



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

7:00 P.M. Monday, March 19, 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>	
7:05 PM	<ul style="list-style-type: none"> A. Michigan Natural Resources Trust Fund Grant Application for William Toan Park Improvements B. General Comment Period (5-minute time limit per speaker) 	
	V. <u>City Manager Report</u>	
7:10 PM	VI. <u>Presentations</u>	
7:15 PM	<ul style="list-style-type: none"> A. Commander Bill Almy of the VFW – Recognition of Paramedic and Firefighter of the Year 	
7:20 PM	<ul style="list-style-type: none"> B. Proclamation Honoring Mike Kapcia 	
7:25 PM	<ul style="list-style-type: none"> C. Portland Public Schools Superintendent Will Heath – Bond Proposal 	
7:30 PM	<ul style="list-style-type: none"> D. Portland Area Fire Authority – Truck Purchase 	
	<ul style="list-style-type: none"> E. Patrick Devon and Amy Deleeuw of the Michigan Public Power Agency – VGP Program 	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> – None	
	IX. <u>New Business</u>	
7:35 PM	<ul style="list-style-type: none"> A. First Reading of Ordinance 101K to Amend Chapter 40 of the Code of Ordinances of the City of Portland, Michigan, to Provide Rates for Renewable Energy Purchases 	Decision
7:40 PM	<ul style="list-style-type: none"> B. Proposed Resolution 18-16 Approving the Adoption of the Voluntary Green Pricing (VGP) Program for the City of Portland Contingent Upon the Approval of the Board of Light and Power 	Decision
7:43 PM	<ul style="list-style-type: none"> C. Proposed Resolution 18-17 Approving a Revision to the Power Cost Adjustment (PCA) Formula for the City of Portland Contingent Upon Approval of the Board of Light and Power 	Decision
7:45 PM	<ul style="list-style-type: none"> D. Proposed Resolution 18-18 for Submission of a MDNR MNRTF Grant Application 	Decision
7:50 PM	<ul style="list-style-type: none"> E. Proposed Resolution 18-19 Approving, Authorizing, and Directing the City Manager to Sign a Contract with AT&T for Telephone Service 	Decision

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:53 PM	F. Proposed Resolution 18-20 Approving Michigan Pavement Markings LLC's Bid for 2018 Street Painting	Decision
7:55 PM	G. Proposed Resolution 18-21 Approving Participation in the State Bid Process for Winter Road Sale 2018-2019	Decision
7:58 PM	<p>X. <u>Consent Agenda</u></p> <p>A. Minutes & Synopsis from the Regular City Council Meeting held on March 5, 2018</p> <p>B. Payment of Invoices in the Amount of \$74,628.09 and Payroll in the Amount of \$112,332.67 for a Total of \$186,960.76</p> <p>C. Purchase Orders over \$5,000.00 – None</p> <p>XI. <u>Communications</u></p> <p>A. Planning Commission Minutes for January 10, 2018</p> <p>B. Wastewater Treatment Plant Report for February 2018</p> <p>C. Ionia County Board of Commissioners Agenda for March 13, 2018</p> <p>D. Ionia County Board of Commissioners Agenda for March 20, 2018</p>	Decision
8:00 PM	XII. <u>Other Business</u> - None	
8:05 PM	XIII. <u>City Manager Comments</u>	
8:10 PM	XIV. <u>Council Comments</u>	
8:15 PM	XV. <u>Adjournment</u>	Decision



PROCLAMATION HONORING MICHAEL KAPCIA

WHEREAS, the Portland Electric Department employs a unique class of employees that are responsible for building and maintaining the distribution lines that bring electricity to customers' homes and businesses, constantly devoting themselves to their duty; and

WHEREAS, Michael Kapcia is being honored on the occasion of his retirement from the Portland Electric Department after over 26 years of service to the City of Portland; and

WHEREAS, the City of Portland wishes to recognize Mr. Kapcia for his distinguished career that started with the Wastewater Treatment Plant on November 6, 1991; and

WHEREAS, Mr. Kapcia transferred to the Electric Department in 1999; and

WHEREAS, Mr. Kapcia has been extremely valuable to the Electric Department and the Portland community by working any and all shifts, including holidays and weekends to protect the public welfare by restoring power to the Portland residents, as well as other communities in times of need; and

WHEREAS, as a Lineman for the Electric Department and throughout his career, Mr. Kapcia's efforts were instrumental in the installation of underground utilities in the City of Portland which will serve the residents of Portland for generations to come; and

WHEREAS, the Mayor and City Council are honored to have this opportunity to recognize the personal commitment and public service of Mr. Michael Kapcia; and

NOW THEREFORE BE IT PROCLAIMED BY THE MAYOR AND PORTLAND CITY COUNCIL THAT Mr. Michael Kapcia is commended for his outstanding public contributions and exemplary dedication to the residents of Portland.

FURTHER, he is wished much happiness and success in his future endeavors.

BY ORDER OF THE CITY COUNCIL

James E. Barnes, Mayor

Joel VanSlambrouck,
Mayor Pro-Tem

Patrick Fitzsimmons

Robert Baldyga

Amanda Johnston

Monique I. Miller, City Clerk

March 19, 2018

SEAL

**CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan**

Council member _____, supported by Council member _____, moved the adoption of the following ordinance:

ORDINANCE NO. 101K

AN ORDINANCE TO AMEND CHAPTER 40 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND, MICHIGAN, TO PROVIDE RATES FOR RENEWABLE ENERGY PURCHASES

The City of Portland Ordains:

Section 1. Amendment. Chapter 40, "Utilities," Article IV, "Electrical System," Sections 40-220 through 40-226, of the Code of Ordinances of the City of Portland, Michigan, are amended to read as follows:

Sec. 40-220. Schedule "PCA"; Power Cost Adjustment.

Each month the amount charged for electric energy sold by the city shall be increased or decreased in accordance with the following formula:

$$PCA = \left(\left(\text{Cost} + \text{or} - \text{Cor} \right) / \text{kWh P} - \$0.06200 \right) / (1 - L)$$

Where:

PCA = The billing adjustment applied to kWh sales expressed as \$ 0.00000 per kWh.

Cost = The total of Normalized Wholesale Purchased Power Supply Cost and related City Generation Expenses for the most previous three (3) months.

Cor = A correction dollar amount equal to any over or under-recovery of Cost, as defined above, for prior periods.

kWh P = Total of the kWh purchased and generated for the most previous three (3) months.

L = System losses for the most previous month.

Sec. 40-221. Rate Schedule REP; Renewable Energy Purchases.

(a) *Availability*: This is an option available to all customers served by the City on a first-come first-served basis to the extent renewable energy is available. Customers may purchase, subject to the approval of the City, for no less than 12 months, either 10% or 25% of monthly usage.

(b) *Applicability*: This rate is applicable to metered and net-metered energy sales.

(c) *Monthly Rate*: The charge, in addition to the charges of the applicable rate, for all renewable energy is \$0.01 per kWh per month.

Sec. 40-222. Effective date of rates.

(a) The rates as set forth herein, with the exception of the rates associated with Section 40-220, Schedule "PCA"; Power Cost Adjustment and, Section 40-221, Rate Schedule REP; Renewable Energy Purchases, shall be effective for all electrical energy usage after January 2009 billing and shall be billed, February 2009, notwithstanding that the ordinances may take effect before such date.

(b) The rates associated with Section 40-220, Schedule "PCA"; Power Cost Adjustment, and

Section 40-221, Rate Schedule REP; Renewable Energy Purchases, and shall be effective April __
_____, 2018.

Sec. 40-223. Billing and collecting.

The rates and charges herein provided shall be due and payable and shall be billed and collected as provided herein and as may be implemented by the City service rules and regulations.

Sec. 40-224. State Sales Tax.

Each rate herein is subject to the state sales tax which tax shall be added to the monthly bill and collected by the City at the time of payment of said bill. It shall not be necessary to show the tax as a separate item on the monthly utility bill.

Sec. 40-225. No free service.

No free service shall be furnished by the system to the City or to any person, firm or corporation, public or private, or to any public agency or instrumentality. Charges for services by the system shall be billed and collected monthly. Such charges shall become due at such times, not exceeding 25 days after the reading of the meter, as shall be established by resolution of the council. In the event that the charges for electricity furnished to any premises shall not be paid within 30 days after the due date thereof, then electric service to such premises shall be discontinued. Services so discontinued shall not be restored until all sums then due and owing, including penalties, shall be paid, plus a shut-off charge of \$2.50 and a turn-on charge of \$2.50. Charges against the City for street lighting and for other electricity furnished to it, shall be payable in monthly installments for the current funds of the City or from the proceeds of taxes which the city shall levy in an amount sufficient for that purpose.

Sec. 40-226. Rates; provisions.

The rate hereinbefore established is estimated to be sufficient to provide for the payment of the expenses of administration and operation of the system and such expenses for the maintenance thereof as may be necessary to preserve the same in good repair and working order; to provide for the payment of the interest upon and the principal of all bonds payable therefrom, as and when the same shall become due and payable, and for the creation of a reserve for the payment of said principal and interest as required in this article; and to building up a fund for major repairs and replacements to the system as provided in this article. Rates shall be fixed and revised from time to time by the council so as to produce the foregoing amounts, and the City covenants and agrees to maintain at all times such rates for services furnished by the system as shall be sufficient to provide for the foregoing.

Section 2. Effective Date. This ordinance shall take effect 10 days after its adoption or upon publication, whichever occurs later.

Yeas:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: April 2, 2018

James E. Barnes, Mayor

Monique I. Miller, City Clerk

CERTIFICATION

I certify that this is a true and complete copy of the ordinance adopted at a regular meeting of the Portland City Council held on _____, 2018.

Date: _____, 2018

Monique I. Miller, City Clerk

Introduced: March 19, 2018

Adopted: _____, 2018

Published: _____, 2018

Effective: _____, 2018

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-16

A RESOLUTION APPROVING THE ADOPTION OF THE VOLUNTARY GREEN PRICING (VGP) PROGRAM FOR THE CITY OF PORTLAND CONTINGENT UPON THE APPROVAL OF THE BOARD OF LIGHT AND POWER

WHEREAS, Public Act 342, Section 61 requires electric providers to offer its customers the opportunity to participate in a voluntary green pricing (VGP) program; and

WHEREAS, the VGP Program will allow customers to specify, from the options made available by the electric provider, the amount of electricity attributable to the customer that will be renewable energy; and

WHEREAS, the City Manager and Electric Superintendent recommend that City Council approve the adoption of the VGP Program, as required by Public Act, Section 61 and contingent upon the approval of the Board of Light and Power at its next regular meeting on March 20, 2018, a copy of a memo from the Electric Superintendent is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. City Council approves the adoption of the VGP Program, as required by Public Act, Section 61 and contingent upon the approval of the Board of Light and Power at its next regular meeting on March 20, 2018, a copy of a memo from the Electric Superintendent 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 19, 2018

Monique I. Miller, City Clerk

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

Mar 12th, 2018

Re: VGP Program

Light & Power Board
City Council
City Manager

Attached is a power point regarding a Voluntary Green Pricing Program (VGP) and Requirments. The State of Michigan passed PA-342, Section 61 requires electric providers to offer to its customers the opportunity to participate in a voluntary green pricing program.

Also, attached are the costs(.01 per kwh), time schedule(4-20-2018), Portland's position on renewable energy credits (RECs).

Portland has been working with a committee through the MPPA to come up with a plan to accomplish this, along with other municipal electric providers.

Portland uses an ordinance to cover costs/rate schedule. This needs to be changed to be in compliance with the ordinance. There is a process for this.

Attached is our ordinance, along with the suggested changes that need to be made in blue. This comes from Utility Consultants that works for Portland.

Along with this is also a recommended change in the ordinance, to make a change in the Power Cost Adjustment Factor (PCA) to retain some monies due to the end of Belle River's debt service.

The VGP program needs to be done on Monday the 19th, 2018 City Council Meeting in order to meet the deadline of April 20th, 2018. The PCA should be done the same time so we won't duplicate the process. These should be subject to approval by the Light & Power Board's Tuesday meeting on March 20th.

Respectfully submitted,

Jon M. Hyland

Voluntary Green Pricing (VGP) Program Update

February 28, 2018

VGP Program Update Agenda

- VGP Program Requirements
- MPPA VGP Program Development
- VGP Member Data Request
- VGP Program Timeline

VGP Program Requirements

- PA 342 – Section 61 requires electric providers to offer to its customers the opportunity to participate in a voluntary green pricing program
- The customer may specify, from the options made available by the electric provider, the amount of electricity attributable to the customer that will be renewable energy.
- Municipal Utilities must make VGP program available for their customers no later than April 20, 2018.

VGP Program Development

- MPPA VGP Program Webpage (Optional)
 - Description of VGP Program
 - Customer sign-up form (including VGP Program Rate & selection of participation %)
 - MPPA will provide link for utilities to list on their website
- MPPA VGP Program Tracking Database
 - Database of VGP Program customers + monthly kWh usage

VGP Member Data Request

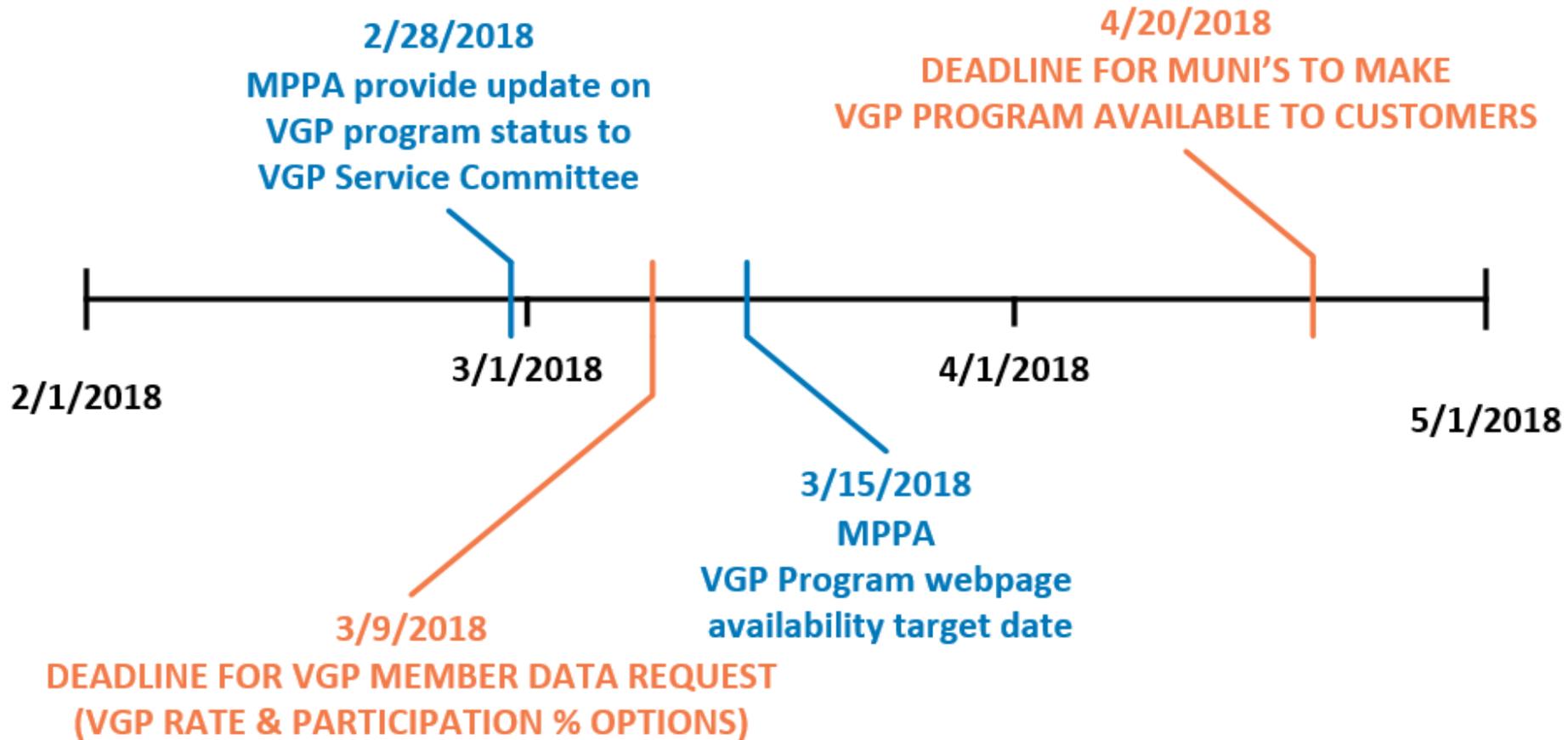
- MPPA requires the following data from each VGP Member:
 - VGP Program Rate
 - Customer Participation % Election Options
 - i.e. does your utility want to offer participation levels of 25%, 50%, 75%, 100%
 - Any participation level 50% or greater requires the member to remove the Renewable Energy surcharge from the participant’s monthly energy bill

- Sample of VGP Member Data Request:

Energy Provider Name	MPPA			
VGP Program Rate	\$0.01 per kWh			
Customer Participation % Options	25%	50%	75%	100%

- Deadline for VGP Member Data Request = 3/9/18

VGP Program Timeline



Questions?

VGP Initial Utility Data Request

Instructions:
 Update Orange cells below with values for your utility VGP Program
 Save file with your utility values & email to pdevon@mpower.org

Energy Provider Full Name City of Portland, Board of Light & Power

Residential Customers

Participation % Options	10%	25%	50%	75%	100%
	yes	yes	no	no	no

VGP Rate \$ 0.01 per kWh

Commercial Customers

Participation % Options	10%	25%	50%	75%	100%
	yes	yes	no	no	no

VGP Rate \$ 0.010 per kWh

Large Commercial Customers

Participation % Options	10%	25%	50%	75%	100%
	yes	yes	no	no	no

VGP Rate \$ 0.01 per kWh

PORTLAND REC POSITION SUMMARY 2017-2029						
YEAR	EXPECTED ANNUAL BEGINNING REC BALANCE	ANNUAL RECs GENERATED	REC REQUIREMENT	LONG / (SHORT)	VGP Program Customer Usage MWH covered by excess RECs	
2017	7,072	3,235	3,540	6,767	6,767	use carry-over RECs
2018	6,767	3,236	3,540	6,463	6,463	use carry-over RECs
2019	6,463	6,858	4,487	2,371	2,371	
2020	8,834	6,862	4,580	2,282	2,282	
2021	11,116	6,858	5,579	1,279	1,279	
2022	12,395	6,858	5,612	1,246	1,246	
2023	13,641	6,858	5,647	1,211	1,211	
2024	14,852	6,872	5,681	1,191	1,191	
2025	16,043	6,723	5,713	1,010	1,010	
2026	17,053	6,588	5,743	845	845	
2027	17,898	6,069	5,773	296	296	
2028	18,194	5,734	5,800	(66)	(66)	
2029	18,128	5,723	5,827	(104)	(104)	

* Please note that this REC position summary is based on forecast with Pegasus Wind Project & LFG roll-off

Chapter 40

UTILITIES*

* **Charter References:** Power of city to establish waterworks and water treatment plants and storm sewers, § 2.1(e)(2); general powers respecting utilities, § 12.1 et seq.

State Law References: Ownership and operation of water supply or sewage disposal facility by city, Mich. Const. 1963, art. 7, § 24; local authority to provide and regulate sewer and water service, MCL 324.4301 et seq.; water and sewer authorities, MCL 124.281 et seq.

Article I. In General

Secs. 40-1--40-18. Reserved.

Article II. Water

Division 1. Generally

Sec. 40-19. Revenue bonds
Secs. 40-20--40-41. Reserved.

Division 2. Rates and Charges

Sec. 40-42. Water rates in the city.
Sec. 40-43. Rates; service outside the city.
Sec. 40-44. Turning off water by the city; lien on property.
Sec. 40-45. Rate discount; senior citizens.
Sec. 40-46. Tapping water mains.
Sec. 40-47. Drilling wells.
Sec. 40-48. Fixing and revising rates.
Secs. 40-49--40-69. Reserved.

Division 3. Cross Connections

Sec. 40-70. Adoption of cross connection rules.
Sec. 40-71. Definitions.
Sec. 40-72. Inspections.
Sec. 40-73. Right to enter property; owner to furnish information.
Sec. 40-74. Discontinuance of water service.
Sec. 40-75. Potable water supply.
Sec. 40-76. Effect on state plumbing code.
Secs. 40-77--40-95. Reserved.

Article III. Sewers

Division 1. Generally

Secs. 40-96--40-118. Reserved.

Division 2. Sewer Use Regulations

Sec. 40-119. General requirements.
Sec. 40-120. Abbreviations.
Sec. 40-121. Definitions.
Sec. 40-122. General discharge prohibitions.
Sec. 40-123. Pretreatment requirements.
Sec. 40-124. Dilution prohibition.
Sec. 40-125. Spill prevention and slug control plans.
Sec. 40-126. Notification of harmful discharge.

