



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

7:00 P.M. Monday, January 7, 2019
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>	
7:15 PM	VI. <u>Presentations</u>	
	A. DDA/Main Street Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:20 PM	A. Second Reading & Consideration of Ordinance 175MM to Amend the Code of Ordinances of the City of Portland by Adding a New Section Which New Section Shall be Designated as Section 42-318 of Chapter 42 of Said Code	Decision
7:25 PM	B. Proposed Resolution 19-01 Approving a Proposal from Inside Information to Conduct a Broadband Statistical Survey and Approving, Authorizing, and Directing the Mayor to Sign Same for the City of Portland	Decision
7:30 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on December 17, 2018	
	B. Payment of Invoices in the Amount of \$73,277.62 and Payroll in the Amount of \$95,179.24 for a Total of \$168,456.86	
	C. Purchase Orders over \$5,000.00	
	1. Michigan Wood Fibers in the Amount of \$13,450.00 to Grind Brush and Haul Chips	
	XI. <u>Communications</u>	
	A. PFAS Well #5 Confirmation Testing Results	
	B. Water Department Report for December 2018	
	C. Utility Billing Reports for November 2018	

<u>Estimated Time</u>
7:35 PM
7:40 PM
7:45 PM
7:50 PM

D. Ionia County Board of Commissioners Agenda for January 8, 2019

E. MPSC Notice of Hearing for Consumers Energy

XII. Other Business - None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

CITY OF PORTLAND
Ionia County, Michigan

Council Member _____, supported Council Member _____, moved the adoption of the following ordinance:

ORDINANCE NO. 175MM

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE
CITY OF PORTLAND BY ADDING A NEW SECTION WHICH NEW
SECTION SHALL BE DESIGNATED AS SECTION 42-318 OF CHAPTER
42 OF SAID CODE**

THE CITY OF PORTLAND ORDAINS:

Section 1. Addition of Section 42-318 to Chapter 42. Section 42-318, “Prohibition of Marihuana Establishments” is added to Chapter 42. “Zoning,” of the Code of Ordinances of the City of Portland to read as follows:

SECTION 42-318 PROHIBITION OF MARIHUANA ESTABLISHMENTS

- (A) Marihuana establishments, as authorized by and defined in the Michigan Regulation and Taxation of Marihuana Act (the “Act”), are prohibited in all zoning districts and shall not be permitted as home occupations under Section 42-302 of this Chapter.
- (B) No use that constitutes or purports to be a marihuana grower, marihuana safety compliance facility, marihuana processor, marihuana microbusiness, marihuana retailer, marihuana secure transporter or any other type of marihuana related business authorized by the Act, that was engaged in prior to the enactment of this Ordinance, shall be deemed to have been a legally established use under the provisions of the City Code of Ordinances; that use shall not be entitled to claim legal nonconforming status.
- (C) Violations of this section are subject to the violations and penalties pursuant to Section 42-36 of this Chapter and may be abated as nuisances.
- (D) This section does not supersede rights and obligations with respect to the transportation of marihuana by marihuana secure transporters through the City to the extent provided by the Act.

Section 2. Conflict and Repeal. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 3. Publication and Effective Date. The City Clerk shall cause this Ordinance to be published and recorded as provided in the City Charter and it shall take effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Section 4. Severability and Repeal. If any portion of this Ordinance shall be held to be unlawful, the remaining portions shall remain in full force and effect.

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

Dated:

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced:

Adopted:

Published:

Effective:

CERTIFICATION

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

Dated: _____, 2018

Monique I. Miller, Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-01

A RESOLUTION APPROVING A PROPOSAL FROM INSIDE INFORMATION TO CONDUCT A BROADBAND STATISTICAL SURVEY AND APPROVING, AUTHORIZING, AND DIRECTING THE MAYOR TO SIGN SAME FOR THE CITY OF PORTLAND

WHEREAS, the City has identified the need to explore communications and broadband infrastructure alternatives for the City of Portland for continued economic development and service to its residents; and

WHEREAS, City Council authorized Pulse Broadband to conduct a Communications and Broadband Infrastructure Feasibility Study which demonstrated that such a project is feasible; and

WHEREAS, the next step would involve conducting a statistically valid survey to verify residents' attitudes regarding broadband and their likelihood to purchase new service; and

