



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

7:00 P.M. Monday, September 17, 2018
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:04 PM	V. <u>City Manager Report</u>	
7:20 PM	VI. <u>Presentations</u> A. Constitution Week Proclamation	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> – None	
7:22 PM	IX. <u>New Business</u> A. Proposed Resolution 18-70 Approving the Board of Light and Power’s Recommendation to Purchase Solar Energy Through the Michigan Public Power Agency	Decision
7:25 PM	B. Proposed Resolution 18-71 Approving, Authorizing, and Directing the Mayor and City Clerk to Sign a License Agreement to Permit Holding a Haunted House at the Red Mill	Decision
7:28 PM	X. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting held on September 4, 2018 B. Payment of Invoices in the Amount of \$210,079.10 and Payroll in the Amount of \$118,947.19 for a Total of \$329,026.29 C. Purchase Orders over \$5,000.00 1. PLB Planning Group, LLC in the Amount of \$5,487.75 for August Zoning Services	Decision
	XI. <u>Communications</u> A. Water Department Report for August 2018 B. Wastewater Treatment Plant Report for August 2018 C. Portland Area Fire Authority Agenda and Packet for September 4, 2018 D. Ionia County Board of Commissioners Agenda for September 11, 2018	

**Estimated
Time**

**Desired
Outcome**

- E. Ionia County Board of Commissioners Agenda for September 18, 2018
- F. MPSC Notices of Hearings for Consumers Energy

7:30 PM

XII. Other Business - None

7:35 PM

XIII. City Manager Comments

7:40 PM

XIV. Council Comments

7:45 PM

XV. Adjournment

Decision



Constitution Week 2018

Whereas, September 17, 2018 marks the two hundred and thirty-first anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

Whereas, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

Whereas, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as constitution week;

NOW, THEREFORE, I, James E. Barnes, Mayor of the City of Portland do hereby proclaim September 17 through 23, 2018 to be:

CONSTITUTION WEEK

in the City of Portland, and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

Signed this 17th day of September 2018.

James E. Barnes, Mayor

Monique I. Miller, City Clerk



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-70

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO PURCHASE SOLAR ENERGY THROUGH THE
MICHIGAN PUBLIC POWER AGENCY**

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

WHEREAS, the City of Portland, as a member of the MPPA, has an opportunity to enter into a transaction to meet a portion of its future load requirements by approving the Energy Services Project Transaction Authorization ("Authorization") for solar power supply from January 1, 2021 and continue 25 years thereafter and pursuant to the terms of the Authorization, attached as Exhibit A; and

WHEREAS, at its regularly scheduled meeting on August 28, 2018, the Board of Light and Power voted to recommend that City Council approve the Energy Services Project Transaction Authorization referenced above, a copy of a memorandum from the Electric Superintendent is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve, authorize, and direct the City's Electric Superintendent or City Manager to sign the Energy Services Project Transaction Authorization, 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: September 17, 2018

Monique I. Miller, City Clerk



ENERGY SERVICES PROJECT TRANSACTION AUTHORIZATION

This Transaction Authorization (“Authorization”) is made and entered into as of _____, 2018, by and between MICHIGAN PUBLIC POWER AGENCY (“MPPA”), a body corporate and politic of the State of Michigan, created pursuant to 1976 PA 448 and _____ (the “Participant”).

WHEREAS, MPPA was organized under Act 448 to provide a means for those Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, on March 11, 2009, the MPPA Board of Commissioners by action in open meeting created the Energy Services Project; and

WHEREAS, one of the services allowed under the Energy Services Project is that a Participant may agree to have MPPA enter into Power Purchase Commitments to meet a portion of the Participant’s load requirements; and

WHEREAS, the service covered by this Authorization is a Power Purchase Commitment under the Energy Services Agreement between the Participant and MPPA (“Energy Services Agreement”):

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements herein contained, it is agreed by and between the parties hereto as follows:

Section 1. Solar Power Supply Agreements

MPPA’s Solar Power Supply Agreement for the Solar facility located in Shiawassee County, Michigan is with Assembly Solar, LLC. The Solar Power Supply Agreement for the Solar facility located in either Lenawee County or Calhoun County, Michigan is with Invenegy Solar Development North America, LLC. For the terms of each respective Agreement, MPPA will allocate a pro rata portion of MPPA’s rights and obligations contained in each Agreement to the Participant as provided in this Transaction Authorization.

Section 2. Delivery Point

The delivery point for the solar power will be located at each of the solar facility's interconnection points with the regional transmission organization.

Section 3. Term

The term of the Power Purchase Commitment will begin upon the declared commercial operation date of each facility, currently estimated to begin January 1, 2021 and continue for 25 years thereafter.

Section 4. Amount

The Participant is allocated a percentage of output from each of the facilities as shown below.

Approximate Installed Capacity	Allocation Percentage
0.6 MW	0.7%

Section 5. Product

Upon commercial operation of each respective solar facility, MPPA will transfer to each Participant the Participant's allocated pro rata share of the output of the solar facilities, as described below.

Section 6. Price

Participants will pay to MPPA a maximum rate of \$43.75 per MWh delivered in year 1 depending on actual generation from each facility. This maximum rate will escalate by 2% each year thereafter.

Section 7. Energy Services Agreement

This Authorization for the purchase power commitments is subject to the terms and provisions of the Energy Services Agreement, including the MPPA Energy Risk Management Policy contained in Exhibit 2 thereto. In the event the terms of this Authorization conflict with the Energy Services Agreement, the provisions of the Energy Services Agreement shall control.

Section 8. Evidence

Authority of the Participant's Authorized Representative to execute this Authorization is evidenced through the Participant resolution passed appropriately by the Participant's governing body or through the meeting minutes of the Participant's governing body where approval was granted to the Authorized Representative to execute this Authorization.

Section 9. Effectiveness

This Transaction Authorization and the associated Purchase Power Commitment is not effective until MPPA has received sufficient MPPA member participation to enable the solar facilities in Section 1 to proceed.

Authorized Representative

By _____

Its _____

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

August 29th, 2018

Re: Recommendations to the City Council

Last night at the Light & Power Board meeting, the Light & Power Board passed two (2) recommendations to the City Council.

1-Purchase 30 LED street light fixtures at an estimated costs of \$15,390.

2-Have the Member Authorized Representative sign a purchase agreement through the MPPA, for a 25 year purchase of solar electric energy.