Sec. 40-127. Employee training.
Sec. 40-128. Records.
Sec. 40-129. Analytical requirements.
Sec. 40-130. Confidential information.
Sec. 40-131. Right of entry.
Sec. 40-132. Wastewater discharge permit requirements; connection permit required.
Sec. 40-133. Industrial user discharge survey.
Sec. 40-134. Industrial discharge permit.
Sec. 40-135. Industrial user permit duration.
Sec. 40-136. Industrial user permit modifications.
Sec. 40-137. Industrial user permit transfer.
Sec. 40-138. Industrial user monitoring.
Sec. 40-139. Industrial user bypassing.
Sec. 40-140. Industrial user upset provisions.
Sec. 40-141. Industrial user discharge permit application.
Sec. 40-142. Industrial user reporting requirements; significant dischargers baseline report.
Sec. 40-143. Categorical industry compliance report.
Sec. 40-144. Categorical industry periodic compliance reports.
Sec. 40-145. Hazardous waste notification report.
Sec. 40-146. Monitoring and analysis in support of self-monitoring requirements.
Sec. 40-147. Connections and installations.
Sec. 40-148. When required.
Sec. 40-149. Premises occupied prior to sewer availability.
Sec. 40-150. Septic tanks.
Sec. 40-151. Costs and expenses.
Sec. 40-152. Independent building sewer.
Sec. 40-153. Connections, inspections and materials.
Sec. 40-154. Fees.
Sec. 40-155. Deposits.
Sec. 40-156. Connection fee.
Sec. 40-157. Debt service/capacity charge.
Sec. 40-158. Sewer lateral stub fee.
Sec. 40-159. Permit application and inspection fees.
Sec. 40-160. Industrial Pretreatment Program (IPP) setup and operation fees.
Sec. 40-161. Other industrial pretreatment program fees.
Sec. 40-162. Administrative enforcement remedies.
Sec. 40-163. Judicial remedies.
Sec. 40-164. Supplemental enforcement remedies.
Sec. 40-165. Exhibit A, residential equivalent units.
Secs. 40-166--40-183. Reserved.

Division 3. Rates and Charges

Sec. 40-184. Schedule of rates and charges.
Sec. 40-185. Manner of payment.
Sec. 40-186. Delinquent payment for services; other remedies.
Secs. 40-187--40-210. Reserved.

Article IV. Electrical System

Sec. 40-211. Definitions
Sec. 40-212. Supervision by City Manager
Sec. 40-213. Metered monthly charges
Sec. 40-214. Rate schedule 1; Residential Service "RS"
Sec. 40-215. Rate schedule 2; General Service "GS"
Sec. 40-216. Rate schedule 3; Large General Service "LGS"
Sec. 40-217. Rate schedule 4; Customer Generation / Net Metering "CGNM"
Sec. 40-218. Rate schedule 5; security lighting "SL"
Sec. 40-219. Schedules; City Street Lighting "CSL"
Sec. 40-220. Schedule "PCA;" Power Cost Adjustment
Sec. 40-221. Effective date of rates
Sec. 40-222. Billing and collecting
Sec. 40-223. State sales tax

Sec. 40-224. No free service
Sec. 40-225. Rates; provisions

ARTICLE IV.
ELECTRICAL SYSTEM

Sec. 40-211. Definitions.

The following words, terms and phrases, when used in this article or in the mortgage bonds to be issued hereunder, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Electric light system means and includes all plants, works, instrumentalities and properties (as the same shall from time to time exist) used or useful in connection with the generating of electricity and/or the distribution of the same, by the city.

Geothermal Discount is the reduction of the energy charge provided to residential customers that use a system that pumps heat to and from the ground.

Net revenues means the revenues of said electric light system after deducting the reasonable expenses of administration, operation and maintenance thereof.

Project means the improvements, enlargements and extensions to be acquired pursuant to this article.

Revenues means all the income derived from charges made for the services, facilities and commodities furnished by said electric light system.

System means the electric light system of the city.

Trustee means the corporation from time to time acting as trustee under the mortgage securing the bonds herein authorized.
(Code 1972, § 30.701; Ord. No. 62, § 1, eff. 6-8-1949)

Sec. 40-212. Supervision by city manager.

The operation, maintenance and management of the system shall be under the supervision of the city manager, subject to such powers and control in relation thereto as are lodged in the council by the city Charter.
(Code 1972, § 30.709; Ord. No. 62, § 9, eff. 6-8-1949)

Sec. 40-213. Metered monthly charges.

Except as otherwise provided herein, electricity for each type of service to be furnished by the electrical system of the city to each premises, shall be measured by a meter installed and controlled by the city. Charges for electricity to each premises for each monthly period for the several types of services shall be as set forth in sections 40-214--40-219.
(Code 1972, § 30.710)

Sec. 40-214. Rate schedule 1; Residential Service.

(a) *Availability.*

The residential service rate shall be available in all territory served by the city, in accordance with the city's service rules and regulations.

(b) *Applicability.*

This rate shall be applicable only for residential use and for use incidental thereto supplied through one meter to each individual dwelling unit. The capacity of individual motors served under this schedule shall not exceed ten horsepower.

(c) *Type of service.* The type of service shall be single-phase, 60 hertz, at 120/240 nominal volts.

(d) *Monthly rate.* The monthly rate shall be as follows:

Customer Charge:	@	\$3.85	per month
First 600 kWh or less	@	\$0.1020	per kWh
Over 600 kWh	@	\$0.0930	per kWh
Geothermal Discount:	@	\$0.0130	per kWh *

* Applies to usage between 601 kWh and 1,600 kWh, inclusive, during November - April

(e) *Energy Optimization Cost Recovery Charge:*

All kWh	@	\$0.00132	per kWh
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(f) *Monthly minimum.* The minimum monthly charge is \$3.85.

(g) *Power cost adjustment.* The above rate shall be increased or decreased subject to the provisions of the city's power cost adjustment schedule PCA.

(h) *Terms of payment.* The bill is due upon receipt and payable by the 20th of the month following the date of mailing. After the 20th of each month the bill is delinquent. A delayed payment charge of five percent of the total net bill shall be added to delinquent bills.

Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101E, eff. 12-21-09

Sec. 40-215. Rate schedule 2; General Service "GS."

(a) *Availability.*

The general service rate shall be available in all territory served by the city in accordance with the city's service rules and regulations.

(b) *Applicability.*

This rate shall be applicable to all electric service where the load requirements can be met by transformers having a capacity not to exceed 150 KVA. Service under this schedule shall be of standard secondary voltage, delivered at one point and through one meter. Applicable to primary voltage service provided the customer furnishes all necessary transforming equipment. This schedule shall not be available for emergency or standby service. Applicability of this schedule to city accounts shall be at the discretion of the city.

(c) *Type of service.*

The type of service shall be single-phase or multiphase, 60 hertz, at standard voltage.

(d) *Monthly rate.* The monthly rate shall be as follows:

Customer Charge:	@	\$ 10.00	per month
First 300 kWh or less	@	\$ 0.1250	per kWh
Next 700 kWh	@	\$ 0.1150	per kWh
Next 1,000 kWh	@	\$ 0.1050	per kWh
Over 2,000 kWh	@	\$ 0.0950	per kWh

(e) *Energy Optimization Cost Recovery Charge:*

The Energy Optimization Cost Recovery Charge is \$ 4.25 per meter per month.

(f) *Monthly minimum.* The minimum monthly charge is \$10.00 PLUS the Energy Optimization Cost Recovery Charge.

(g) *Primary service.* A discount of two and two-tenths percent (2.2 %) shall be applied to the charges in this schedule when primary metering is used.

(h) *Power cost adjustment.* The above rates shall be increased or decreased subject to the provisions of the city's power cost adjustment schedule PCA.

(i) *Terms of payment.* The bill is due upon receipt and payable by the 20th of the month following the date of mailing. After the 20th of each month the bill is delinquent. A delayed payment charge of five percent of the total net bill shall be added to delinquent bills.

(Code 1972, § 30.710.2; Ord. No. 62, § 10.2, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101E, eff. 12-21-09)

Sec. 40-216. Rate schedule 3; Large General Service "LGS."

(a) *Availability.*

The large general service rate shall be available in all territory served by the city, in accordance with the city's service rules and regulations.

(b) *Applicability:*

This rate shall be applicable to all electric service where the load requirements make necessary transformers having a capacity in excess of 150 KVA. This schedule shall not be available for emergency or standby service, nor for resale service. Applicability of this schedule to city accounts shall be at the discretion of the city.

(c) *Type of service.* The type of service shall be multiphase, 60 hertz, at standard voltage.

(d) *Monthly rate.* The monthly rate shall be as follows:

Customer Charge:	@	\$17.50	per month
Demand Charge:			
All kW of Billing Demand	@	\$ 5.90	per kW
Energy Charge:			
First 200 kWh per kW	@	\$0.0770	per kWh
Over 200 kWh per kW	@	\$0.0630	per kWh

(e) *Energy Optimization Cost Recovery Charge:*

The Energy Optimization Cost Recovery Charge for secondary service is \$ 4.25 per meter per month. The Energy Optimization Cost Recovery Charge for primary service is \$ 16.35 per meter per month.

(f) *Monthly minimum.* The monthly minimum shall be the highest of the following:

- (1) Contract minimum PLUS the amount of the applicable Energy Optimization Cost Recovery Charge; and
- (2) \$1.00 per KVA of transformer capacity PLUS the amount of the applicable Energy Optimization Cost Recovery Charge; and
- (3) Demand charge PLUS the amount of the applicable Energy Optimization Cost Recovery Charge.

(g) *Primary metering.* A discount of two and two-tenths percent (2.2 %) shall be applied to the charges in this schedule when primary metering is used.

(h) *Billing demand.* The billing demand shall be based on the highest 15-minute KW measurements during the current month and the preceding 11 months. The billing demand shall be the greater of:

- (1) One hundred percent of the current actual demand; or
- (2) Sixty percent of highest demand occurring in the preceding 11 months.

(i) *Power factor adjustment.* The customer agrees to maintain unity power factor as nearly as practicable. Where the average power factor of a customer's load is less than 0.800 lagging, the city may require the customer to install, at customer's expense, equipment to correct the power factor; or, the demand charge will be increased by the ratio that 0.800 bears to the customer's average power factor during the billing period.

(j) *Power cost adjustment.* The above rates shall be increased or decreased subject to the provisions of the city's power cost adjustment schedule PCA.

(k) *Terms of payment.*

The bill is due upon receipt and payable by the 20th of the month following the date of mailing. After the 20th of each month the bill is delinquent. A delayed payment charge of five percent of the total net bill shall be added to delinquent bills.

(Code 1972, § 30.710.3; Ord. No. 62, § 10.3, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101E, eff. 12-21-09)

Sec. 40-217. Rate schedule REP; Renewable Energy Purchases

(a) *Availability:*

This is an option available to all customers served by the city on a first-come first-served basis to the extent renewable energy is available. Customers may purchase, for the 12-month period following a selection, either 10% or 25% of the monthly usage, subject to approval by the City.

(b) *Applicability:*

This rate is applicable to metered and net-metered energy sales.

(c) *Monthly Rate:*

The charge, in addition to the charges of the applicable rate, for all renewable energy is \$0.01 per kWh per month.

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Sec. 40-2187. Rate schedule 4; Customer Generation / Net Metering "CGNM"

(a) *Availability:*

This rate is available to city accounts at the discretion of the City on a first-come / first-serve basis to City-served electric customers who install and operate renewable electric generating equipment to off-set all or a portion of their load. Such generation is limited to 1% of the City's single-hour peak load of the previous 12 months.

(b) *Applicability:*

This rate is applicable in conjunction with electrical service provided under the City's other standard electric rate schedules to customers that (1) generate a portion of all of their own retail electric service requirements using renewable electric generation equipment, and (2) enter into a "Net Metering Agreement" with the City.

(c) *Monthly Rate:*

Customer Charge: @ \$20.00 per month

PLUS:

The customer shall pay monthly in accordance with the City's standard applicable rate for usage where the net flow of electricity is from the City to the customer. Where, for a given billing period, the net flow of usage is from the customer to the City, resulting from excess generation, the customer shall be credited an amount equal to the amount of excess energy taken by the City times the average cost of wholesale purchased power supply cost during the month in which the excess generation occurred.

(e) *Metering:*

Usage, the net flow of electricity from the City to the customer or excess generation, the net flow of electricity from the customer to the City, will be measured with equipment capable of either reverse registration or a meter with separate registers measuring the flow of electricity in both directions. Metering equipment cost in excess of the metering equipment cost for measuring the usage of non-generating customers served and billed under the same retail rate schedule shall be paid by the customer.

(f) *Other Provisions:*

All other provisions included in the standard applicable rate schedule shall apply.

Sec. 40-2198. Rate Schedule 5; Security Lighting "SL."

(a) *Availability.*

This rate is available to any customer served by the city for dusk to dawn lighting of customer's premises. All lights will be furnished and maintained by the city and will be installed from existing or new poles at locations accessible to the city's construction and maintenance equipment.

(b) *Monthly rate.*

For each lamp with luminaire and an upswep mast arm or other necessary brackets, controlled by photoelectric relay, where service is supplied from an existing wooden pole.

Mercury Vapor

175 - Watt	@	\$ 6.35
400 - Watt	@	\$ 12.70

High Pressure Sodium

100 - Watt	@	\$ 6.35
150 - Watt	@	\$ 7.35

250 - Watt	@	\$ 12.70
400 - Watt	@	\$ 14.15
1,000 - Watt	@	\$ 27.30
<i>Metal Halide</i>		
100 - Watt	@	\$ 6.65
175 - Watt	@	\$ 8.25
250 - Watt	@	\$ 13.25
400 - Watt	@	\$ 14.50
1,000 - Watt	@	\$ 27.30
1,500 - Watt	@	\$ 32.50

The charges above include facilities to be determined by the city.

(c) *Additional facilities charge.*

In the event facilities in addition to the basic facilities provided by the city and included in the above charges are required to provide requested service, the city will add a monthly facilities charge to the monthly rates stated above. Additional facilities may include additional poles or variations of types of poles and/or fixtures. The additional monthly facilities charge shall be equal to 0.015 times the total cost of the facilities including installation that exceed the cost of the basic facilities included in the above stated rates. In lieu of the additional monthly facilities charge, a customer may elect to pay an up-front nonrefundable contribution-in-aid-of-construction equal to the additional cost of the facilities including installation that exceed the cost of the basic facilities included in the above stated rates.

(d) *Terms of payment.*

The bill is due upon receipt and payable within 15 days following the date of mailing. After 15 days from the date of mailing the bill becomes delinquent. A delayed payment charge of five percent of the total net bill shall be added to delinquent bills.

(e) *Service contract.*

(1) A written service agreement shall be entered into for a term determined as follows:

- a. One year, if additional facilities are not required; or
- b. Five years, if additional facilities are required.

(2) The city may, at its discretion, waive the one-year term requirement for service where additional facilities are not required.

(3) In the event a customer discontinues service before the end of the agreement term, an abandonment penalty will immediately become due and payable. The abandonment penalty will be equal to any remaining balance of the total cost of the lighting facilities less any amount collected during the term of the agreement via the additional facilities charge.

(Code 1972, § 30.710.4; Ord. No. 62, § 10.4, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101-F, eff. 12-2-1996; Ord. No. 101E, eff. 12-21-09)

Sec. 40-22019. Schedules; City Street Lighting "CSL."

(a) *Availability.*

This rate shall be available only to the city for street lighting and city owned parking lot lighting.

(b) *Monthly rate.*

Energy Charge:

All kWh @ \$0.083 per KWH

(c) *Hours of lighting.*

All lamps shall burn from approximately one-half hour after sunset until approximately one-half hour before sunrise, every night and all night, or approximately 4,000 hours per year.

(d) *Ownership of equipment.*

All equipment necessary for service including fixtures, controls, poles, transformers, secondary equipment, lamps, and the appurtenances shall be owned and maintained by the city. All service and necessary maintenance will be performed only during the regularly scheduled working hours of the city.

(Code 1972, § 30.710.5; Ord. No. 62, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101E, eff. 12-21-09)

Sec. 40-2210. Schedule "PCA"; Power Cost Adjustment

Each month the amount charged for electric energy sold by the city shall be increased or decreased in accordance with the following formula:

$$PCA = (((\text{Cost} + \text{or} - \text{Cor}) / \text{kWh P}) - \$0.06200795) / (1 - L)$$

Where:

PCA = The billing adjustment applied to kWh sales expressed as \$ 0.00000 per kWh.

Cost = The total of Normalized Wholesale Purchased Power Supply Cost and related City Generation Expenses for the most previous three (3) months.

Cor = A correction dollar amount equal to any over or under-recovery of Cost, as defined above, for prior periods.

kWh P = Total of the kWh purchased and generated for the most previous three (3) months.

L = System losses for the most previous month.

(Code 1972, § 30.710.6; Ord. No. 62, § 10.6, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord.

No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 168, eff. 10-5-1987; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101E, eff. 4-13-1995; Ord. No. 101-G, eff. 4-10-1997; Ord. No. 101H, eff. 12-21-09)

Sec. 40-22~~21~~²⁴. Effective date of rates.

The rates as set forth herein, with the exception of Sec. 40-217 Rate schedule REP; Renewable Energy Purchases and Sec. 40-221. Schedule "PCA"; Power Cost Adjustment., shall be effective for all electrical energy usage after January 2009- billing and shall be billed, February 2009, notwithstanding that the ordinances may take effect before such date.

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Sec. 40-217 Rate schedule REP; Renewable Energy Purchases and Sec. 40-221. Schedule "PCA"; Power Cost Adjustment shall be effective on XX XX, 2018

(Code 1972, § 30.710A; Ord. No. 62, § 10A, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 8-5-1982; Ord. No. 101D, eff. 4-7-1988; Ord. No. 101E, eff. 12-21-09. Ord. No. 101F, eff xx-xx-2018)

Sec. 40-22~~32~~³². Billing and collecting.

The rates and charges herein provided shall be due and payable and shall be billed and collected as provided herein and as may be implemented by the city service rules and regulations.

(Code 1972, § 30.711; Ord. No. 62, § 11, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 9-2-1979; Ord. No. 101B, eff. 3-2-1980; Ord. No. 101C, eff. 21-21-09)

Sec. 40-22~~43~~⁴³. State Sales Tax.

Each rate herein is subject to the state sales tax which tax shall be added to the monthly bill and collected by the city at the time of payment of said bill. It shall not be necessary to show the tax as a separate item on the monthly utility bill.

(Code 1972, § 30.712; Ord. No. 62, § 12, eff. 6-8-1949; Ord. No. 101, eff. 2-8-1974; Ord. No. 101A, eff. 12-21-09)

Sec. 40-22~~54~~⁵⁴. No free service.

No free service shall be furnished by the system to the city or to any person, firm or corporation, public or private, or to any public agency or instrumentality. Charges for services by the system shall be billed and collected monthly. Such charges shall become due at such times, not exceeding 25 days after the reading of the meter, as shall be established by resolution of the council. In the event that the charges for electricity furnished to any premises shall not be paid within 30 days after the due date thereof, then electric service to such premises shall be discontinued. Services so discontinued shall not be restored until all sums then due and owing, including penalties, shall be paid, plus a shut-off charge of \$2.50 and a turn-on charge of \$2.50. Charges against the city for street lighting and for other electricity furnished to it, shall be payable in monthly installments for the current funds of the city or from the proceeds of taxes which the city shall levy in an amount sufficient for that purpose.

(Code 1972, § 30.713; Ord. No. 62, § 13, eff. 6-8-1949; Ord. No. 62 § 14, eff. 12-21-09)

Sec. 40-225. Rates; provisions.

The rate hereinbefore established is estimated to be sufficient to provide for the payment of the expenses of administration and operation of the system and such expenses for the maintenance thereof as may be necessary to preserve the same in good repair and working order; to provide for the payment of the interest upon and the principal of all bonds payable therefrom, as and when the same shall become due and payable, and for the creation of a reserve for the payment of said principal and interest as required in this article; and to building up a fund for major repairs and replacements to the system as provided in this article. Rates shall be fixed and revised from time to time by the council so as to produce the foregoing amounts, and the city covenants and agrees to maintain at all times such rates for services furnished by the system as shall be sufficient to provide for the foregoing.

(Code 1972, § 30.714; Ord. No. 62, § 14, eff. 6-8-1949; Ord. No. 62 § 15, eff. 12-21-09)

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-17

A RESOLUTION APPROVING A REVISION TO THE POWER COST ADJUSTMENT (PCA) FORMULA FOR THE CITY OF PORTLAND CONTINGENT UPON THE APPROVAL OF THE BOARD OF LIGHT AND POWER

WHEREAS, in calculating electric bills, the City is required to utilize various factors, including a power cost adjustment (PCA) formula that is provided in Section 40-220 of the Portland City Ordinances; and

WHEREAS, due to the recent elimination of the debt service related to Belle River Coal Plant, there is an opportunity reallocate approximately \$16,784.00 per month to the electric fund for future projects and goals, established by the Board of Light & Power and City Council, a copy of a memo from the Electric Superintendent is attached as Exhibit A; and

WHEREAS, the Electric Superintendent recommends that City Council approve the revision of the PCA Formula (Section 40-220) in order to reallocate the funds previously designated for the Belle River Coal Plant debt, upon the approval of the Board of Light and Power at its next regular meeting on March 20, 2018.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. City Council approves the revision of the PCA Formula (Section 40-220) in order to reallocate the funds previously designated for the Belle River Coal Plant debt, upon the approval of the Board of Light and Power at its next regular meeting on March 20, 2018.
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 19, 2018

Monique I. Miller, City Clerk

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

March 8th, 2018

Re: Power Cost Adjustment (PCA) change
Belle River Debt Service pay off

To: Light & Power Board

Beginning this past month we received our Belle River Coal Plant bill. This bill showed the Belle River debt service being paid off. This is has been around 30-40 yrs. of debt service.