WHEREAS, the City Manager has sought proposals and recommends that City Council approve the proposal from Inside Information to conduct a broadband statistical survey in the amount of \$8,300.00, a copy of the proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the proposal from Inside Information to conduct a broadband statistical survey in the amount of \$8,300.00 and approves, authorizes and directs the Mayor to sign same, a copy of the proposal is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: January 7, 2019

Monique I. Miller, City Clerk



(a solutions company)

Broadband Market Feasibility Research

Proposal for Services

Prepared for:



ISSUED:

01.02.2019

VALID TO:

05.01.2019

Overview

City of Portland has asked Inside Information for a proposal to conduct a Broadband Feasibility Survey as part of the strategic analysis of the market. Deliverables, timeline and pricing for the project are outlined below.

Formed in 1995, Inside Information has provided consumer surveying, data collection and marketing services including many similar broadband research projects for more than 300 utilities in 34 states. References are provided at the end of this document.

Execution and Scope of Project

Inside Information will operate as an outside contractor to conduct the survey project and would execute a confidentiality agreement with City of Portland. The broadband market feasibility survey will determine statistically valid responses in areas such as –

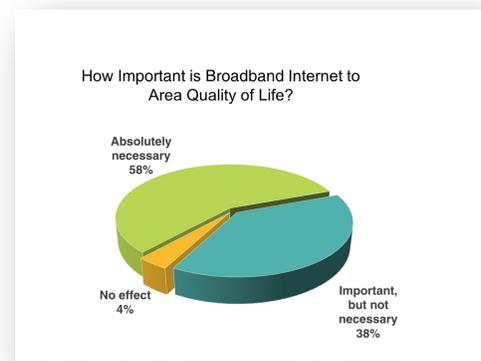
- interest in broadband internet service, including switching from existing service
- interest in high speed service at various price points
- type of existing internet connection (if any)
- characteristics of internet usage
- satisfaction and expectations regarding internet service
- demographics

Sampling

Inside Information will handle the list development, selecting random sample large enough to complete desired number of completions. A survey with 300 completed surveys to a randomly selected group of households yields a margin of error of (+/-) 5.3% at 95% confidence.

Survey Document

The survey will be designed with a maximum telephone call length of seven minutes. Inside will consult with City of Portland on survey objectives and unique project details and work with staff to develop the survey instrument.





Process

Inside will conduct the survey using a digital and phone hybrid approach. This method offers several benefits including customers being able to participate at their convenience and the ability to reach those who might not have an accurate phone number on file. The hybrid survey follows a two-phase approach. Inside prints and mails postcards to the selected customers asking them to complete the survey online, also indicating they might be contacted later for a telephone interview. Customers with emails do not receive the postcard but are instead sent a personal link to the survey via email.

Following the online phase, customers will be contacted by phone as needed to reach desired number of completions. Residential calls are conducted during weekday evenings to ensure sampling a representative cross-section of customers.

Deliverables

About six to eight weeks after survey data collection, preliminary report files are emailed to the client for review. Deadlines are flexible and can be tailored to client needs. Once approved, Inside produces final reports including:

- Summary spreadsheet
- PowerPoint slide set
- Executive summary
- Statistical crosstab analysis

In addition to the survey questions, the crosstab report can also include any additional data from the provided by City of Portland to further drill down into the results. Examples of data possibly used in crosstab analysis: rate code, substation, district, etc. Inside also schedules a web conference with management to review results as part of the research package. A valuable resource, this session allows staff to ask questions and gain additional insights.

If City of Portland pursues the fiber market, Inside recommends future saturation surveys of all customers in each area as the build out occurs. The goal with these surveys would be to gather individual information to create a database which can then be used for analysis and target marketing. City of Portland can send promotions to customers based on their individual needs and preferences. For instance, customers with home offices might receive a message about how high speed internet increases work efficiency whereas those who use the internet for gaming might receive a message promoting the entertainment value of fiber.



Pricing

Survey Fees

Research services as described above	\$ 8,300
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Other Expenses

Web survey results presentation	Included
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Optional on-site presentation (not including travel)	\$ 650
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Printing and postage of precall postcards <i>(customers with email will receive email and will not receive postcard- price will vary depending on number of email addresses available)</i>	estimated \$1,200
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Printing and shipping of report binders as requested	As needed
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Travel expenses for any on-site meetings	As needed
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From Our Clients



MEL COLEMAN

CEO North Arkansas Electric
President NRECA

"The surveys Inside Information conducts are insightful, and the detailed reports help us create an actionable plan."



