

# City of Portland

Portland, Michigan

## **Minutes of the City Council Meeting**

Held on Monday, May 7, 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; DDA/Main Street Director Conner Wellman; Police Chief Thomas

Guests: Chris O'Neill of HomeWorks Connect; Kathy Parsons

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

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Proposed Agenda.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman reported that the Draft Budget for Fiscal Year 2018-2019 was presented to the Council and discussed at the Budget Workshop on Monday, April 30, 2018.

The donation of property from ADM Alliance Nutrition is now complete. The acquisition of this property will allow for the potential realignment of the Divine Hwy. Bridge and/or the addition of parking in the Downtown.

The James Street Improvement Project will be wrapping up soon. The top coat of asphalt is expected to be laid next week with the final restoration to follow. Fleis & VandenBrink is donating a plaque to commemorate the historic hitching post at the Torp-Smith property at 1105 James St.

Walking audits with the engineers and school representatives for the Safe Routes to School Program have been completed. These programs will enhance the walkability to and from the schools. Information will be presented to the City Council to prioritize the recommended projects.

City Manager Gorman stated that he has been working with Granger, doing research on the elimination of trash receptacles in the downtown to improve both aesthetics and walkability.

The MDNR Recreation Archery Equipment Grant was awarded to the City of Portland Recreation program and will be implemented this summer. As this program will require the shooting of bows and arrows, which is not allowed in the City, a new policy to ensure the safety of the community will be implemented.

City Manager Gorman noted that the deadline set forth in Section 28-8 of the Sign Ordinance, more commonly known as the "Sunset Clause", which requires that all non-conforming signs must be eliminated is due to expire on August 28, 2018. A formal audit of the remaining signs that need to come into compliance has not yet been completed. City Manager Gorman suggested that this provision be

repealed and that continued enforcement of the Ordinance regarding newly erected signs should take place.

The Portland Assisted Living & Memory Center is planning to expand their facility. They submitted paperwork for a variance request for a side setback of 50 ft. It was initially presumed to be zoned C-2; however, a closer look revealed that it was rezoned in 2014 to R-2 and a SLU permit was issued for Adult Foster Care-Large Group Home which is limited to 20 beds and mirrors state law and they are currently at capacity. The state licensure for their facility is beyond the purviews of the City and they will work on that issue. For purposes of the potential development, they plan to submit for another SLU permit for a nursing/convalescent home. They will likely be before the Planning Commission for site plan review in the future.

City Manager Gorman advised that Ambulance Director/Code Officer Gensterblum is in need of an additional vehicle to perform his duties so he doesn't have to use her personal vehicle. Staff is researching models and pricing of vehicles.

Under Presentations, DDA/Main Street Director Conner Wellman presented her report on Downtown activities and shared the 14 initiatives The MiPortland Downtown Teams are working on. She also noted that ConfluxCity Brewing is expected to announce their opening in the next few weeks, Courageous Coffee has purchased 129 E. Bridge St. and will begin the build out on the property. They anticipated opening a coffee shop with local bakery items within a year. The WODA Group will hold the Grand Opening of the Portland School Apartments on Thursday, May 10, 2018.

Under Public Hearing, Mayor Barnes opened the Public Hearing on Proposed Budget for Fiscal Year 2018-2019 at 7:32 P.M.

There was no public comment.

Mayor Barnes closed the Public Hearing at 7:34 P.M.

Under New Business, the Council considered Resolution 18-33 to adopt the Annual Budget for Fiscal Year 2018-2019.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 18-33 to adopt the City of Portland's Annual Budget for Fiscal Year 2018-2019.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-34 to approve a permit application submitted under the METRO Act by Tri-County Electric Cooperative, Inc. to use the City's rights-of-way, for the installation of fiber optic cable and gigabit passive optical network (GPON) to facilitate its broadband services. City staff has reviewed the application and are recommending the City Council approve the submitted application and permit.