The payoff showed a lower bill for Belle River of around \$16,784.00 per month. When this happens our PCA see's this and reduces the PCA factor on customers bills by the same amount and lowers the bills of the customers.

There is an opportunity here, to change the PCA formula to capture the \$16,784. per month. This will not change the customers bills then, nor is it a rate increase. Every thing should remain status quo. It gives us the opportunity to increase our fund and helps us to fund the improvements that have been outlined in our goal setting, plus money to start completing GRP Engineering's recommendations.

My recommendation to the Light & Power Board is to recommend to the City Council to complete the change for the PCA, to accomplish this.

Respectfully,

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. 18-18

A RESOLUTION FOR SUBMISSION OF A MDNR MNRTF GRANT APPLICATION

WHEREAS, a public comment session was held March 19, 2018 at the Portland City Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the submittal to the Michigan Department of Natural Resources grant application for development under the Michigan Natural Resources Trust Fund Grant Program (MNRTF), and

WHEREAS, the City of Portland supports the Department of Natural Resources' (DNR) submission of an application titled, "William Toan Park Improvements" to the Michigan Natural Resources Trust Fund for development of recreational facilities and uses at William Toan Park; and,

WHEREAS, the location of the proposed project is within the jurisdiction of the City of Portland and,

WHEREAS, the Portland Five Year Parks and Recreation Plan 2018-2022 identified the improvements at the William Toan Park as a priority,

WHEREAS, this initial resolution in support of the MNRTF submittal that was passed prior to April 1, 2018,

WHEREAS, the proposed project, if completed, will be a benefit to the community; and,

WHEREAS, the City of Portland has made a financial commitment and will provide the necessary the local match as identified in the grant application by October 1, 2018 with in the amount of a total of \$300,000.00 (50% match) in cash from the City General Fund, and,

NOW, THEREFORE BE IT RESOLVED the Portland City Council, hereby supports, re-affirms and approves the submission of a Michigan Natural Resources Trust Fund grant application for improvements to the William Toan Park, and,

NOW THEREFORE, BE IT RESOLVED that Portland City Council, after receiving public comment prior to April 1, 2018 hereby authorizes and re-affirms the submission of a Michigan Natural Resources Trust Fund Application for \$300,000.00 (grant request), and further resolves to make available its financial obligation amount of \$300,000.00 (50%) (local match) as outlined above for a total \$600,000.00 total project cost, during the 2018-2020 fiscal years.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 19, 2018

Monique I. Miller, City Clerk

CERTIFICATION

I, Monique I. Miller, City Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Portland City Council at a Regular Meeting thereof held on the 19th day of March, 2018

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-19

**A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE CITY
MANAGER TO SIGN A CONTRACT WITH AT&T FOR TELEPHONE
SERVICE**

WHEREAS, the City has 11 phone lines that it contracts services through AT&T; and

WHEREAS, City staff recommends that the City enter into a limited one-year contract with AT&T for \$55.00 per line for approximately \$7,260.00, a savings of approximately \$13,000.00 from the previous year, a copy of the contract is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes, and directs the City Manager to sign the proposed contract for local telephone service with AT&T, 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 19, 2018

Monique I. Miller, City Clerk



AT&T BUSINESS LOCAL CALLING
ILEC Confirmation Of Service Order
 Provided Pursuant to Standard Service Publication Rates and Terms

Customer	AT&T
City of Portland Street Address: 259 KENT ST City: Portland State/Province: MI Zip Code: 48875-1458 Country: USA	The applicable AT&T ILEC Service-Providing Affiliate
Customer Contact (for Notices)	AT&T Contact (for Notices)
Name: Mindy Tolan Title: Deputy Treasurer Street Address: City: State/Province: Zip Code: Country: Telephone: 517-647-2941 Fax: Email: Customer Account Number or Master Account Number: 517-647-7531 355 and 517-647-6926 131	Name: Jack Tylus Street Address: City: State/Province: Zip Code: Country: Telephone: Fax: Email: jt5824@att.com Sales/Branch Manager: Isaiah Bzoskie SCVP Name: Dino Perone Sales Strata: LED Sales Region: East With a copy (for Notices) to: AT&T Corp. One AT&T Way Bedminster, NJ 07921-0752 ATTN: Master Agreement Support Team Email: mast@att.com
AT&T Solution Provider or Representative Information (if applicable) <input type="checkbox"/>	
Name: Company Name: Agent Street Address: City: State: Zip Code: Telephone: Fax: Email: Agent Code	

Customer agrees to purchase the Service identified below in accordance with this Confirmation of Service Order ("CSO") subject to the following, which are incorporated by reference: (a) THE TERMS OF THE APPLICABLE STATE TARIFF, IF THE SERVICE IS OFFERED PURSUANT TO TARIFF; OR (b) THE AT&T BUSINESS SERVICES AGREEMENT (BSA) FOUND AT <http://www.corp.att.com/agreement/>. IF THE SERVICE IS NOT OFFERED PURSUANT TO TARIFF. "Service Publication" means a Tariff, Guidebook or Service Guide. The Service is not assignable or otherwise transferable, nor may it be assumed in any manner, unless otherwise required by law or regulation.

The terms and conditions provided in this CSO are provided herein for convenience only and do not supersede or modify any applicable Service Publication in any way. In the event a Service Publication term or condition is changed in any way, the following is hereby modified at the same time to reflect that change.

The applicable AT&T Service Publication(s) for each state are identified in Attachment A.

The Effective Date of this CSO is the date signed by the last party.

AT&T California currently provides billing and collections services to third parties, which may place charges that Customer authorizes on its bill. To the extent that AT&T California makes blocking of such charges available, Customer may block third-party charges from its bill at no cost.

Customer (by its authorized representative)	AT&T (by its authorized representative)
By:	By:
Printed or Typed Name: S. Tutt Gorman	Printed or Typed Name:
Title: City Manager	Title:
Date:	Date:



**AT&T BUSINESS LOCAL CALLING
ILEC Confirmation of Service Order**

1. SERVICE, SERVICE PROVIDER and SERVICE DESCRIPTION

1.1 Service and Service Provider

Business Package ("Service")	Service Providing Affiliate(s) and Service Publication(s), as applicable
AT&T Business Local Calling ("BLC")	Listed in Attachment A

1.2 Service Description - Available Line Option Package(s); Service Components

Identified for the Service in applicable Service Publication(s)

1.3 Eligible Billing Telephone Numbers (BTNs)

See Attachment B

2. TERM and EFFECTIVE DATES

Term	12 Months
Term Start Date	The next calendar day following initial implementation of Service in the applicable AT&T systems
Effective Date of Rates, Discounts and Billing	Per Billing Telephone Number ("BTN"), on the next calendar day immediately following implementation of applicable Line Option Package in the applicable AT&T systems
Automatic Term Extension of Pricing Schedule Term	Where permitted by applicable law, 2 successive 12 month periods, unless either party terminates the Automatic Term Extension by notifying the other party at least thirty (30) days prior to the expiration date of Initial Term or then-current Automatic Term Extension of the intention to non-renew. Where permitted by law, each party waives any right to receive notice prior to any such automatic extension.
Rates at End of Term or Following End of Automatic Term Extension Periods	Applicable Service Publication rates then in effect

3. RATES and INITIAL ORDER

- Monthly Recurring Charge (MRC)
- Non-Recurring Charge (NRC)

3.1. Monthly Rates - Rates in this section 3.1 are stabilized until the end of the Term.

Line Option Packages	MRC Per BLC Line
Unlimited A (Option A)	\$60.00
Unlimited B (Option B)	\$55.00*
*BLC Unlimited B Package pricing does not include Standalone Vertical Features as identified in the applicable Service Publication	

3.2. BLC Unlimited A and B (Standalone Vertical Features) - MRC

Each Standalone Vertical Feature* (as identified in the applicable Service Publication)	MRC
Per BLC line	As per applicable Service Publication
* if vertical feature is not part of Line Option Package	

**AT&T BUSINESS LOCAL CALLING
ILEC Confirmation of Service Order**

3.3 BLC Unlimited A and B NRC Waivers

Each Standalone Vertical Feature (as identified in the applicable Service Publication)	NRC
Per BLC line	All NRCs are waived, except any NRCs associated with Standalone Vertical Features added after the initial access line order, as per applicable Service Publication

3.4 Quantity Commitment

Number of BLC access lines subscribed to on the initial order associated with BTNs listed in Attachment B ("Quantity Commitment"):	11
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4. EARLY TERMINATION CHARGE

If Customer terminates the CSO before the expiration of the Term, Customer will pay the Early Termination Charge below, subject to the exceptions described herein.

Service Components	State(s)	Applicable Rate Applied for Calculation of Early Termination Charges
BLC access lines subject to Quantity Commitment	AR, CA, IN, KS, MO, NV, OH, OK, TX, WI, AL, FL, GA, KY, LA, MS, NC, SC, TN	\$15.00
	Illinois	\$6.50
	Michigan	\$9.50
<p align="center">Early Termination Charge = (Rate for Early Termination Charges) x (Initial Quantity Commitment) x (number of months remaining in Term)</p>		

The termination charges above may not apply if:

- (i) Customer concurrently converts to another AT&T access and local usage plan with a term equal to or greater than the time left on the Business Local Calling Plan.
- (ii) Customer concurrently converts to an upgraded technology with AT&T and commits to a term equal to or greater than the time remaining on the Business Local Calling term plan. It is at the Company's sole determination whether a product change satisfies the requirements for waiver of the termination liability under this clause.
- (iii) Customer terminates this agreement and executes a new Business Local Calling agreement with a term period greater than the time remaining on the existing Business Local Calling agreement. The new service agreement will be based on the term plan rates in effect at the time of establishing the new agreement.

5. GENERAL PROVISIONS

- Additional BLC access lines under a BLC account may be ordered during the Term.
- BLC access lines subscribed to under a Line Option Package may not be placed on Customer-initiated temporary suspension.

Attachments A and B follow

**AT&T BUSINESS LOCAL CALLING
ILEC Confirmation of Service Order**

ATTACHMENT A

AT&T ILEC SERVICE PROVIDING AFFILIATES and SERVICE PUBLICATION(S), AS APPLICABLE

Service Provider(s)	Service Publication(s) (incorporated by reference)	Service Publication Location(s)
AT&T Alabama	AT&T Alabama Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/al/product_line.htm
AT&T Arkansas	AT&T Arkansas Guidebook, including Part 4, Sec. 5	http://cpr.att.com/guidebook/ar/index.html
AT&T California	AT&T California Guidebook, including Part 4, Sec. 5 and Part 8, Sec. 8 AT&T California Out of Territory Guidebook, incl. Part 4, Sec. 5 and Part 8, Sec. 8	http://cpr.att.com/guidebook/ca/index.html http://cpr.att.com/guidebook/cf/index.html
AT&T Florida	AT&T Florida Guidebooks, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/fl/product_line.htm
AT&T Georgia	AT&T Georgia Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/ga/product_line.htm
AT&T Illinois	AT&T Illinois Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/il/index.html
AT&T Indiana	AT&T Indiana Guidebook, including Part 4, Sec. 5	http://cpr.att.com/guidebook/in/index.html
AT&T Kansas	AT&T Kansas Guidebook, including Part 4, Section 5	http://cpr.att.com/pdf/ks/index.html
AT&T Kentucky	AT&T Kentucky Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/ky/product_line.htm
AT&T Louisiana	AT&T Louisiana Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/la/product_line.htm
AT&T Michigan	AT&T Michigan Guidebook, including Part 4, Sec. 5	http://cpr.att.com/guidebook/mu/index.html
AT&T Mississippi	AT&T Mississippi Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/ms/product_line.htm
AT&T Missouri	AT&T Missouri Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/mo/index.html
AT&T Nevada	AT&T Nevada Guidebook, including Part 2, Sec. 12.19 and Part 8, Sec. 8	http://cpr.att.com/guidebook/nv/index.html
AT&T North Carolina	AT&T North Carolina Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/nc/product_line.htm
AT&T Ohio	AT&T Ohio Guidebook, including Part 4, Sec. 5	http://cpr.att.com/guidebook/oh/index.html
AT&T Oklahoma	AT&T Oklahoma Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ok/index.html
AT&T South Carolina	AT&T South Carolina Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/sc/product_line.htm
AT&T Tennessee	AT&T Tennessee Service Publications, including General Exchange Guidebook, Sec. A3	http://cpr.att.com/pdf/tn/product_line.htm
AT&T Texas	AT&T Texas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/tx/index.html
AT&T Wisconsin	AT&T Wisconsin Guidebook, including Part 4, Sec. 5	http://cpr.att.com/guidebook/wg/index.html

**AT&T BUSINESS LOCAL CALLING
ILEC Confirmation of Service Order**

**ATTACHMENT B
BILLING TELEPHONE NUMBER (BTN) LIST**

(All Lines under each BTN must be subscribed to a Line Option Package.)

Customer: Enter Customer's Legal Name as it appears on the Confirmation of Service Order / Pricing Schedule

check this box if BTNs are listed on an excel form and this page is blank.
The Attachment B excel form must be submitted with the contract.

***Required Fields**

*Main BTN:	517-647-7531 355	*State of Main BTN: (ex: IL)	MI
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Area Code, Prefix, Line #, (no dashes, example: 312 555 1234, or 3122551234)	BTN State (ex: FL)	Check For Winback
517 647 7531 355	MI	<input type="checkbox"/>
517 647 6926 131	MI	<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

Area Code, Prefix, Line #, (no dashes, example: 312 555 1234, or 3122551234)	BTN State (ex: FL)	Check For Winback
		<input type="checkbox"/>

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-20

**A RESOLUTION APPROVING MICHIGAN PAVEMENT MARKINGS
LLC'S BID FOR 2018 STREET PAINTING**

WHEREAS, DPW Foreman, Ken Gensterblum sought quotes for 2018 pavement markings and received bids from various contractors; and

WHEREAS, DPW Foreman, Gensterblum and City staff recommend that the work be awarded to Michigan Pavement Markings LLC for the amount of \$12,217.00, as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation to award the work to Michigan Pavement Markings LLC for the amount of \$12,217.00, as 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: March 19, 2018

Monique I. Miller, City Clerk

Solicitation For Sealed Bids

The Portland Dept. of Public Works, 451 Morse Dr, Portland MI 48875 is accepting bids for the following:

Street Painting

Bids will be accepted until March 12, 2018 at the close of the business day. The City of Portland reserves the right to accept the bid as a whole or in part. Please bid each item separately and submit on the form provided.

Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	90,000'		0.04	3600.00
Skip Yellow	6,000'		0.06	360.00
Solid White-Lane Lines	2,250'		0.05	112.50
Skip White	850'		0.07	59.50
Solid White	35,500'		0.05	1775.00
21' Parking Stalls	110		2.00	220.00
18' Parking Stalls	80		2.00	160.00
4" Blue Line	330'		1.00	330.00
Handicap Symbols	5		10.00	50.00
Left Turn Arrows	20		25.00	500.00
Right Turn Arrows	20		25.00	500.00
Combination Arrows	4		45.00	180.00
ONLY Symbols	20		25.00	500.00
24" Stop Bar	800'		1.00	800.00
6" Cross Walk	4,000'		0.40	1600.00
12" Cross Walk Pads	1800'		0.75	1350.00
School Legends	2		60.00	120.00
			TOTAL	12,217.00

Company Name: Michigan Pavement Markings LLC
P.O. Box 9673
Wyoming MI 49509

Contact & Number: 616-260-7828

Submitted By: Sharon Nielsen
Sharon Nielsen



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-21

**A RESOLUTION APPROVING PARTICIPATION IN THE STATE BID
PROCESS FOR WINTER ROAD SALT 2018-2019**

WHEREAS, the City previously solicited its own bids for winter road salt; and

WHEREAS, for the past twelve years the City has taken advantage of an opportunity to receive more competitive pricing by participating in the State Bid through the MiDEAL program; and

WHEREAS, in addition to more competitive pricing, MiDEAL Road Salt Contracts provide the following benefits:

- The City's order quantity is guaranteed, which helps alleviate sufficient supply issues
- Additional product available if the City exhausts its complete supply - all vendors are required to keep 30% extra here in Michigan to ensure that MiDEAL Members that participate in the road salt contracts have what they need in case of a heavy winter.
- The City is only required to accept 70% of its seasonal backup commitment.

WHEREAS, the State of Michigan Department of Management & Budget sent out an email advising that road salt requisitioning would be done on-line with the deadline for ordering being April 13, 2018; and

WHEREAS, the City Manager and DPW Foreman recommend using the MiDEAL program again this year and submitting the requisition for 200 tons for the early delivery and 300 tons for the seasonal backup.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves participating in the State bid process for Winter Road Salt for 2018-2019 and authorizes the City Manager to submit the on-line requisition for 200 tons for the early delivery and 300 tons for the seasonal backup.
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 19, 2018

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 5, 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; Police Chief Thomas

Guests: Kathy Parsons, City Representative to the Portland Area Fire Authority; Mike Judd; Crystal Fowler, Student of Baker College; State Representative Julie Calley and her daughter Karagan

The meeting was called to order at 7:00 P.M. by Mayor Barnes with the Pledge of Allegiance led by Karagan Calley.

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 the closing on the purchase of property along Cutler Rd. by Sparrow has taken place. The City will now move forward with the design and bid process of the road off from Cutler Rd. This is anticipated to be a milestone development.

The City has received the final executed ADM Donation Agreement. Updates to the Phase I Environmental Assessment Study will begin this week. The closing on the property should take place relatively soon.

As part of the process of adopting the Portland 5-Year Park & Recreation Plan 2018-2022 the plan had to be submitted to the DNR by March 1, 2018 which has been accomplished. A grant application for a project possibly at Toan Park is expected to be submitted by April 1, 2018.

The City will be applying to MDOT for replacement of the Divine Hwy. Bridge through the Local Bridge Program. If the application is approved funding would be for Fiscal Year 2020-2021. While the bridge is deteriorating it is still safe for travel.

The Planning Commission will meet on Wednesday, March 14, 2018 to consider a Special Land Use Request by Muffler Man 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. The Planning Commission will also review plans for the potential development of Toan Park which would include the vacation of the roadway between Toan Park and the Powers Park ball field. St. Patrick Church has also provided an updated site plan for redevelopment of Father Flohe Field that will be reviewed.

Under Presentations, Representative Calley provided a legislative update.

Under New Business, the Council considered Resolution 18-13 to approve the Portland Area Fire Authority Budget for Fiscal Year 2018-2019.

Mayor Pro-Tem VanSlambrouck stated that the Authority is looking at the purchase of new equipment and turn out gear in the proposed budget.

There was discussion with City Representative Parsons regarding the funding formula.

Motion by Baldyga, supported by Johnston, to approve Resolution 18-13 approving a budget for Fiscal Year 2018-2019 for the Portland Area Fire Authority.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-14 to approve AECOM's proposal for Annual Water Level Monitoring, Downstream Fish Passage and Nuisance Plant Monitoring and Reporting for 2018 and 2019 in an amount not to exceed \$32,875.00. These services are required as part of the City's licensing with the Federal Energy Regulatory Commission.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 18-14 approving AECOM's proposal for Annual Water Level Monitoring, Downstream Fish Passage and Nuisance Plant Monitoring and Reporting for 2018 and 2019.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-15 to approve the purchase of a Falcon Asphalt Hot Box Trailer through the MiDeal Program in the amount of \$28,585.82 for the Department of Public Works to be used for road maintenance.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 18-15 approving the purchase of a Hot Box Trailer for the Department of Public Works.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Baldyga, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting and Closed Session held on February 20, 2018, 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, and a purchase order to Resco in the amount of \$8,070.00 for one roll of Kerite wire.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that J-Dubbs, a new sandwich shop, is planning to open on April 5, 2018. They are located on Grand River Ave. next to the Village Laundry.

City Manager Gorman also noted that a Street Closure Permit has been filed with the City for the filming of a commercial on Sunday, March 11, 2018.

Under Council Comments, Council Member Baldyga stated that although it is not a City initiative he is trying to raise awareness of Human Trafficking. He recently met with some members of the community to begin discussions toward this goal. They plan to meet again in the future.

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:49 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the March 5, 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; Police Chief Thomas

Presentation - Representative Calley provided a legislative update.

Approval of Resolution 18-13 approving a budget for Fiscal Year 2018-2019 for the Portland Area Fire Authority.

All in favor. Adopted.

Approval of Resolution 18-14 approving AECOM's proposal for Annual Water Level Monitoring, Downstream Fish Passage and Nuisance Plant Monitoring and Reporting for 2018 and 2019.

All in favor. Adopted.

Approval of Resolution 18-15 approving the purchase of a Hot Box Trailer for the Department of Public Works.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:49 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
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,200.00
APEX SOFTWARE	00876	APEX SOFTWARE - ASSESSOR	235.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	162.00
AUTOMATED BUSINESS EQUIPMENT	00027	SERVICE ON FOLDING MACHINE - GENERAL	437.50
BADER & SONS CO.	00031	BLADE FOR TRUCK - MTR POOL	6,978.39
BERTMAN TOOLS LLC	02430	WRENCHES - ELECTRIC	167.50
BERTMAN TOOLS LLC	02430	WIRE STRIPPER & BATTERY - MTR POOL	112.25
B&W AUTO SUPPLY, INC.	00030	TOOLS, PARTS - AMB, ELEC, MTR POOL	2,428.12
CHROUCH COMMUNICATION, INC.	00082	RADIO INSTALLATION - MTR POOL	290.40
CENTURYLINK	01567	TELEPHONE SVC - VARIOUS DEPTS	2.49
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	931.44
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	427.37
CLIA LABORATORY PROGRAM	00736	FEE - AMBULANCE	150.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,010.52
CRYSTAL MORGAN	MISC	TAX APPEAL - ASSESSING	253.50
CULLIGAN	02130	WATER - CITY HALL	7.00
DORNBOS, SIGN & SAFETY, INC.	00067	TRAFFIC CONTROL - MAJ STS	192.40
DORNBOS, SIGN & SAFETY, INC.	00067	TRAFFIC CONTROL MATERIALS - LOC STS	312.30
ETNA SUPPLY COMPANY	00146	WATER METER COVER - MAJ STS	120.95
FAMILY FARM & HOME	01972	REFLECTORS - LOC STS	7.98
FAMILY FARM & HOME	01972	RUBBER MAT, BROOM, BATTERIES -MTR POOL	98.96
FAMILY FARM & HOME	01972	TANK REPAIR KIT-MTR POOL	11.99
FIRST ADVANTAGE LNS OCC. HEATH SOL	01915	CLINIC COLLECTION & MILEAGE - MTR POOL	155.00
FOSTER BLUE WATER OIL, LLC	02301	DIESEL - MTR POOL	377.62
FREDRICKSON SUPPLY LLC	02104	SWITCH SWEEPER - MTR POOL	69.32
GALL'S INC.	00159	ONE LINE BRASS NAMEPLATE - POLICE	18.14
GARY'S HEATING SERVICE INC	00826	CHIMNEY CAP - MTR POOL	17.00
S. TUTT GORMAN	02311	MILEAGE REIMB - CITY MANAGER	57.70
GRAINGER, INC.	00172	BOLLARD COVERS - MAJ STS	124.90

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER CONTAINER SERVICE	00175	REFUSE - WASTE WTR	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE - CEM, PARKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	12,325.64
TIM GROENHOF	01919	MILEAGE FOR TRAINING - POLICE	54.44
GROSS MACHINE SHOP	00180	LABOR STEEL PANEL - MTR POOL	95.00
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	499.00
JWC ENIRONMENTAL LLC	02500	GRINDER - WASTE WATER	16,372.00
KENNEDY INDUSTRIES INC.	MISC	EMERGENCY FIELD SERVICE AT RIVERSIDE LIFT STAT	1,024.50
KEUSCH SUPER SERVICE	00228	TIRE WORK - MTR POOL	188.95
LITE'S PLUS	00243	STREET LIGHT BULBS - COMM PROMO	370.80
MENARDS	00260	BOARDS FOR DAM - ELECTRIC	2,988.69
MHR BILLING	01780	BILLING SERVICE - AMBULANCE	864.00
MTECH COMPANY	02306	NOZZLE, SAND - WASTE WTR	247.44
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	1,164.00
MUNICIPAL SUPPLY CO.	00324	RED MARKING PAINT - MARKING PAINT	114.00
MWEA OFFICE	01347	MEMBER PACKAGE - WASTE WTR	135.00
MWEA OFFICE	01347	ADVANCED CLASS - WASTE WATER	135.00
NATIONAL PEN CO. LLC	MISC	PROMO PENS - POLICE	59.44
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY MAINT - CITY HALL	779.00
PLEUNE SERVICE COMPANY INC.	00741	HVAC SERVICE - ELECTRIC	330.00
R.C. SYSTEMS INC.	02486	RECPRO TRAINING, SSL CERT, WEB HOST - REC, PAR	1,200.00
REED & HOPPES, INC.	00390	WIRING SUPPLIES - MTR POOL	106.00
RESCO	00392	ROLL OF WIRE - ELECTRIC APPROVED BY COUNCIL 3	8,021.58
RESCO	00392	DEAD END CAPS - ELECTRIC	490.80
RESCO	00392	SPLIT BOLTS - ELECTRIC	907.00
SENTINEL-STANDARD, INC.	00212	SEWER OVERFLOW NOTICE - WASTE WATER	75.00
S&K PRINTING	00400	PARKING TICKETS - POLICE	115.00
ANTHONY SMITH	02449	MILEAGE REIMB FOR CLASSES - WASTE WATER	218.00

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES - VARIOUS DEPTS	778.10
STATE OF MICHIGAN	00428	TOKEN FEES - POLICE	66.00
STATE OF MICHIGAN	00428	SOR REG FEES - POLICE	60.00
STATE OF MICHIGAN	00428	REGISTRATION FEE FOR NEW AMBULANCE - AMBULANCE	25.00
STEVE'S METER SERVICE	00442	METER TEST - ELECTRIC	12.50
SUPERIOR ASPHALT INC	02348	6 TONS UPM COLD PATCH - MAJ STS	750.00
SUPERIOR ASPHALT INC	02348	COLD PATCH - MAJ STS, LOC STS	500.00
TOM'S FOOD CENTER	00452	SUPPLIES, PARTS - VARIOUS DEPTS	597.17
USA TODAY NETWORK	02501	LEGAL NOTICES - PARKS, REC, GEN	128.75
UTILITY CONSULTING GROUP, LLC	00465	CALULATE PCA & DRAFT FOR RENEWABLE RATE- ELECT	634.50
VERIZON WIRELESS	00470	TELEPHONE & DATA SVC - VARIOUS DEPTS	628.62
WINTER EQUIPMENT	02322	ROAD MAXX BLADE KITS - LOC STS, MAJ STS	3,432.54
WINZER CORPORATION	01686	SUPPLIES - MTR POOL	409.66
WOW! INTERNET-CABLE PHONE	02132	STATIC IP - MTR POOL	15.50
MIKE HUMMEL	MISC	ENERGY OPTZ - ELECTRIC	165.00
JODI WOODMAN	02006	OFFICIALS - REC	60.00
MANDY SIMON	02084	OFFICIALS - REC	60.00
OWEN RUSSELL	02249	SCOREKEEPERS - REC	15.00
NATHANIEL LEAHY	02424	SCOREKEEPERS - REC	45.00
RYAN LAY	02477	SCOREKEEPER - REC	15.00
GRAHAM WOHLSCHEID	02423	SCOREKEEPERS - REC	14.00
NATHAN LEHNERT	02496	SCOREKEEPERS - REC	45.00
MILO ROOT	02499	SCOREKEEPERS - REC	7.00
CITY OF PORTLAND - PETTY CASH	00701	POSTAGE, MILEAGE - VARIOUS DEPTS	246.31
Total:			\$74,628.09

**BI-WEEKLY
WAGE REPORT
March 12, 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.	8,831.61	179,421.24	2,726.67	53,136.98	11,558.28	232,558.22
ASSESSOR	1,291.46	19,344.31	119.85	2,035.57	1,411.31	21,379.88
CEMETERY	1,367.81	56,053.56	591.88	14,797.58	1,959.69	70,851.14
POLICE	11,292.59	261,987.16	3,718.55	85,023.82	15,011.14	347,010.98
CODE ENFORCEMENT	628.25	13,779.90	275.61	2,607.48	903.86	16,387.38
PARKS	935.74	35,308.99	345.16	6,633.08	1,280.90	41,942.07
INCOME TAX	1,907.93	37,644.69	941.42	15,751.92	2,849.35	53,396.61
MAJOR STREETS	3,506.44	65,368.56	2,355.65	30,734.60	5,862.09	96,103.16
LOCAL STREETS	2,446.00	58,573.40	1,652.73	27,707.44	4,098.73	86,280.84
RECREATION	2,156.71	30,232.23	567.02	8,489.35	2,723.73	38,721.58
AMBULANCE	12,548.69	225,621.81	2,869.68	45,267.61	15,418.37	270,889.42
DDA	2,139.50	45,699.33	398.19	7,997.17	2,537.69	53,696.50
ELECTRIC	16,084.94	335,285.52	6,403.72	108,049.22	22,488.66	443,334.74
WASTEWATER	8,925.81	183,654.56	3,360.87	61,296.80	12,286.68	244,951.36
WATER	4,584.93	98,708.72	2,071.76	40,480.89	6,656.69	139,189.61
MOTOR POOL	3,021.96	51,415.43	2,263.54	25,563.73	5,285.50	76,979.16
TOTALS:	81,670.37	1,698,099.41	30,662.30	535,573.24	112,332.67	2,233,672.65

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, January 10, 2018 at 7:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Fitzsimmons, Williamson, Roeser, Kmetz, Hinds

Absent: Culp

Staff: City Manager Gorman; City Clerk Miller; Deputy Zoning Officer Gensterblum

Guests: Terry Frewen; Justin Hengesbach; Jon Moxey and Max George of Fleis & VandenBrink

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Kmetz, supported by Hinds, to amend the agenda to excuse Member Culp.
All in favor. Approved.

Motion by Hinds, supported by Williamson, to excuse the absence of Member Culp.

There was no public comment.

Motion by Fitzsimmons, supported by Williamson, to approve the Agenda as amended.
All in favor. Approved.

Motion by Fitzsimmons, supported by Williamson, to approve the minutes of the November 8, 2017 regular meeting as presented.
All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:02 P.M. and noted the packet includes the definition of an accessory apartment and the sections of the Zoning Ordinance that pertain to the request.

City Manager Gorman introduced the proposed 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. He noted that the guidelines, criteria, definition and terms were provided to the Planning Commission.

Mr. Frewen stated that the property had been used for residential purposes until the previous owner made it a commercial use. There have been no major modifications to change it from residential to "office space". Mr. Frewen stated that he purchased the property with the intention to rent the building as office space. He further stated that the Zoning Ordinance does not provide criteria or provide a definition for a residential home in the C-2 District with a small commercial space. There is ample parking available. He further noted that the previous business/owner did not use the property as a residence. There is a door that would separate the business from the residence in the building. He feels this would be a good use for the property.

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January 10, 2018

Chair Grapentien inquired how long the former property owner used the property for commercial purposes.

Mr. Frewen stated that he and Deputy Zoning Officer Gensterblum looked into that. They were not sure exactly how long but at least 4 years. The property was used for commercial purposes for longer than one year so per the Zoning Ordinance it can not revert to a residential property.

Mr. Hengesbach noted that the benefit of living at the business would allow his business to grow. He further thanked the Planning Commission for their consideration.

City Manager Gorman noted that the proper notices were published for the Public Hearing. No public comment has been received on the proposed request.

Chair Grapentien closed the Public Hearing at 7:09 P.M.

Under New Business, the board considered the request for a Special Land Use Permit for the property at 1323 E. Bridge St. to rent the property out as a single-family residence with a cell phone repair business to operate in the front room of the house.

Chair Grapentien stated that he owns a business in a C-2 District and has turned down tenants that also wanted to live at the property while operating a business. He stated that he will be a part of the discussion tonight but will abstain from voting due to self interest in the decision.

There was discussion regarding the time frame under the Zoning Ordinance for a use to be abandoned.

City Manager Gorman stated the use is permitted. In this situation the question is around an accessory apartment in the C-2 District. The property seems more residential with a home occupation. He further stated that in past practice accessory apartments have been on the 2nd floor. He noted that this request is in the C-2 District and so the analysis has to be made within the guidelines provided for such.

Member Kmetz commented that if the Special Use is permitted then the same would also have to be allowed to others. He further noted that with the recent issues around medical marijuana this same request could be used for that type of use. He stated the consideration is for a business and a residence combined.

Chair Grapentien clarified that consideration is being given to a request in a commercial district, in a commercial building, with a commercial use, with an accessory apartment on the main level.

Vice Chair Fitzsimmons stated that he has looked over this issue several times and although it seems appropriate for this situation he is afraid of the doors that may be opened if approved.

Chair Grapentien stated that if the business were to fail then the property would become a residence. He noted there would need to be some protection to prevent that from happening. He

Planning Commission Minutes
January 10, 2018

also noted that if a use is not listed in the Zoning Ordinance then it is not an approved use. If a first-floor apartment is not listed as a use, it is not permitted.

There was discussion about possible stipulations that could be approved with the Special Land Use Permit and how those could be enforced.

Secretary Williamson noted the criteria to be considered/reviewed for determining a proposed Special Land Use. He further noted his feeling that this specific request meets all of the criteria.

Member Kmetz noted the exception is that approval of this Special Land Use opens the door to turning the property back to a residential use; and the accessory apartment is on the first floor.

City Manager Gorman noted that Section 42-340 of the Zoning Ordinance states the specific criteria that must be met. The general conditions that Secretary Williamson noted are to be considered in addition to.

There was further discussion.

Mr. Frewen noted that the purpose of the application is for a “Special” Land Use. He stated that he doesn’t know how approval in this situation would apply to someone else.

Member Kmetz stated that once a Special Land Use is approved another similar request would also have to be approved.

Mr. Frewen noted that a property across the road on Grand River Ave. has an apartment and a business.

Chair Grapentien stated that is a different situation because the apartment is on the 2nd floor; the uses are on separate floors. The entire first floor is for commercial use and the 2nd floor is residential. The decision on the Special Land Use will set a precedent going forward.

There was continued discussion regarding the precedent that would be set by approving the request.

Mr. Frewen requested consideration be given to the special nature/uniqueness of the property.

Chair Grapentien clarified that the accessory apartment use is what makes the property “special” and creates the need for a Special Land Use; because the property is in a commercial district and the request is for an accessory apartment.

Mr. Hengesbach inquired how long a Special Land Use is approved for.

Chair Grapentien stated that as long as the use is not abandoned the approved use stays in effect until it is abandoned for a year.

Planning Commission Minutes
January 10, 2018

City Manager Gorman clarified that upstairs apartments in the C-1 District are permitted by right. In this situation, we are strictly referring to the C-2 District.

Motion by Kmetz, supported by Williamson, to approve the Special Land Use request for the property at 1323 E. Bridge St.

Chair Grapentien called for a Roll Call Vote.

City Clerk Miller held the Roll Call Vote.

Roeser – No

Williamson – Yes

Fitzsimmons – No

Grapentien – Abstain

Kmetz – No

Hinds – Yes

The motion fails.

Jon Moxey of Fleis & VandenBrink presented information on the roadway design and infrastructure for the proposed Sparrow project. They also presented information for future development of the property at Grand River Ave. and Cutler Rd. 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.

There was discussion.

The board expressed their approval with moving forward with the outlined Option A/B without choosing which one specifically until further development on the property occurs.

City Manager Gorman asked the board to look at the zoning for the area and consider what it should look like.

Max George of Fleis & VandenBrink outlined the pros/cons of the possible parcel division plan vs. subdivision platting vs. a PUD.

City Manager Gorman provided development and zoning updates. He noted that he has been contacted by a representative of an assisted living facility that may be interested in property at Grand River Ave. and Cutler Rd.

City Manager Gorman stated that he will be looking at zoning updates in the next budget year and will consider budgeting professional services to do so.

He noted that information distributed regarding the Medical Marijuana Facilities Licensing Act and explained circumstances in the City of Portland.

Planning Commission Minutes
January 10, 2018

City Manager Gorman noted that he has been in discussion with Sparrow's legal counsel in regard to the sale of the property. The Escrow Agreement will be drafted soon with the closing on the property to follow.

Discussions with ADM have resumed regarding the City taking the property at the corner of Grand River Ave. and Divine Hwy.

ConfluxCity Brewery is anticipating they will open this Spring.

The 5-year Parks and Recreation Master Plan process is underway with the assistance of Fleis & VandenBrink. The draft plan is available for public comment for a 30-day period.

There has been interest from several parties in parcels on the property at Grand River Ave. and Cutler Rd.

Old School Manor will likely have full occupancy this Spring.

Under Planning Commission Member Comments, Chair Grapentien noted the homework for the board to look at Division 8, Section 42-280 of the Zoning Ordinance.

City Manager Gorman thanked Deputy Zoning Officer Gensterblum for his enforcement of the sign at Burger King/Shell which was finally reinstalled this week.

Motion by Fitzsimmons, supported by Williamson, to adjourn the meeting at 8:44 P.M.
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR FEBRUARY 2018

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of February 2018. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated **14.6 million gallons** and discharged **11.8 million gallons** for the month of February. The CBOD was 4 ppm, the Total Suspended Solids was 5 ppm, the phosphorus was 0.7 ppm, and the Fecal Coliform was 38 counts/100ml.

The JWC channel grinder was ordered following the resolution approval by City Council. We anticipate the delivery of the equipment by the 1st of March.

With the ice jams, heavy rain, and snow melt, the Grand River levels rose sharply. The WWTP flows always increase dramatically when the river level goes up. This is due to ground water infiltration. The flow gradually decreases as the river level returns to normal. The WWTP did not experience any problems or upsets while the near flooding conditions existed.

Tony completed the Confined Space training and also attended the Activated Sludge I class in Kalamazoo. He will attend the Activated Sludge II class in early March.

A sanitary Sewer Overflow (SSO) occurred behind the Shell Car Wash and Burger King. A blockage in the main was quickly removed to stop the overflow. As required by law, the MDEQ, the Ionia County Health Department and the local newspaper were all immediately notified. All required follow-up reports were submitted in the timeline that is required in the NPDES Discharge Permit. This maintains our compliance with our permit.

Maintenance & Capitol Expenses for February 1, 2018 to February 28, 2018

ITEM	COST
Tom's Do It Center – Misc.	\$ 58.81
Municipal Supply – 3” Brass pipe adapter	\$ 38.75
Polydyne – 3 55 gal Drums polymer	\$ 1822.50
MSA – H2S Calibration Gas	\$ 318.81

Kendall Electric – LED Exterior Light Fixture	\$ 237.69
Total Monthly Expenses	\$ 2476.56
Total Spent YTD	\$ 44823.39

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3540 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	1
Building Services Inspected	0
City Main Televised	1

SEWER CALLOUTS

February 6, 2018

At 6:15PM a call was received by a WWTP worker that a homeowner on Academy St. was experiencing sewage backing up into their basement. When the worker arrived on scene there was already a plumber on site. The plumber cleared the house lateral. The WWTP worker inspected the flow in the upstream and downstream manholes and found the flow to be normal. The sewage went down after the plumber had cleaned the line. The homeowner was satisfied when the worker left.

February 13, 2018

A call was received by the Water Department at 10:04AM that he had observed what appeared to be sewage flowing across the parking lot behind the Shell and Burger King location to a storm water catch basin. The WWTP workers immediately responded with the Vac truck. Sewage was flowing from a dead-end manhole that was buried under a large pile of snow. The men Jet rodded the line from the downstream manhole and cleared the blockage. The DEQ and the Ionia County Health Department were immediately notified. We were instructed to apply lime to the contaminated area of the parking lot which we did. A public notice was prepared and sent to the local newspaper as required by law. The cause of the blockage was sand escaping from the Shell Car Wash grease/sand trap which was full of sand. The station owner was contacted by phone and certified mail to clean the trap. We have increased the frequency of cleaning this line as a precautionary measure as this has occurred several times since the car wash was installed.

February 15, 2018

A call was received at the WWTP at 10:00AM from a homeowner on Lookingglass Ave. He stated that he was experiencing sewage back up into the house. The WWTP workers investigated the problem and checked the flow in the City main. The flow was normal

and showed no indications of having backed up. The problem was found to be in the house service lateral. They let the homeowner know what they had found and recommended that he call a plumber to clear the blockage in his lateral.

Respectively Submitted,
Doug Sherman
WWTP Superintendent

IONIA COUNTY BOARD OF COMMISSIONERS

**March 13, 2018 - 3:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor**

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. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Health Department Accreditation Presentation – Orlando Todd, Director-Office of Local Health Services, MDHHS
 - B. Health Department Data Use and Non-Disclosure Agreement
 - C. Health Department Agreement with Michigan Department of Health and Human Services – Amendment #2
 - D. Health Department Subcontractor Agreement with Michigan Public Health Institute
 - E. Central Dispatch Communications Tower Lease Agreement
 - F. Central Dispatch request to approve Chrouch Communications to install equipment on tower
 - G. Bertha Brock Park Amended Fee Schedule
 - H. Bertha Brock Park Rule Additions/Changes
 - I. Sheriff Department New Vehicle Purchase request
 - J. Acknowledgment of Applications for Appointment
 - 1. Community Corrections Advisory Board – fill vacant police chief position
 - 2. Community Mental Health Services Board – four three-year positions

IX. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

X. Reports of Special or Ad Hoc Committees

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

XII. Closed Session

- 1. Union Negotiations Update

XIII. 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 – One two-year terms expiring January 2019, which serves as a Member-at-Large from the Lyons Area.

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

- *Area Agency on Aging of Western Michigan Advisory Council* – One three-year term.
- *Economic Development Corporation/Brownfield Redevelopment Authority* – Three three-year terms.
- *Land Bank Authority* – Two three-year terms.

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

IONIA COUNTY BOARD OF COMMISSIONERS
Committee-of-the-Whole

March 20, 2018 - 3:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor

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. Unfinished Business
 - A.
- VII. New Business
 - A. West Michigan Regional Planning Commission – Annual Report - Dave Bee, Director
 - B. Departmental Reports
 - 1. MSU Extension
 - 2. Emergency Management
 - 3. Register of Deeds
 - 4. Sheriff's Office
 - 5. Central Dispatch
 - 6. Information Technology
 - C.
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Closed Session
- XI. Adjournment