TONYA SEXTON

VP Marketing & Communications
First Electric Cooperative

"Inside Information always goes above and beyond to meet our needs."

References

MIKE KEYSER

CEO
BARC Electric Cooperative
540-997-9124
mkeyser@barcelectric.com

TOM WERDENHAUSE

CEO
Three Rivers Electric Cooperative
573-897-2251
twerdenhouse@threeriverselectric.com

ALYSSA CLEMSON-ROBERTS

Chief Strategy Officer
Platte River Power Authority
970-226-4000
ClemsonRobertsA@prpa.org



Acceptance of Proposal

City of Portland acknowledges the scope, deliverables and prices in the attached proposal of work and gives authorization to proceed with the project, identified as:
Broadband Market Feasibility Research

Proposal date:

01.02.2019



(a solutions company)

Name

Title

Signature

Date

Julie Elliott

Name

President

Title

A handwritten signature in black ink that reads "Julie Elliott".

Signature

January 2, 2019

Date

AUTHORIZATION

Please Email Acceptance to:

keith@inside-info.com

PAYMENT DETAILS

Inside will invoice for 50% of the survey project in advance, and the remainder upon completion



(a solutions company)

ABOUT US

WHO ARE WE?

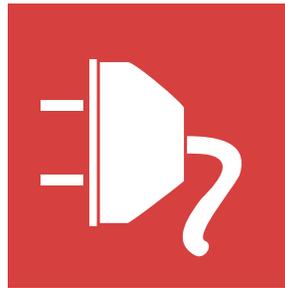
We believe that accessing, understanding and using information is key in every organization. Our goal is to help our clients turn data into intelligence and intelligence into action.

Formed in 1995, Inside Information has provided consumer data collection and database marketing services for more than 300 utilities in 34 states.

Inside Information is uniquely qualified to help clients with research and communication projects.



Research



Customer
Communication



Data Connection

A Few Words to Describe Us

- Responsive – always available and keen on meeting deadlines
- Creative – constantly exploring fresh ideas
- Flexible – providing customized solutions to meet each client's needs



(a solutions company)

OUR MANAGEMENT TEAM



Keith Kaderly
Principal

Keith Kaderly, Inside Information, Inc., Fayetteville, AR. Since 2015, Principal at Inside Information, responsible for business development, marketing, management and implementation of client solutions.

- 18+ years' experience as staff member at Ozarks Electric Cooperative, Fayetteville, AR
- Fiber market planning and launch experience
- Expertise in marketing, communication, advertising and digital media
- Certified NRECA Key Account Executive
- Certified Energy Auditor
- B.S.B.A. in Marketing from the University of Arkansas



Julie Elliott
President

Julie Elliott, Inside Information, Inc., Kansas City, MO. Since 1995, President of Inside Information, responsible for the development and administration of member research, database marketing, web services, and employee surveying for utility clients.

- Has worked for and with electric cooperatives since 1985
- 10 years' experience as Marketing and Communications Manager at Platte-Clay Electric Cooperative, Kearney, MO
- Graduate of NRECA Management Internship Program
- B.S. degree from the University of Missouri School of Journalism, Columbia, MO





(a solutions company)

PROVIDING RESEARCH, COMMUNICATION & MARKETING SERVICES

SURVEYS

End Use / Appliance Saturation • Employee • Member Satisfaction •
Member Service Tracking Publication Readership • ACSI • Commercial Accounts • Transactional/Follow Up

COMMUNICATION

Website Design / Management • Mass Mailings • Member Promotional Campaigns • Grassroots Initiatives •
Key Accounts Engagement

PROGRAMS & DATA MANAGEMENT

Energy Efficiency Data and Reporting • Rebate Program Online Systems • Safety Training Information Systems •
Member Database Management



(a solutions company)

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 17, 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; Tim Fuller; Rudy Tober of Pulse Broadband; Mitchell Boatman of the Sentinel Standard

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

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

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

There was no public comment.