Respectfully submitted,

Jon M. Hyland



City of Portland, Board of Light & Power

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-71

A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO SIGN A LICENSE AGREEMENT TO PERMIT HOLDING A HAUNTED HOUSE AT THE RED MILL

WHEREAS, The Friends of the Red Mill approached the Parks & Recreation Board about conducting a haunted house at the Red Mill building located on Water Street for purposes of raising funds for the Red Mill Pavilion Project; and

WHEREAS, at its regularly scheduled meeting on September 17, 2018, the Parks & Recreation Board recommended that City Council approve the request by Friends of the Red Mill to hold a haunted house at the Red Mill building; and

WHEREAS, the Friends of the Red Mill will be the sponsor of the Haunted House and provide liability insurance to protect the City; and

WHEREAS, the City Manager has prepared a license agreement between the City and the Friends of the Red Mill to allow the use of the Red Mill Property as a haunted house and to protect the City from any claims associated with the event, a copy of the proposed license agreement is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes and directs the Mayor and City Clerk to sign the License Agreement to permit holding a haunted house at the Red Mill building, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: September 17, 2018

Monique I. Miller, City Clerk

LICENSE AGREEMENT

THIS AGREEMENT is made as of the ____ day of _____, 2018, between the City of Portland, a Michigan municipal corporation, the address of which is 259 Kent Street, Portland, Michigan 48875, Attn: City Manager (the “City”) and the Friends of the Red Mill, (the “Licensee”).

RECITALS

- A. The City owns certain real property commonly as known as the Red Mill located at 450 Water Street, Portland, Michigan (the “Red Mill”).
- B. The Licensee desires to use the Red Mill to hold a haunted house on the outside porch and a portion of the inside and to temporarily store construction materials for the haunted house inside the Red Mill prior to the event. The haunted house event will take place during the month of October.
- C. The City has agreed to grant a license to the Licensee to use the Red Mill for the purposes stated in paragraph B above subject to the terms of this Agreement.

NOW, THEREFORE, in consideration of the promises contained herein, the parties agree as follows:

1. License. The City grants the Licensee, and the Licensee accepts from the City, a revocable, non-transferable license to use the Red Mill to hold a haunted house on the outside porch and a portion of the inside and to temporarily store construction materials for the haunted house inside the Mill prior to the event. This is a license and the Licensee understands and agrees that it is only permission to temporarily use the Mill and does not constitute any legal or possessory interest in the site.
2. Use. The Licensee is permitted to use the Red Mill to hold a haunted house during the month of October 2018 and to temporarily store construction materials for the haunted house inside the Red Mill prior to the event subject to the following conditions:
 - i. Licensee shall not put any nails, screws or other fasteners into the wood porch or Red Mill building; and
 - ii. Licensee is responsible for clean-up and restoration of the property and shall leave the Red Mill in as good a condition as before the Licensee’s use.
3. Insurance. Licensee shall furnish a certificate of insurance showing that the Licensee has liability insurance in the minimum amount of \$1,000,000 per occurrence for bodily injury (including death).

4. Indemnification. The Licensee shall hold the City harmless from, indemnify it for and defend it against any and all liabilities, claims, damages, causes of action, losses, costs and expenses, including actual attorneys and other legal fees, for all injuries or death of any person, or damage to any property, occurring directly or indirectly from the Licensee's use of the Red Mill for the purposes stated in paragraph 2 above. It is the intention of both parties that the City shall not be liable or in any way responsible for any damage, loss or injury due to accident or mishap relating in any way to the use the Red Mill to hold a haunted house or to temporarily store construction materials for the haunted house inside the Red Mill prior to the event.
5. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to its subject matter and supersedes and replaces all other prior agreements as to its subject matter and it superseded and replaces all prior or contemporaneous agreements
6. Amendment. This Agreement may not be modified or amended except in writing signed by the parties.
7. Governing Law. This Agreement shall be construed and enforced under the laws of the State of Michigan.

IN WITNESS WHEREOF, the parties have caused this License to be signed as of the date and year first written above.

WITNESSES:

CITY OF PORTLAND

Monique I. Miller

James E. Barnes, Mayor

LICENSEE:

FRIENDS OF THE RED MILL

BY: _____
Noreen Logel

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Tuesday, September 4, 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; VISTA Volunteer Dana Hengesbach

Guests: None

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

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

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman stated that the power outage that occurred yesterday, on Labor Day, lasted approximately one minute and was due to a failure on Consumers Energy's transmission lines.

Cook Brothers has begun the site work for the updates to the DPW complex. The purchase order to McKearney Asphalt & Sealing, Inc, included in the Consent Agenda, is for the asphalt paving of the parking lot. The new salt barn and vehicle storage building will be constructed in the next few weeks.

The construction of the Sparrow Access Road located off from Cutler Rd. is approximately 4 days ahead of schedule; the project is moving along well.

City Manager Gorman stated that the SAW Grant provides for GIS mapping of the wastewater and stormwater systems. He recently held a meeting to discuss the possibility of including GIS mapping of the water and electrical systems as well. It looks as if the water system mapping will not be an issue. The mapping of the electrical system previously completed by GRP Engineering may also be able to be incorporated.

City Manager Gorman noted that he will be seeking RFQ's, Request for Qualifications, for the managerial operations of the Wastewater Treatment Plant in anticipation of the pending retirement of Wastewater Superintendent Sherman.

The Planning Commission will hold a Special Meeting on Wednesday, September 19, 2018 at 7:00 P.M. to consider a request for a Special Land Use Permit for an Adult Foster Care Congregate

Facility for the property located at 223 Charlotte Hwy., to expand the current adult foster care center from 20 residents to a maximum of 30 residents, per Section 42-341 (b) of the Zoning Ordinance.

Under Presentations, DDA/Main Street Director Conner Wellman presented her report on downtown activities. Beerfest was a fantastic event with a 42% increase in attendance. The Veteran’s Bridge facelift and lamp post painting project is almost complete. Representatives of both Michigan Main Street and National Main Street visited Portland last week. They are looking to personalize their services rather than asking each community to complete the same overall services.

Director Conner Wellman introduced Dana Hengesbach, a volunteer with VISTA, who officially started working with her last week. She will be working with Director Conner Wellman and the teams to build programs that stabilize and assist businesses.

Ms. Hengesbach introduced herself and provided her background and connection with the community of Portland.

Under New Business, the Second Reading and consideration of Ordinance 175LL to amend Sections 42-6, 42-131, 42-132 (c)(3), and 42-341 (b) of the Portland City Code of Ordinances as recommended by the Planning Commission to provide for Adult Foster Care Congregate facilities. City Manager Gorman explained that the proposed amendment is related to the Portland Assisted Living & Memory Center’s interest in expanding. The current ordinance definition limits their facility to 20 beds which mirrors state law. The proposed definition would allow them and anyone else in this situation to offer more than 20 beds.