City Manager Gorman noted this is the second time this application and permit have been presented to City Council. After further review, City Staff has no issue with recommending approval.

Mr. O'Neill of HomeWorks Connect presented information on the goals of Tri-County Electric Cooperative, Inc. in bringing broadband services to its customers. The application under the METRO Act is required to use the City's rights-of-way to get the fiber optics through the City to the lines outside the City limits.

There was continued discussion.

Motion by Baldyga, supported by Johnston, to approve Resolution 18-34 to approve a Permit Application submitted under the METRO Act.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-35 to approve a proposal from Pulse Broadband to conduct a Broadband Feasibility Study to explore communications and broadband infrastructure alternatives for continued economic development and service to its residents. Pulse Broadband has submitted a proposal to conduct a Communications and Broadband Infrastructure Feasibility Study in the amount of \$15,000.00. City Manager Gorman and Director of Public Services, Mike Hyland recommend City council approve the proposal.

Motion by Johnston, supported by Baldyga, to approve Resolution 18-35 approving a proposal from Pulse Broad Band to conduct a Broadband Feasibility Study and Approving, Authorizing, and Directing the Mayor to sign the professional services agreement for the City of Portland.

Yeas: Johnston, Baldyga, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-36 to approve the Dissolution of the Economic Development Corporation of Portland established on September 4, 2007. The EDC was created to assist with the development of the annexed City property situated at Cutler Rd. and Grand River Ave. Since that time, the EDC has been instrumental in establishing a zoning district and concept plan for the Property that has resulted in the development of permitted uses such as Family Farm & Home and the future Sparrow facility. The EDC has completed its purpose by establishing a zoning district and concept plan and has no current plans or projects for the Property. At its regularly scheduled meeting on April 23, 2018, the Board of Directors unanimously voted to approve the Resolution of Dissolution of the EDC and recommended the City Council do the same.

City Manager Gorman noted that there are no other communities our size in the State of Michigan that have an EDC. The elimination of the EDC will allow the development process to be streamlined and be more efficient.

Mayor Pro-Tem VanSlambrouck stated that the EDC has accomplished what it set out to do and has lived its life.

Council Member Baldyga thanked the members that have served on the EDC.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 18-36 approving the recommended Dissolution of the Economic Development Corporation (EDC) of Portland.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None  
Adopted

The Council considered Resolution 18-37 to recognize the Portland Area Service Group as a nonprofit organization for the purpose of obtaining a Charitable Gaming License.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 18-37 recognizing the Portland Area Service Group as a nonprofit organization for the purpose of obtaining a Charitable Gaming License.

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

Motion by Baldyga, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on April 16, 2018 and the minutes of the City Council Budget Workshop held on April 30, 2018, payment of invoices in the amount of \$146,206.06 and payroll in the amount of \$214,995.16 for a total of \$361,201.22. Purchase orders to Greg Cook Builders in the amount of \$6,440.00 for staining and repair of the Red Mill and Peerless Midwest in the amount of \$10,000.00 for overhaul of Well No. 4 were also included.

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

Under City Manager Comments, City Manager Gorman noted the statistics of the Annual Clean up Day held on May 5, 2018. This year's event was another success.

City Manager Gorman reminded residents that the Special Election for the Portland Public Schools Bond Proposal will be held tomorrow, Tuesday, May 8, 2018. Polls will be open from 7:00 A.M. to 8:00 P.M.

An Arbor Day Tree Planting was held on Friday, April 27, 2018 to replace the tree at 308 Kent St. that was taken out by the tornado on June 22, 2015.

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated that there was a unanimous vote at the Portland Area Fire Authority meeting to vote for Tim Krizov to be the permanent Fire Chief rather than the Interim. Specifications and bids have been received for the new fire truck and are under review by the committee.

The Fire Department Spaghetti Dinner Fundraiser will be held on Wednesday, May 9, 2018 from 5:00 – 7:00 P.M.

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

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

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk