBALL TROPHIES - REC	160.00
SLICK SHIRTS SCREEN PRINTING	02003	ADULT BASKETBALL CHAMP SHIRTS - REC	482.39
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE-EMPLOYMENT PHYSICAL - AMB	113.50
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES - VARIOUS DEPTS	894.42
STATE OF MICHIGAN	00428	ARCHERY EQUIPMENT GRANT PROGRAM - REC	2,150.00
STAR THOMAS	01654	POSTAGE REIMB - POLICE	43.75
TOP QUALITY GLOVES	02227	GLOVES - AMBULANCE	54.50
WOW! INTERNET-CABLE PHONE	02132	PHONE & INTERNET - POLICE, COMM PROMO, AMB	578.66
VAN BRO'S IRRIGATION INC.	01762	MAINTENANCE AGREEMENT - CITY HALL	230.00
WEX BANK	02181	MOTOR FUEL - POLICE, AMB, ELEC, MTR POOL	5,486.10
MARCUS VANDERKOOI	MISC	ENERGY OPTZ - ELECTRIC	26.33
BRIAN KRIEGER	00568	OFFICIALS - REC	125.00
BRYAN SCHEURER	00600	OFFICIALS - REC	25.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BRIAN RUSSELL	00593	OFFICIALS - REC	100.00
FRED KRAMER	00564	OFFICIALS - REC	250.00
TIM STOPZYNSKI	02438	OFFICIALS - REC	200.00
DAYTON WOODS	02330	OFFICIALS - REC	75.00
MARCO WILLIAMS	02393	OFFICIALS - REC	75.00
DONALD CHUBB	01799	OFFICIALS - REC	200.00
MIKE FULLER	01801	OFFICIALS - REC	200.00
MARCEL MILLER	02245	OFFICIALS - REC	100.00
JODI WOODMAN	02006	OFFICIALS - REC	120.00
MILO ROOT	02499	OFFICIALS - REC	100.00
BRANDON SCHEURER	02394	SCOREKEEPERS - REC	56.00
OWEN RUSSELL	02249	SCOREKEEPERS - REC	146.00
HANNAH DENSMORE	02300	SCOREKEEPERS -REC	56.00
NATHANIEL LEAHY	02424	SCOREKEEPERS - REC	75.00
KATELYN RUSSELL	02457	SCOREKEEPERS - REC	42.00
RYAN LAY	02477	SCOREKEEPERS - REC	30.00
GRAHAM WOHLSCHEID	02423	SCOREKEEPERS - REC	59.00
NATHAN LEHNERT	02496	SCOREKEEPERS - REC	60.00
MILO ROOT	02499	SCOREKEEPERS - REC	28.00
POLYDYNE INC.	02196	CLARIFLOC - WASTE WTR	1,822.50
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	13.80
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMB	404.03
BOUND TREE MEDICAL LLC.	01543	PULLOVER - AMBULANCE	475.20
BOUND TREE MEDICAL LLC.	01543	PULLOVERS - AMBULANCE	475.20
BOUND TREE MEDICAL LLC.	01543	PULLOVERS - AMBULANCE	475.20
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	471.60
STEVE'S METER SERVICE	00442	METERS - ELECTRIC	1,850.00
VISCO	00793	ST LIGHTS - COMM PROMO	3,365.00
BOUND TREE MEDICAL LLC.	01543	PULLOVERS - AMB	475.20