Under City Manager Report, City Manager Gorman stated that the Pulse Broadband Feasibility Study was included in the packet. He further stated that with the extra conduit that has been laid underground and shared fiber under the Board of Light & Power provides the possibility for the expansion of the fiber network. An expanded fiber optic network may allow the City to offer internet services to City residents and to expand the way it offers its services to the community.

City Manager Gorman noted that Fleis & VandenBrink has conducted a feasibility study for the Police Department for the possible construction of a new building. Conceptual designs have been provided in the packet for the both the property donated to the City at the corner of Grand River Ave. and Divine Hwy. and the parking lot at the corner of Maple St. and Grand River Ave.

The Planning Commission met on Wednesday, December 12, 2018. They took public comment on Ordinance 175MM, which covers the zoning aspect of prohibiting marijuana establishments in the City of Portland. After discussion, they recommended the approval of Ordinance 175MM to the City Council.

The Planning Commission also discussed the potential Phase II development of Rindlehaven by Mayberry Homes. Mayberry Homes would like to deviate from the original TND PUD.

Discussions included the possible rezoning of the property to residential and if the developer would be responsible to add parks/rivertrail as included in the original TND PUD.

Under Presentations, Rudy Tober of Pulse Broadband presented the Communications and Broadband Infrastructure Feasibility Report for the City of Portland to bring fiber to the residents along with advanced broadband capabilities.

There was discussion.

City Manager Gorman explained the next step will be to conduct a survey to determine an estimated “take rate” or the percentage of customers in the City of Portland willing to connect to fiber.

Under Old Business, the Council considered the 2nd Reading of Ordinance 198 to amend the Code of Ordinances by adding a new article and section that shall be designated as Article V, Section 24-90 of Chapter 24 of said Code and by adding a new section that shall be designated as Section 34-2 of Chapter 34 of said Code.

Tim Fuller, city resident, father, and downtown business owner, voiced his support to pass Ordinance 198.

Mayor Barnes stated that at this point, the consideration of Ordinance 198 is precautionary to preserve the decision that may need to be made in the future.

Mayor Barnes also thanked Mr. Fuller for his efforts in lighting the west side of the 100 block of Kent St. The lights added to the windows and along the tops of the buildings has been transformational.

Mayor Pro-Tem VanSlambrouck noted that Ordinance 198 would not prohibit the use of medical marijuana.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Ordinance 198 to amend the Code of Ordinances by adding a new article and section that shall be designated as Article V, Section 24-90 of Chapter 24 of said Code and by adding a new section that shall be designated as Section 34-2 of Chapter 34 of said Code.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnsnton, Barnes

Nays: None

Adopted

Under New Business, Mayor Barnes held the First Reading of Ordinance 175MM which covers the zoning aspect of prohibiting marijuana establishments in the City of Portland.

The Council considered Resolution 18-88 to approve Change Order No. 1 in the amount of \$45,689.88 to the contract with CL Trucking, Inc. for the Hyland Dr. Development & Utility Project. The engineer on the project has prepared and is recommending approval of the change order.

Motion by Baldyga, supported by Johnston, to approve Resolution 18-88 approving Change Order No. 1 to the contract with CL Trucking, Inc. for the Hyland Dr. Development & Utility Extension Project.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-89 to approve Pay Request No. 3 to CL Trucking, Inc. for work done on the Hyland Dr. Development & Utility Extension Project through November 16, 2018 in the amount of \$60,192.06. The engineer on the project has reviewed the pay request and recommends its approval.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 18-89 approving Pay Request No. 3 to CL Trucking, Inc. for work done on the Hyland Dr. Development & Utility Extension Project.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 18-90 to approve a METRO Act Right-of-Way Permit Extension for AT&T. The City participates in the METRO Act permit process and receives a share of the payment the State of Michigan collects for the use of municipal rights-of-way. AT&T is proposing to extend all METRO Act Permits with municipalities by a term of five years.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 18-90 approving a METRO Act Right-of-Way Permit extension for AT&T.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, 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 held on December 3, 2018, payment of invoices in the amount of \$591,243.84 and payroll in the amount of \$102,844.81 for a total of \$694,088.65. There were no purchase orders over \$5,000.00.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that the winter parking ban went into effect on November 1, 2018 and will be in place through April 1, 2019. No parking is allowed on City streets between 2:00 A.M. and 6:00 A.M.