Motion by VanSlambrouck, supported by Fitzsimmons, to adopt Ordinance 175LL to amend Sections 42-6, 42-131, 42-132 (c)(3), and 42-341 (b) of the Portland City Code of Ordinances.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-67 to approve a Wastewater Discharge Permit for THK Rhythm Automotive as required by the City of Portland Sewer Use Ordinance, Section 40-119.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 18-67 approving, authorizing, and directing the Mayor and Clerk to sign a Wastewater Discharge Permit for THK Rhythm Automotive.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 18-68 to approve Pay Request No. 1 in the amount of \$149,878.29 to CL Trucking, Inc. for work done on the City Development & Utility Extension Project for construction of an access street on the City property near Cutler Rd. The City Engineer on the project has reviewed the pay request and is recommending its approval.

Motion by Johnston, supported by Baldyga, to approve Resolution 18-68 approving Pay Request No. 1 to CL Trucking, Inc. for work done on the City Development & Utility Extension Project.

Yeas: Johnston, Baldyga, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-69 a Resolution to Support the Grand River Water Trail.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 18-69 a Resolution to Support the Grand River Water Trail.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Baldyga, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on August 20, 2018, payment of invoices in the amount of \$148,846.49 and payroll in the amount of \$106,955.84 for a total of \$255,802.33. Purchase orders to Michigan Agribusiness Solutions in the amount of \$10,919.10 for Biosolids Liquid Land Application, Greg Cook Builders in the amount of \$11,203.60 for painting of light posts, Resco in the amount of \$15,570.00 for LED street lights, and McKearney Asphalt & Sealing, Inc. in the amount of \$40,290.00 for paving of the DPW parking lot were also included.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that he has received many compliments from residents on the repainting of the lamp posts.

He also stated that the implementation of LED lights in some of the street lights throughout town is an exciting initiative that has been well planned and thought out by Electric Superintendent Mike Hyland.

Under Council Comments, Council Member Johnston stated that Chris August will perform a free concert on Wednesday, September 26, 2018 at the Epic Eagle Church.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:34 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the September 4, 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; DDA/Main Street Director Conner Wellman; VISTA Volunteer Dana Hengesbach

Presentation - DDA/Main Street Director Conner Wellman presented her report on downtown activities.

Second Reading and Consideration of Ordinance 175LL to amend Sections 42-6, 42-131, 42-132 (c)(3), and 42-341 (b) of the Portland City Code of Ordinances as recommended by the Planning Commission to provide for Adult Foster Care Congregate facilities.

All in favor. Adopted.

Approval of Resolution 18-67 approving, authorizing, and directing the Mayor and Clerk to sign a Wastewater Discharge Permit for THK Rhythm Automotive.

All in favor. Adopted.

Approval of Resolution 18-68 approving Pay Request No. 1 to CL Trucking, Inc. for work done on the City Development & Utility Extension Project.

All in favor. Adopted.

Approval of Resolution 18-69 a Resolution to Support the Grand River Water Trail.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:34 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
B&W AUTO SUPPLY, INC.	00030	SUPPLIES & PARTS - CEM, PARKS, REC, AMB, MTR P	545.63
CULLIGAN	02130	WATER - CITY HALL	13.00
DORNBOS, SIGN & SAFETY, INC.	00067	SUPPLIES - MAJ STS	30.50
DORNBOS, SIGN & SAFETY, INC.	00067	SUPPLIES - MAJ STS	89.85
FREDRICKSON SUPPLY LLC	02104	BALL VALVE - MTR POOL	50.71
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	499.00
INTERSTATE BILLING SVC	00202	SERVICE CALL - MTR POOL	339.92
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	3,050.00
MODERN MARKETING INC.	01755	ANTIMICROBRIAL SCRUBS - POLICE	78.58
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	317.38
PRIORITY HEALTH	MISC	AMBULANCE REFUND - AMBULANCE	111.86
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.90
ROBERT W LAMSON PHD	MISC	EXAM - POLICE	465.00
STATE OF MICHIGAN	00428	DRINKING WATER CERTIFICATION - WATER	95.00
SUPERIOR ASPHALT INC	02348	MILL & FILL LYONS RD AND LOOKING GLASS - MAJ S	9,337.50
STAR THOMAS	01654	POSTAGE AND CHAIR REIMB. - POLICE	393.75
USA BLUEBOOK	01850	LIFT STATION DEGREASER AND COVERALLS - WASTE W	451.46
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	TELEPHONE & DATA SVC - VARIOUS DEPTS	751.05
WALKER PROCESS EQUIPMENT	MISC	QTY 5 MK 50-4 SKIMMER WIPER - WASTE WTR	238.61
JOHN PAUL WERNET	02491	CLOTHING ALLOWANCE - ELECTRIC	200.00
CL TRUCKING & EXCAVATING, LLC	00066	PAY 1 ON SPARROW RD - LOC STS, WW RES 18-68	149,878.29
MAY BUILDERS	MISC	REPAIR DOOR AT PAMA BUILDING - COMM PROMO	2,828.75
AMY GUILFORD	MISC	RED MILL PAVILION RENTAL REFUND- GENERAL	250.00
PLB PLANNING GROUP LLC	02504	ZONING SERVICES - CODE	5,487.75
SENTINEL-STANDARD, INC.	00212	LEGAL NOTICE - CODE	125.75
PLEUNE SERVICE COMPANY INC.	00741	FIX THERMASTAT ON 2ND FLR OF CITY HALL- CITY H	331.00
PLEUNE SERVICE COMPANY INC.	00741	REPLACE COMPRESSOR & FLUSH SYSTEM - CITY HALL	3,422.36
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICES - POLICE	230.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
SHERWIN-WILLIAMS	01746	PAINT FOR PARKING LOT LINES - PARKS	651.26
FENCE CONSULTANTS	MISC	TEMPORARY FENCE RENTAL - GENERAL	660.00
USA BLUEBOOK	01850	CHEMICALS - WATER	116.13
CULLIGAN	02130	WATER - CEM, PARKS	13.00
FORTE PAYMENT SYSTEMS	02522	CC CHARGES - REC	152.95
MARK SPOHN	02110	MOWING LEIK'S GROVE - COMM PROMO	115.00
LITE'S PLUS	00243	LED LIGHTS - MAJ STS	111.49
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	12,523.31
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	12,497.71
BRIAN RUSSELL	00593	OFFICIALS - REC	168.00
NATHAN LEHNERT	02496	OFFICIALS - REC	32.00
KATELYN RUSSELL	02457	OFFICIALS - REC	24.00
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES - VARIOUS DEPTS	547.12
GROSS MACHINE SHOP	00180	REPAIR TO LEAF MACHINE - MTR POOL	80.10
FAMILY FARM & HOME	01972	HARDWARE - MAJ STS	15.45
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	784.36
AXON ENTERPRISES INC.	02494	TASER BATTERY - POLICE	62.00
CINTAS-725	00083	UNIFORM AND RUG CLEANING - VARIOUS DEPTS	895.44
THE RAPID GROUP LLC	MISC	SHRED DOCUMENTS - GENERAL	57.20
CENTURYLINK	01567	PHONES - VAROUS DEPTS	3.69
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	425.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	180.00
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	41.81
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	8.48
WOW! INTERNET-CABLE PHONE	02132	INTERNET - MTR POOL	15.00
Total:			\$210,079.10