**BI-WEEKLY
WAGE REPORT
February 26, 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.	8,847.71	170,589.63	2,183.93	50,410.31	11,031.64	220,999.94
ASSESSOR	1,082.74	18,052.85	100.48	1,915.72	1,183.22	19,968.57
CEMETERY	1,319.57	54,685.75	149.98	14,205.70	1,469.55	68,891.45
POLICE	12,846.78	250,694.57	2,990.68	81,305.27	15,837.46	331,999.84
CODE ENFORCEMENT	628.23	13,151.65	48.06	2,331.87	676.29	15,483.52
PARKS	935.75	34,373.25	120.65	6,287.92	1,056.40	40,661.17
INCOME TAX	1,907.95	35,736.76	544.02	14,810.50	2,451.97	50,547.26
MAJOR STREETS	6,496.42	61,862.12	1,115.12	28,378.95	7,611.54	90,241.07
LOCAL STREETS	4,339.91	56,127.40	827.78	26,054.71	5,167.69	82,182.11
RECREATION	2,156.70	28,075.52	324.07	7,922.33	2,480.77	35,997.85
AMBULANCE	11,469.39	213,073.12	1,654.71	42,397.93	13,124.10	255,471.05
DDA	2,115.38	43,559.83	313.83	7,598.98	2,429.21	51,158.81
ELECTRIC	16,025.71	319,200.58	3,216.13	101,645.50	19,241.84	420,846.08
WASTEWATER	9,148.63	174,728.75	1,240.18	57,935.93	10,388.81	232,664.68
WATER	4,723.76	94,123.79	1,233.00	38,409.13	5,956.76	132,532.92
MOTOR POOL	2,479.24	48,393.47	560.10	23,300.19	3,039.34	71,693.66
TOTALS:	86,523.87	1,616,429.04	16,622.72	504,910.94	103,146.59	2,121,339.98

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 2/28/18
MEETING DATE 3/5/18

Fund	Description	Beginning Balance 2/15/18	Total Cash in	Total Cash out	Cash Balance 2/28/18	Time Certificates	Ending Balance 2/28/18	
101	GENERAL FUND	2,514,221.79	130,541.44	(122,059.60)	2,522,703.63	235,000.00	2,757,703.63	
105	INCOME TAX FUND	88,155.07	2,451.97	(6,446.68)	84,160.36	10,000.00	94,160.36	
150	CEMETERY PERPETUAL CARE FUND	39,967.20	350.00	-	40,317.20		40,317.20	
202	MAJOR STREETS FUND	178,358.33	12,684.82	(27,117.73)	163,925.42		163,925.42	
203	LOCAL STREETS FUND	65,368.70	8,218.78	(17,498.20)	56,089.28		56,089.28	
208	RECREATION FUND	(235.30)	8,877.18	(6,923.74)	1,718.14		1,718.14	
210	AMBULANCE FUND	85,846.51	30,184.78	(31,891.34)	84,139.95		84,139.95	
245	MSHDA LOFT FUND	-	-	-	-		-	
248	DDA FUND	263,077.29	2,429.21	(5,058.42)	260,448.08		260,448.08	
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25	
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-	
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	600,244.01	-	-	600,244.01		600,244.01	
520	REFUSE SERVICE FUND	14,449.66	7,894.65	(12,410.67)	9,933.64		9,933.64	
582	ELECTRIC FUND	400,205.29	278,944.98	(156,820.14)	522,330.13	530,000.00	1,052,330.13	
590	WASTEWATER FUND	(153,513.28)	62,547.59	(25,775.77)	(116,741.46)		(116,741.46)	
591	WATER FUND	18,802.19	41,547.80	(18,759.95)	41,590.04	420,000.00	461,590.04	
661	MOTOR POOL FUND	4,902.13	26,583.22	(25,288.40)	6,196.95		6,196.95	
703	CURRENT TAX FUND	35,532.39	29,258.67	(29,034.03)	35,757.03		35,757.03	
TOTAL - ALL FUNDS		4,158,744.23	642,515.09	(485,084.67)	4,316,174.65	1,195,000.00	5,511,174.65	
						ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
						PERPETUAL CARE CD	130,000.00	130,000.00
						INCOME TAX SAVINGS	964,534.86	964,534.86
						ELECTRIC-PRIN & INT ESCROW	185,760.36	185,760.36
						WASTEWATER DEBT ESCROW	225,336.71	225,336.71
						WASTEWATER REPAIR ESCROW	30,779.85	30,779.85
						DDA-PRIN & INT ESCROW	501.77	501.77
							<u>7,618,088.20</u>	

*Customer Deposit Breakdown

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



PURCHASE ORDER

City of Portland

P.O. # 1170

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR RESCO

DATE: 2-28-18

582-539.775

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>1 - roll of</u>			<u>\$ 8070.-</u>
<u>Kenite 1/0 wire-</u>			
<u>3000' @ 2.69</u>			
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	

Treasurer Initials

Authorized by City Manager

(For Purchases over \$500 and less than \$5,000)

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

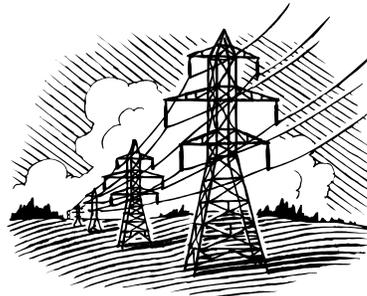
February 1, 2018
January 1-31, 2018

HYDRO GENERATION	156,600		
DIESEL PRODUCTION	0		
Kwh Purchased	3,251,739	Amount Paid	\$ 182,173.34
Total Kwh Purchased	3,408,339	Total Dollars Paid	\$ 182,173.34

Kwh Billed		Dollars Billed	
Residential	1,774,337	PCA Billed	\$ 43,348.63
Commercial	799,494	Residential	\$ 183,359.35
Large General	825,440	Residential EO Charge	\$ 3,046.01
City St. Lites Metered	33,540	Geothermal Discount	\$ (238.43)
St. Lites Unmetered		Commercial	\$ 84,374.14
Rental Lights		Commercial/LG EO Charge	\$ 2,417.08
Demand	2,285	Large General	\$ 56,732.83
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,828.28
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	3,435,096	Rental Lights	\$ 253.24
		Demand	\$ 13,422.31
Arrears after billing	\$ 14,751.68	Tax	\$ 14,615.96
Penalties Added	\$ 1,711.47		
Arrears end of month	\$ 35,380.47	Total Dollars Billed	\$ 405,720.85
Fuel Cost Billed	\$ 33,022.33		
Amount Collected	\$ 325,898.61	Power Cost Adj.	.01275
Total Adjustments	\$ 25,205.69		

Residential Customers	2,235
Commercial Customers	326
Large General	15
Total Customers	2,576

02/02/18



CITY OF PORTLAND
February-18

WATER DEPARTMENT REPORT

MONTH	Jan-18	PERIOD COVERED	January 1-31, 2018
Customers Billed		Penalties Added	\$ 302.88
City	1,827	Dollars Collected	\$ 44,873.97
Rural	24	Arrears at end of Month	\$ 4,575.97
Total Customers	1,851	Adjustments	\$ 32.07
		Gallons Pumped	8,167,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	9,125,491		\$ 49,156.15
Rural	159,504		\$ 1,664.45
Total	<u>9,284,995</u>		<u>\$ 50,820.60</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,789	Dollars Billed	\$77,705.10
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 77,705.10

Penalties Added	\$ 487.76
Dollars Collected	\$ 67,388.10
Arrears at end of Month	\$ 7,374.26
Adjustments	\$ (537.79)
Gallons Treated per Million	11.50



City Of Portland
Water Department
Monthly Water Report
March 2018

Monthly Water Production

Daily Water Production

Well #4 3,405,000 Gallons
Well #5 0 Gallons
Well #6 4,619,000 Gallons
Well #7 67,000 Gallons

Well #4 121,607 Gallons
Well #5 0 Gallons
Well #6 164,964 Gallons
Well #7 2,393 Gallons

Daily Average Water Production for All Wells

288,964 Gallons

Total Water Production for the Month

8,091,000 Gallons

Total Water Production for the Previous Month

8,167,000 Gallons

Total Production decreased by

76,000 Gallons

Total Production for This Month from the Previous Year

7,535,000 Gallons

Total Production increased by

556,000 Gallons

Rodney D. Smith Jr.
Water Technician

IONIA COUNTY BOARD OF COMMISSIONERS

**February 27, 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 January 2018 - \$1,161,613.32
 - D. Approve payment of Health Fund bills - \$94,235.03
 - E.
- VIII. Unfinished Business**
 - A. Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services
Emergency Coordinator and Assistant Coordinator Appointments
 - B.
- IX. New Business**
 - A. Adult Drug Treatment Court - FY2018 Contract with ClearWater Counseling & Wellness, LLC
 - B. Request from Health Department for approval of out-of-state travel
 - C. Budget Amendments
 - 1. Establish FY2018 Swift & Sure Grant Budget
 - 2. Establish FY2018 Drug Court Grant Budget
 - 3. Establish Mid-West Michigan Trail Authority 2018 Budget
 - D.
- 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.

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

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

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

- *Area Agency on Aging of Western Michigan Advisory Council* – One three-year term.
- *Commission on Aging Board* – Three three-year terms.
- *Land Bank Authority* – Two three-year terms.