**BI-WEEKLY
WAGE REPORT
September 10, 2018**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,370.22	56,824.00	2,813.66	14,398.91	12,183.88	71,222.91
ASSESSOR	1,022.76	6,042.15	78.24	462.23	1,101.00	6,504.38
CEMETERY	4,047.56	24,364.43	1,579.45	5,824.47	5,627.01	30,188.90
POLICE	13,923.91	97,076.83	4,170.73	23,284.94	18,094.64	120,361.77
CODE ENFORCEMENT	640.67	3,979.59	195.72	844.96	836.39	4,824.55
PARKS	2,551.24	18,487.19	441.72	2,438.27	2,992.96	20,925.46
INCOME TAX	2,073.05	12,595.81	982.51	4,286.59	3,055.56	16,882.40
MAJOR STREETS	3,836.25	23,204.27	2,622.14	10,833.55	6,458.39	34,037.82
LOCAL STREETS	1,920.11	16,540.02	1,408.87	6,045.41	3,328.98	22,585.43
RECREATION	2,232.56	13,434.59	555.64	2,559.37	2,788.20	15,993.96
AMBULANCE	11,472.24	66,813.06	2,547.36	12,669.53	14,019.60	79,482.59
DDA	2,220.47	14,152.16	397.48	2,543.17	2,617.95	16,695.33
ELECTRIC	15,392.19	91,207.53	5,496.29	22,592.86	20,888.48	113,800.39
WASTEWATER	10,145.98	56,068.83	3,466.44	13,594.17	13,612.42	69,663.00
WATER	5,093.77	29,633.48	2,220.35	9,977.99	7,314.12	39,611.47
MOTOR POOL	2,316.17	12,501.06	1,711.44	5,460.53	4,027.61	17,961.59
TOTALS:	88,259.15	542,925.00	30,688.04	137,816.95	118,947.19	680,741.95

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 9/13/18
MEETING DATE 9/17/18

Fund	Description	Beginning Balance 8/29/18	Total Cash in	Total Cash out	Cash Balance 9/13/18	Time Certificates	Ending Balance 9/13/18
101	GENERAL FUND	1,996,506.03	198,249.10	(160,141.64)	2,034,613.49	235,000.00	2,269,613.49
105	INCOME TAX FUND	103,180.13	880.70	(3,864.56)	100,196.27	10,000.00	110,196.27
150	CEMETERY PERPETUAL CARE FUND	50,297.51	250.00	-	50,547.51		50,547.51
202	MAJOR STREETS FUND	222,026.84	67,076.69	(13,187.12)	275,916.41		275,916.41
203	LOCAL STREETS FUND	100,152.72	19,586.07	(10,262.39)	109,476.40		109,476.40
208	RECREATION FUND	4,738.01	6,000.21	(4,338.96)	6,399.26		6,399.26
210	AMBULANCE FUND	140,803.03	29,445.74	(41,273.70)	128,975.07		128,975.07
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	193,574.35	-	(2,617.95)	190,956.40		190,956.40
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	(620.80)	-	-	(620.80)		(620.80)
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	500,258.99	-	-	500,258.99		500,258.99
520	REFUSE SERVICE FUND	22,875.41	3,331.11	(270.10)	25,936.42		25,936.42
582	ELECTRIC FUND	787,334.40	97,493.98	(95,594.33)	789,234.05	530,000.00	1,319,234.05
590	WASTEWATER FUND	(102,936.08)	17,700.66	(40,745.59)	(125,981.01)		(125,981.01)
591	WATER FUND	81,301.28	16,272.73	(27,031.22)	70,542.79	420,000.00	490,542.79
661	MOTOR POOL FUND	2,369.73	8,786.16	(9,275.03)	1,880.86		1,880.86
703	CURRENT TAX FUND	265,153.48	1,243,987.00	(308,404.14)	1,200,736.34		1,200,736.34
	TOTAL - ALL FUNDS	4,370,377.28	1,709,060.15	(717,006.73)	5,362,430.70	1,195,000.00	6,557,430.70
						ELECTRIC-RESTRICTED CASH	400,000.00
						CUSTOMER DEPOSIT CD	170,000.00
						PERPETUAL CARE CD	130,000.00
						INCOME TAX SAVINGS	904,081.52
						ELECTRIC-PRIN & INT ESCROW	164,651.61
						WASTEWATER DEBT ESCROW	251,821.71
						WASTEWATER REPAIR ESCROW	25,498.92
						DDA-PRIN & INT ESCROW	501.77
							8,603,986.23

*Customer Deposit Breakdown

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

ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
PERPETUAL CARE CD	130,000.00	130,000.00
INCOME TAX SAVINGS	904,081.52	904,081.52
ELECTRIC-PRIN & INT ESCROW	164,651.61	164,651.61
WASTEWATER DEBT ESCROW	251,821.71	251,821.71
WASTEWATER REPAIR ESCROW	25,498.92	25,498.92
DDA-PRIN & INT ESCROW	501.77	501.77
		<u>8,603,986.23</u>

City Of Portland
 Water Department
 Monthly Water Report
 August 2018

Monthly Water Production

Daily Water Production

Well #4	3,644,000 Gallons	Well #4	117,548 Gallons
Well #5	0 Gallons	Well #5	0 Gallons
Well #6	10,259,000 Gallons	Well #6	330,935 Gallons
Well #7	43,000 Gallons	Well #7	1,387 Gallons

Daily Average Water Production for All Wells 449,870 Gallons

Total Water Production for the Month 13,946,000 Gallons

Total Water Production for the Previous Month 17,447,000 Gallons

Total Production decreased by 3,501,000 Gallons

Total Production for This Month from the Previous Year 14,455,000 Gallons

Total Production decreased by 509,000 Gallons

Rodney D. Smith Jr.
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR AUGUST 2018

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated **10.4 million gallons** and discharged **7.9 million gallons** for the month of August. The CBOD were 4 ppm, the Total Suspended Solids were 9 ppm, the phosphorus was 0.9 ppm, and the Fecal Coliform was 139 counts/100ml.

The following three items were planned and budgeted for the 2018 year:

1. The WWTP scheduled the sludge hauling a month early in August to allow for the cleaning of the Primary Digester. This gives us an extra month of warm weather in which we can restart the digester and work towards methane gas production.
2. While the digester was down for cleaning, we had the sludge boiler/heat exchanger flues professionally cleaned and inspected. The annual CSD-1 boiler inspection was also done at this time.
3. Hydro Dynamics was here this month to perform the annual WWTP pump maintenance and inspections. We also had them perform the same on the two pumps at the Riverside lift station.

The WWTP workers removed our items from the old gray shed at the DPW to allow the DPW project to proceed on schedule.

The WWTP split samples with THK to run our own analysis to verify the constituents of their discharge to the City's collection system. After obtaining the results, the new three year Discharge Permit for THK was prepared and presented to City Council for approval. The new permit will become effective 10/1/2018.

Maintenance & Capitol Expenses for August 1, 2018 to August 31, 2018

ITEM	COST
Tom's Do It Center – Sump Pump, Cement Screws, and Paint Brushes	\$ 183.44
USA Bluebook – Tyveks, Lift Station Degreaser, DO Sensor cap, etc.	\$ 1362.53

Polydyne – Polymer for thickener	\$ 1822.50
Grainger – Light Ballast & fuses	\$ 34.36
Pleune Service Co – CSD-1 inspection	\$ 400.00
Rural Gas – LP Gas for Cutler Lift Station Generator	\$ 522.54
Family Farm & Home – Silicone caulk	\$ 22.96
MI Agri Business – Sludge hauling & Digester cleaning	\$ 12569.10
Hydro Dynamics – Annual pump Maintenance & inspection	\$ 2185.00
Municipal Supply – 1 ½” hose fitting	\$ 51.05
Jack Doheny – Tony Smith PACP, LACP, & MACP Training	\$ 975.00
Total Monthly Expenses	\$ 20128.48
Total Spent YTD	\$ 21845.97

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	2205 ft.
Routine cleaning	0 ft.
Sewer call outs due to building services	0
Sewer call outs due to plugged City main	1
New connections to sewer main	0
Building Services Televised	1
Building Services Inspected	0
City Main Televised	0

SEWER CALLOUTS

August 8, 2018

A call was received at the WWTP from a homeowner on Quarterline Street that they had sewage backing into their basement. Two WWTP operators were dispatched to the scene with the Vac truck to investigate. They found that sewage was backing up in the city main. They used the Vac truck to clear the blockage and clean the line. No damages were noted to the home.

Respectively Submitted,
 Doug Sherman
 WWTP Superintendent



Portland Area Fire Authority
Regular Board Meeting
Tuesday September 4th. 2018
6:00pm

Call to Order – Pledge of Allegiance

Roll Call

Public Comment

Agenda Approval

Approval of Minutes

Financial Report

Approval of Bill Payment

Correspondence

Chief Report -

Committee Reports:

- Insurance
- Policy & Procedure
- Budget -
- Personnel -

Old Business:

- Any Truck Updates
- Budget amendments/Audit news

New Business

Board Comment / Public Comment

Adjournment



Portland Area Fire Authority
Regular Board Meeting
Tuesday August 7th. 2018 at 6:00 pm

Call to Order – Pledge of Allegiance

Meeting called to order at 6:07 pm. The Pledge of Allegiance was observed.

Roll Call

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

Public Comment

None

Agenda Approval

Mr. Ackerson moved to approve the agenda. Mr. Platte supported. **Motion carried.**

Approval of Minutes

Mr. Jensen moved to approve the minutes. Mr. Stegenga supported. **Motion carried.**

Financial Report

Mr. Jensen gave an overview of the Financial Report. Mr. Ackerson moved to approve the Financial Report. Mr. Stegenga supported. **Motion carried.**

Approval of Bill Payment

Mr. Jensen moved to approve payment of the bills presented in the amount of \$8085.22. Mr. Platte supported. **Motion carried.**

Correspondence

Minutes of the members July 2018 meeting.

Chief Report –

Extrication tools that were to be included in the truck production were advanced and will be delivered August 8th. The costs will be deducted from the final price of the truck for payment now.

Boat is fixed. Engine was fixed by a Danby resident at no cost as a service to the Department.

Committee Reports:

- Insurance - None
- Policy & Procedure - None
- Budget - None
- Personnel - None

Old Business:

- Any Truck Updates

At the production meeting with the chassis manufacturer, powder coating the frame was recommended and accepted for \$1800. A few compartments were reconfigured, added shocks for ride, and a few other minor items for minimal or no cost.

- Budget amendments

The budget amendments also include making provision for the DNR reimbursement for the grant for radios that will come in the upcoming budget. Mr. Ackerson moved to approve the budget amendments as presented. Mr. Platte supported. **Motion carried.**

New Business

None

Board Comment / Public Comment

None

Adjournment

Mr. Stegenga moved to adjourn. Mr. Ackerson supported. **Motion carried.**
Meeting adjourned at 6:40 pm.

Next meeting, September 4, 2018 at 6:00 pm at Portland City Hall.

Respectfully submitted



Kathy Parsons, Secretary

Balances as of September 1st 2018	City of Portland	Danby	Portland		
	42.08%	23.44%	34.48%		
955 – 960	\$ 287,455.00				
	Budget	Spent	Remaining	% Spent	
Spent 17.25% of Total Expense budget YTD so in good shape	\$ 149,025.00	\$ 25,755.09	\$ 123,269.91	17.28%	
New Items of interest or not on track.					
Past Items of interest or not on track.					
737 - Brush 8- 1994 Grass Rig	\$ 400.00	\$ 208.39	191.61	52.10%	
752 - Respiratory Program	\$ 2,000.00	\$ 2,026.00	\$ (26.00)	101.30%	
820 - Trash Removal/Sanitation	\$ 300.00	\$ 300.00	\$ -	100.00%	
841 - Vehicle Insurance	\$ 10,000.00	\$ 12,348.00	\$ (2,348.00)	123.48%	
851 - Internet Expense	\$ 150.00	\$ 121.50	\$ 28.50	81.00%	
853 - Telephone/Internet	\$ 1,400.00	\$ 1,327.00	\$ 73.00	94.79%	
977 - Office Equipment/Furniture	\$ 2,000.00	\$ 1,949.94	\$ 50.06	97.50%	
Assets	This Month	Last Month	Change		
Total Assets -	\$ 987,170.92	\$ 936,864.31	\$ 50,306.61		
Total Liabilities -	\$ 29,723.94	\$ 6,042.67	\$ 23,681.27		
Total Equity -	\$ 957,446.98	\$ 930,821.64	\$ 26,625.34		
Bills to Approve	\$ 32,325.35	\$ 8,085.22	\$ 24,240.13		
Rescue Equipment	\$ 28,866.20				
Misc. Account Balances	This Month	Last Month	Change		
103 - Capital Outlay fund Balance – Assigned	\$ 213,729.27	\$ 213,729.27	\$ -		
105 - Operating Fund Balance	\$ 112,785.51	\$ 112,785.51	\$ -		
435 – Capital Outlay Fund Balance		\$ 114,023.23	\$ 114,023.23		
438 – Operating fund Balance		\$ 69,191.56	\$ 69,191.56		
979 – Vehicle Replacement Fund	\$ -	\$ -	\$ -		
Budget amendments					

Portland Area Fire Authority
Balance Sheet Prev Year Comparison
As of August 31, 2018

	<u>Aug 31, 18</u>	<u>Aug 31, 17</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
100 · Huntington Checking #1823	27,670.58	45,072.79	-17,402.21	-38.61%
102 · Huntington Savings #2589				
103 · Capital Outlay Fund - Assigned	213,729.27	138,910.20	74,819.07	53.86%
105 · Operating Fund Balance	112,285.51	63,004.35	49,281.16	78.22%
106 · Equipment Funds	4,613.80	4,606.53	7.27	0.16%
Total 102 · Huntington Savings #2589	<u>330,628.58</u>	<u>206,521.08</u>	<u>124,107.50</u>	<u>60.09%</u>
108 · Petty Cash Acct #1836	669.83	650.42	19.41	2.98%
Total Checking/Savings	<u>358,968.99</u>	<u>252,244.29</u>	<u>106,724.70</u>	<u>42.31%</u>
Accounts Receivable				
110 · Accounts Receivable	47,085.16	0.00	47,085.16	100.0%
Total Accounts Receivable	<u>47,085.16</u>	<u>0.00</u>	<u>47,085.16</u>	<u>100.0%</u>
Other Current Assets				
115 · Misc. A/R's	2,614.00	2,500.00	114.00	4.56%
Total Other Current Assets	<u>2,614.00</u>	<u>2,500.00</u>	<u>114.00</u>	<u>4.56%</u>
Total Current Assets	<u>408,668.15</u>	<u>254,744.29</u>	<u>153,923.86</u>	<u>60.42%</u>
Fixed Assets				
150 · Fixed Assets				
153 · Equipment	395,806.66	359,780.66	36,026.00	10.01%
155 · Furniture	1,799.95	1,799.95	0.00	0.0%
156 · Software	2,695.00	2,695.00	0.00	0.0%
157 · Vehicles	339,372.00	339,372.00	0.00	0.0%
158 · Accum. Amortization	-2,695.00	-2,695.00	0.00	0.0%
159 · Accum. Depreciation	-158,556.67	-108,177.99	-50,378.68	-46.57%
Total 150 · Fixed Assets	<u>578,421.94</u>	<u>592,774.62</u>	<u>-14,352.68</u>	<u>-2.42%</u>
Total Fixed Assets	<u>578,421.94</u>	<u>592,774.62</u>	<u>-14,352.68</u>	<u>-2.42%</u>
Other Assets				
180 · Prepaid Expenses	80.83	80.83	0.00	0.0%
Total Other Assets	<u>80.83</u>	<u>80.83</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u><u>987,170.92</u></u>	<u><u>847,599.74</u></u>	<u><u>139,571.18</u></u>	<u><u>16.47%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200 · Accounts Payable	29,586.57	5,767.11	23,819.46	413.02%
Total Accounts Payable	<u>29,586.57</u>	<u>5,767.11</u>	<u>23,819.46</u>	<u>413.02%</u>
Other Current Liabilities				
205 · Payroll Liabilities				
City Withholding	20.60	11.34	9.26	81.66%
Federal Withholding	0.00	11.00	-11.00	-100.0%
Medicare EE	0.00	14.99	-14.99	-100.0%
Medicare ER	0.00	14.99	-14.99	-100.0%
MI Withholding	116.77	79.34	37.43	47.18%
Social Security EE	0.00	64.06	-64.06	-100.0%
Social Security ER	0.00	64.06	-64.06	-100.0%
Total 205 · Payroll Liabilities	<u>137.37</u>	<u>259.78</u>	<u>-122.41</u>	<u>-47.12%</u>
210 · Accrued Payroll	0.00	1,257.89	-1,257.89	-100.0%
Total Other Current Liabilities	<u>137.37</u>	<u>1,517.67</u>	<u>-1,380.30</u>	<u>-90.95%</u>
Total Current Liabilities	<u>29,723.94</u>	<u>7,284.78</u>	<u>22,439.16</u>	<u>308.03%</u>
Total Liabilities	<u>29,723.94</u>	<u>7,284.78</u>	<u>22,439.16</u>	<u>308.03%</u>
Equity				
320 · Retained Earnings	940,915.83	792,706.41	148,209.42	18.7%

Portland Area Fire Authority
Balance Sheet Prev Year Comparison
As of August 31, 2018

	<u>Aug 31, 18</u>	<u>Aug 31, 17</u>	<u>\$ Change</u>	<u>% Change</u>
Net Income	16,531.15	47,608.55	-31,077.40	-65.28%
Total Equity	957,446.98	840,314.96	117,132.02	13.94%
TOTAL LIABILITIES & EQUITY	<u>987,170.92</u>	<u>847,599.74</u>	<u>139,571.18</u>	<u>16.47%</u>

Portland Area Fire Authority
 Profit & Loss Budget vs. Actual

	<u>Jul - Aug 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
400 - Contributions/Grants				
405 - City of Portland - 42.08%	30,240.28	120,961.06	-90,720.78	25.0%
410 - Danby Township - 23.44%	16,844.88	67,379.46	-50,534.58	25.0%
415 - Portland Twp - 34.48%	24,778.62	99,114.48	-74,335.86	25.0%
Total 400 - Contributions/Grants	<u>71,863.78</u>	<u>287,455.00</u>	<u>-215,591.22</u>	<u>25.0%</u>
430 - Fund Balances				
433 - Net Capital Asset Balance	0.00	0.00	0.00	0.0%
Total 430 - Fund Balances	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
440 - Interest	43.60			
450 - Rebates/Refunds	1,195.00			
Total Income	<u>73,102.38</u>	<u>287,455.00</u>	<u>-214,352.62</u>	<u>25.43%</u>
Expense				
700 - Salaries				
703 - Chief Salary	833.33	10,000.00	-9,166.67	8.33%
704 - Assistant Chief	0.00	2,100.00	-2,100.00	0.0%
705 - Officers	0.00	5,190.00	-5,190.00	0.0%
707 - FireFighters	1,125.07	33,600.00	-32,474.93	3.35%
708 - Apparatus Maintenance Wages	200.00	2,460.00	-2,260.00	8.13%
Total 700 - Salaries	<u>2,158.40</u>	<u>53,350.00</u>	<u>-51,191.60</u>	<u>4.05%</u>
710 - Fringe Benefits				
711 - Workers Comp	2,144.00	4,500.00	-2,356.00	47.64%
712 - FICA	165.08	4,300.00	-4,134.92	3.84%
Total 710 - Fringe Benefits	<u>2,309.08</u>	<u>8,800.00</u>	<u>-6,490.92</u>	<u>26.24%</u>
720 - Office Supplies	119.08	800.00	-680.92	14.89%
728 - Dues & Subscriptions	0.00	300.00	-300.00	0.0%
730 - Operating Expenses				
732 - Engine 11-1991 Pumper	0.00	5,000.00	-5,000.00	0.0%
733 - Engine 1-1999 Rescue Pumper	0.00	3,000.00	-3,000.00	0.0%
736 - Brush 6- 1994 Grass Rig	0.00	400.00	-400.00	0.0%
737 - Brush 8- 1994 Grass Rig	208.39	400.00	-191.61	52.1%
738 - Brush 12- 1996 DNR Grass Rig	0.00	400.00	-400.00	0.0%
740 - Car 4 - Excursion- Support	0.00	300.00	-300.00	0.0%
743 - Marine 1- Zodiace Boat w/ motor	95.21	200.00	-104.79	47.61%
744 - Old Engine 1- 1942 Pumper	0.00	500.00	-500.00	0.0%
745 - Tanker 9 - 2015	450.72	1,000.00	-549.28	45.07%
Total 730 - Operating Expenses	<u>754.32</u>	<u>11,200.00</u>	<u>-10,445.68</u>	<u>6.74%</u>
746 - Turnout Gear	65.00	11,100.00	-11,035.00	0.59%
747 - Uniforms	0.00	800.00	-800.00	0.0%
748 - Gas & Fuel	351.09	1,500.00	-1,148.91	23.41%
750 - Employee Program				
752 - Respiratory Program	2,026.80	2,000.00	26.80	101.34%
753 - Health Testing	61.50	700.00	-638.50	8.79%

Portland Area Fire Authority
 Profit & Loss Budget vs. Actual

	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
Total 750 · Employee Program	2,088.30	2,700.00	-611.70	77.34%
770 · Equipment Maintenance	24.75	1,000.00	-975.25	2.48%
780 · Maintenance Agreements	1,030.00	8,200.00	-7,170.00	12.56%
790 · Building Maintenance	475.54	1,500.00	-1,024.46	31.7%
800 · Professional Services				
801 · Accounting Services	800.00	4,800.00	-4,000.00	16.67%
803 · Computer Consulting	0.00	1,500.00	-1,500.00	0.0%
804 · Legal Services	0.00	500.00	-500.00	0.0%
Total 800 · Professional Services	800.00	6,800.00	-6,000.00	11.77%
810 · Advertising	0.00	500.00	-500.00	0.0%
815 · Audit Services	0.00	2,700.00	-2,700.00	0.0%
820 · Trash Removal/Sanitation	300.00	300.00	0.00	100.0%
824 · Training	695.00	4,875.00	-4,180.00	14.26%
840 · Insurance Expenses				
841 · Vehice Insurance	12,348.00	10,000.00	2,348.00	123.48%
842 · Building Insurance	0.00	500.00	-500.00	0.0%
843 · Liability Insurance	0.00	5,800.00	-5,800.00	0.0%
Total 840 · Insurance Expenses	12,348.00	16,300.00	-3,952.00	75.76%
850 · Communication Expenses				
851 · Internet Expense	121.12	150.00	-28.88	80.75%
852 · Radios/Pagers	0.00	2,500.00	-2,500.00	0.0%
853 · Telephones/Internet	1,334.00	1,400.00	-66.00	95.29%
Total 850 · Communication Expenses	1,455.12	4,050.00	-2,594.88	35.93%
880 · Inner Department Expenses				
881 · Fire Safety & Prevention	0.00	750.00	-750.00	0.0%
882 · S.C.B.A Program	54.72	2,000.00	-1,945.28	2.74%
883 · HazMat Program	0.00	0.00	0.00	0.0%
Total 880 · Inner Department Expenses	54.72	2,750.00	-2,695.28	1.99%
920 · Utilities Expense				
922 · Gas & Electric	641.43	8,000.00	-7,358.57	8.02%
923 · Water & Sewer	85.26	850.00	-764.74	10.03%
924 · Water - Fires and Training	0.00	150.00	-150.00	0.0%
Total 920 · Utilities Expense	726.69	9,000.00	-8,273.31	8.07%
955 · Board Supplies	0.00	500.00	-500.00	0.0%
960 · Depreciation	0.00	0.00	0.00	0.0%
Total Expense	25,755.09	149,025.00	-123,269.91	17.28%
Net Ordinary Income	47,347.29	138,430.00	-91,082.71	34.2%
Other Income/Expense				
Other Expense				
970 · Capital Outlay				
976 · Equipment Purchase	28,866.20	37,000.00	-8,133.80	78.02%
977 · Office Equipment/Furniture	1,949.94	2,000.00	-50.06	97.5%
978 · Vehicle Purchase	0.00	0.00	0.00	0.0%
979 · Vehicle Replacement Fund	0.00	99,430.00	-99,430.00	0.0%

Portland Area Fire Authority
Profit & Loss Budget vs. Actual

	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
Total 970 - Capital Outlay	30,816.14	138,430.00	-107,613.86	22.26%
Total Other Expense	30,816.14	138,430.00	-107,613.86	22.26%
Net Other Income	-30,816.14	-138,430.00	107,613.86	22.26%
Net Income	16,531.15	0.00	16,531.15	100.0%

Portland Area Fire Authority
List of Bills to be approved at the Meeting
Aug. 8 - Sept. 4, 2018

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
auto deduct	City of Portland	August	331.35
auto deduct	WOW!Business	modem	7.00
auto deduct	Superfleet/ Speedway LLC	auto deduct per speedway	351.09
EFTPS	EFTPS	46-0774317	433.16
EFTPS	EFTPS	46-0774317	261.10
<i>SUBTOTAL OF THE AUTOMATIC MONTHLY PAYMENTS</i>			<u>1,383.70</u>
2158	Krizov, Timothy M	August	626.99
2159	Lay, Nathan M	August	91.85
2160	Miller, Jason D	August	87.10
2161	Donbrock, David L	Tarps, Table, Lever	149.14
2162	Countryside Accounting	September Contract	400.00
2163	Gross Machine Shop	Repair 08/15	395.00
2164	Municipal Supply Co.	Scorpion, Black Frame w/Clear Lens	65.00
2165	Rescue Resources, LLC	Equipment	28,866.20
2166	SMG Ionia Occupational Health Services	Basic Exam - C Vos	61.50
2167	Spencer Manufacturing	Frain Valve Cable Replacement Kit Drain	198.87
<i>SUBTOTAL OF CHECKS TO BE REVIEWED AND SIGNED</i>			<u>30,941.65</u>
<i>GRAND TOTAL OF PAYMENTS TO BE APPROVED</i>			<u>32,325.35</u>

IONIA COUNTY BOARD OF COMMISSIONERS

**September 11, 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. Central Dispatch Update and Expand Security Camera/Door Lock System
 - B. Health Department Agreement with Michigan Department of Health and Human Services
 - C. Health Department Fee Schedule Addition
 - D. Health Department Affiliation Agreement with Eastern Michigan University Board of Regents
 - E. Commission on Aging contract on FY 2019 Older Americans Act Contract
 - F. Sheriff Office LexisNexis E-Citation Software
 - G. Sheriff Office and Health Dept. Arbor Circle Service Agreement
 - H. Request to fill four positions in Public Defenders office
 - I. Approval of Rail Trail agreement for Rail Trail North Phase
 - J. Acknowledgement of applications for appointment
 - 1. ARES/RACES Emergency Coordinator and Assistant Coordinator – Three year appointments.
 - 2. Commission on Aging Board – Three three-year appointments.
- 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

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2021.
- Construction Board of Appeals – Two two-year terms, expiring October 2019. One of these positions serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term expiring April 2020.
- Parks Advisory Board – One two-year term expiring January 2019, serving as a Member-at-Large from the Lyons Area.

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

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

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

September 18, 2018 - 3:00 p.m.
Conference Room – Central Dispatch Building

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Approval of Agenda
 - A. Consideration of additional items
- V. Public Comment
(3 minute time limit per speaker – please state name/organization)
- VI. Unfinished Business
 - A.
- VII. New Business
 - A. Dale Parus, Ionia Community Library Director - Update on Library project
 - B. 2019 Budget Discussions
 - 1. Road Commission
 - 2. Ionia County Economic Alliance
 - C. Departmental Reports
 - 1. Central Dispatch
 - 2. Information Technology
 - D.
- 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
 - A. Consider written legal opinion by County's Civil Attorney pursuant to MCL 15.268(h)
- XI. Adjournment

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE ELECTRIC
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20171**

- Consumers Energy Company requests Michigan Public Service Commission's approval to reconcile its Renewable Energy (RE) plan revenues and expenses for 2017.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276, (800) 477-5050 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The Prehearing conference in this matter will be held:

DATE/TIME: **Friday, September 14, 2018, at 9:00 A.M.**

BEFORE: Administrative Law Judge Suzanne D. Sonneborn

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's (Consumers Energy) July 2, 2018 application requesting the Commission to: 1) determine that Consumers Energy's 2017 RE cost reconciliation is reasonable and meets all relevant requirements under Act 295, as amended; 2) reconcile the pertinent revenues recorded and the allowance for the non-volumetric revenue recovery mechanism with the amounts actually expensed and projected according to Consumers Energy's plan for compliance; 3) establish a price per megawatt hour for renewable energy and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through the power supply cost recovery clause of \$79.19 per megawatt hour; 4) utilize surplus Energy Waste Reduction Credits from 2017 to offset future renewable energy requirements; and 5) other relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **September 7, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY
APPROVE, REJECT, OR AMEND PROPOSALS MADE BY
CONSUMERS ENERGY.]**

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE NATURAL GAS
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20287**

- Consumers Energy Company requests Michigan Public Service Commission's approval for determination of Credit B to reflect the effects of the federal Tax Cuts and Jobs Act of 2017.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276, (800) 477-5050 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The Prehearing conference in this matter will be held:

DATE/TIME: Tuesday, September 18, 2018, at 9:00 A.M.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's (Consumers Energy) August 27, 2018 application to retroactively address the impacts of federal corporate tax reduction arising from the Tax Cuts and Jobs Act of 2017 (TCJA) on its natural gas general base rates from January 1, 2018 through the end of Consumers Energy's June bill month. Consumers Energy requests the Commission to authorize and make effective its proposed Credit B refund amount over a six-month period starting with service on and after December 2018 through May 2019 and grant other relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **September 14, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department - Regulatory Group, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

[CONSUMERS ENERGY COMPANY HAS REQUESTED RATE ADJUSTMENTS AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED RATE ADJUSTMENTS AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER ADJUSTMENTS THAN THOSE REQUESTED, AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUESTED.]

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE ELECTRIC
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20275**

- Consumers Energy Company requests Michigan Public Service Commission for approval of an electric rate case self-implementation reconciliation for Case No. U-18322.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The Prehearing conference in this matter will be held:

DATE/TIME: Tuesday, September 18, 2018, at 10:00 A.M.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's (Consumers Energy) July 30, 2018 application (amended August 10, 2018), requesting Commission approval to: 1) issue the refund required pursuant to MCL 460.6a(2) with respect to the provisional rates implemented by Consumers Energy in Case No. U-18322 for the period October 1, 2017 through March 31, 2018 is \$33.6 million, which includes the over-recovery amount plus interest of approximately \$3,074,000, in the February 2019 billing month; 2) approve Consumers Energy's proposed integration of the remaining residual balances greater than \$50,000 in connection with the reconciliation of the self-implemented electric rate increase from September 1, 2016 to March 6, 2017 approved in Case No. U-18381 into its refund calculations; 3) direct that the refunded amounts be returned to customers during the February 2019 billing month by means of a negative surcharge added to customers' bills; 4) approve the negative surcharges included in the tariff sheet for the February 2019 billing month; and 5) other relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **September 11, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company Legal Department – Regulatory Department, One Energy Plaza, Suite EP11-223, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517)284-8130.

A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE, REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.]