City Manager Gorman thanked City Council and City staff for all of their efforts throughout the year.

City Manager Gorman welcomed Angela Baum, the City's new Income Tax Clerk, she will begin work on January 8, 2019.

Under Council Comments, Mayor Barnes stated that the lighting downtown is gorgeous and thanked everyone the came to Holidayfest.

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:18 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Date: 12/27/18

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
RESCO	00392	VACUUM INTERRUPTERS - ELECTRIC	32,824.00
CITY OF PORTLAND	00701	PORTLAND PRIME HOLIDAY PROMO - DDA	100.00
STAR THOMAS	01654	LAPTOP BATTERY, MEAL REIMB (TRAINING) - POLICE	49.72
STAR THOMAS	01654	CELL PHONE REIMBURSEMENT - POLICE	40.00
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	9,075.00
AXON ENTERPRISES INC.	02494	TASER BATTERY - POLICE	62.00
FAMILY FARM & HOME	01972	PRESSURE WASHER - ELECTRIC	339.99
KATHY'S CLEANING	01684	CLEANING SVC - CITY HALL	720.00
PLB PLANNING GROUP LLC	02504	ZONING CONSULTING - CODE	721.87
SPARROW OCCUPATIONAL HEALTH-LANSING	00340	PRE EMPLOYMENT PHYSICAL - INCOME TAX	103.50
MICHIGAN ASSN OF MAYORS	00267	2019 MEMBERSHIP RENEWAL - COUNCIL	85.00
BRD PRINTING INC.	02315	2018 - P1040 TAX FORMS - INCOME TAX	46.44
BRD PRINTING INC.	02315	2018 TAX BOOKLETS - INCOME TAX	724.95
STATE OF MICHIGAN	00428	MIDEAL 2019 MEMBERSHIP - GENERAL	180.00
JOE BURLEY	MISC	ENERGY OPTIMIZATION - ELECTRIC	150.00
MICHAEL MANNING	MISC	ENERGY OPTIMIZATION - ELECTRIC	15.00
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - POLICE	225.50
BOBCAT OF LANSING	02439	PARTS AND RETURN OF FILTERS - MTR POOL	34.74
PAUL WERNET	MISC	CDL TEST REIMBURSEMENT - ELECTRIC	318.32
S&K TROPHIES AND PLAQUES	00401	MENS SOFTBALL FALL TROPHY - RECREATION	32.00
USA TODAY NETWORK	02501	LEGAL NOTICES - GENERAL	164.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AME	18.73
FLEIS & VANDENBRINK	00153	SYSTEM EVALUATION- ELECTRIC	765.54
DICKINSON WRIGHT PLLC	02244	LEGAL SERVICES - CODE	974.00
FLEIS & VANDENBRINK	00153	GR RIV AVE SMALL URBAN ENG SERV- MAJ ST	3,006.59
FLEIS & VANDENBRINK	00153	GEN CONSULT -GEN	1,532.65
STATE OF MICHIGAN	00428	BIOSOLIDS LAND APP-- WW	989.68
PACE ANALYTICAL SERVICES, INC.	02435	WATER TESTING-WATER	520.00
WARD'S GARAGE	00475	TRUCK REPAIR - PARKS	571.95
WEST MI CRIMINAL JUSTICE TRAINING	MISC	FALL 2018 DIST-POLICE	162.65
NYE UNIFORM CO.	00338	UNIFORM LISTERMAN-POLICE	121.00

Date: 12/27/18

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
COOK BROS EXCAVATING	00101	LINE REPLACE/SEW REPAIR-WATER	3,568.00
CULLIGAN	02130	WATER - CITY HALL	7.00
PORTLAND TOWNSHIP TREASURER	00371	ANNEXATION AGREEMENT - COMM PROMO	5,328.06
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	90.00
APPLIED IMAGING	02493	COPY MAINT CONTRACT - GEN, ASS, DPW, REC, INC 1	314.15
AUTOMATED BUSINESS EQUIPMENT	00027	MAILING SYSTEM SVC CONTRACT - GEN	480.00
JOHN DEERE FINANCIAL	01818	PARTS/SUPPLIES - MTR POOL, STS, ELECTRIC	401.01
PRINTING SYSTEMS	00375	INCOME TAX FORMS - GEN, INC TAX	260.23
UPS	MISC	SHIPPING - WWTR	10.99
WOW! INTERNET-CABLE PHONE	02132	INTERNET - POLICE, AMB, FIRE AUTHORITY	611.33
PREMIER SAFETY	02465	6 MONTH GAS METER CALIBRATION - WWTR	136.99
WINTER EQUIPMENT	02322	WINTER SNOW PLOW KITS - MAJ/LOC STS	2,791.82
MUNICIPAL SUPPLY CO.	00324	SAFETY VEST - MTR POOL	15.00
INTERSTATE BILLING SVC	00202	WINDOW LATCH - MTR POOL	359.00
SUPERIOR ASPHALT INC	02348	COLD PATCH ASPHALT - MAJ/LOC STS	805.95
CONSUMERS ENERGY	00095	GAS SERVICE - MULT DEPTS	2,350.20
AT&T	00686	PHONE SVC - WASTE WATER	132.59
AT&T	00686	PHONE SERVICE - GENERAL	151.99
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	303.98
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	75.97
AT&T	00686	PHONE SERVICE - GENERAL	180.63
AT&T	00686	PHONE SERVICE - ELECTRIC	227.91
Total:			\$73,277.62

**BI-WEEKLY
WAGE REPORT
December 31, 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.	9,987.85	136,271.49	1,179.04	31,063.57	11,166.89	167,335.06
ASSESSOR	1,171.91	15,734.24	89.65	1,203.68	1,261.56	16,937.92
CEMETERY	2,244.87	49,579.19	171.71	11,324.46	2,416.58	60,903.65
POLICE	15,507.80	225,788.16	1,951.06	52,386.95	17,458.86	278,175.11
CODE ENFORCEMENT	640.66	10,814.79	49.01	2,047.83	689.67	12,862.62
PARKS	2,177.70	35,351.74	168.00	4,879.15	2,345.70	40,230.89
INCOME TAX	312.73	22,302.69	23.46	7,654.83	336.19	29,957.52
MAJOR STREETS	3,567.22	55,948.86	272.66	22,755.50	3,839.88	78,704.36
LOCAL STREETS	2,938.67	38,265.88	224.19	12,978.21	3,162.86	51,244.09
RECREATION	3,265.12	33,593.66	349.67	5,970.26	3,614.79	39,563.92
AMBULANCE	11,436.61	172,947.52	1,265.43	32,172.80	12,702.04	205,120.32
DDA	2,289.48	32,310.41	323.39	5,387.66	2,612.87	37,698.07
ELECTRIC	14,707.72	223,906.76	1,291.77	51,008.31	15,999.49	274,915.07
WASTEWATER	9,042.36	146,439.20	812.60	30,574.16	9,854.96	177,013.36
WATER	4,794.47	75,912.88	539.19	24,229.73	5,333.66	100,142.61
MOTOR POOL	2,216.29	33,694.86	166.95	12,891.86	2,383.24	46,586.72
TOTALS:	86,301.46	1,308,862.33	8,877.78	308,528.96	95,179.24	1,617,391.29

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 12/27/2018
MEETING DATE 01/07/2019

Fund	Description	Beginning Balance 12/13/2018	Total Cash in	Total Cash out	Cash Balance 12/27/2018	Time Certificates	Ending Balance 12/27/2018
101	GENERAL FUND	1,889,906.86	194,137.06	(108,757.61)	1,975,286.31	235,000.00	2,210,286.31
105	INCOME TAX FUND	67,305.51	434.65	(3,933.80)	63,806.36	10,000.00	73,806.36
150	CEMETERY PERPETUAL CARE FUND	51,297.51	-	-	51,297.51		51,297.51
202	MAJOR STREETS FUND	252,666.81	6,756.28	(18,328.40)	241,094.69		241,094.69
203	LOCAL STREETS FUND	458,540.20	4,392.21	(70,975.16)	391,957.25		391,957.25
208	RECREATION FUND	21,381.54	3,800.77	(9,539.21)	15,643.10		15,643.10
210	AMBULANCE FUND	106,791.20	29,282.86	(38,166.96)	97,907.10		97,907.10
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	402,181.32	2,996.11	(8,327.84)	396,849.59		396,849.59
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	(760.40)	-	-	(760.40)		(760.40)
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	475,780.33	-	-	475,780.33		475,780.33
520	REFUSE SERVICE FUND	13,060.36	8,589.11	(12,503.62)	9,145.85		9,145.85
582	ELECTRIC FUND	575,000.23	267,339.61	(254,536.68)	587,803.16	530,000.00	1,117,803.16
590	WASTEWATER FUND	(65,827.29)	86,356.77	(55,045.97)	(34,516.49)		(34,516.49)
591	WATER FUND	29,283.20	42,934.78	(26,912.03)	45,305.95	420,000.00	465,305.95
661	MOTOR POOL FUND	84,910.90	14,269.74	(20,096.90)	79,083.74		79,083.74
703	CURRENT TAX FUND	109,396.17	222,532.44	(119,104.23)	212,824.38		212,824.38
TOTAL - ALL FUNDS		4,474,276.70	883,822.39	(746,228.41)	4,611,870.68	1,195,000.00	5,806,870.68
					ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
					ELECTRIC - MPPA MUNICIPAL TRUST	150,915.28	150,915.28
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	333,681.19	333,681.19
					ELECTRIC-PRIN & INT ESCROW	167,422.86	167,422.86
					WASTEWATER DEBT ESCROW	200,956.71	200,956.71
					WASTEWATER REPAIR ESCROW	40,566.92	40,566.92
					DDA-PRIN & INT ESCROW	501.77	501.77
							7,400,915.41

*Customer Deposit Breakdown

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



PURCHASE ORDER

City of Portland

P.O. 2302

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

VENDOR Michigan Wood Fibers
9426 Henry Court
Zeeland MI 49464

DATE: 1-2-19

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Grind Brush/Haul Chips	202-463-804	60	est \$13,450 ⁰⁰
Remove Compost	203-463-804	40	
DEPARTMENT HEAD (UP TO \$500) <u>RG</u>		TOTAL	

Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)

Ken Gensterblum

From: Nate Weaver <nate@michiganwoodfibers.com>
Sent: Wednesday, December 19, 2018 9:22 AM
To: Ken Gensterblum
Subject: RE: Proposal

Hi Ken,

We looked at the piles of materials and would like to bid \$13,450 to grind the brush pile and remove, remove chip pile and remove leaf materials. Same services like last year. We can have it finished in the next few weeks if awarded the job.

Thanks,

Nate Weaver



www.michiganwoodfibers.com

(616)875-2241

From: Ken Gensterblum [mailto:dpw@portland-michigan.org]
Sent: Friday, November 30, 2018 5:55 AM
To: Nate Weaver
Subject: Proposal

Nate,

Good morning, it's that time of year to request proposals for brush grinding and compost removal.

Brush grinding probably a days work based on previous years.

Removing chips also to include chips already on site.

Removal of compost estimating 3,000 yards +/-.

If you want to set up a time to meet and take a look let me know.

Thanks,

Ken

Ken Gensterblum
Public Works Foreman
City of Portland
517-647-6129

Ken Gensterblum

From: Cliff Walkington <cliff@hammondfarms.com>
Sent: Thursday, December 6, 2018 11:07 AM
To: Ken Gensterblum
Cc: Lloyd Lee Hammond Jr; Dustin Seward
Subject: 2018-19 Grinding Hauling Quote

Good morning Ken,

Thanks again for contacting us for a quote. We stopped out and walked the site on Tuesday. We were amazed at how nice it looks compared to before our first grind/haul out there! It looks nice.

We are comfortable offering the same price as a year ago. We will mobilize and grind your brush pile for our one day minimum charge of \$5,000.00 and will load, haul, tip and compost the leaves, chips and grindings for \$4.00 per cubic yard. Your estimate of 3,000 cubic yards total seems reasonable, but I could see it coming in lower than that. If no other large quantities of material are brought in, we will haul all of the materials for \$12,000.00, even if the total goes over 3,000 cy and will bill accordingly for any amount below 3,000 cy. (The total for the job will not exceed \$17,000.00). As always, we will load trucks to get absolutely as much material as legal and safely possible.

This quote is valid for 30 days for work to be completed before 4/1/19.

Please don't hesitate to contact me with any questions or concerns. Thanks again for the opportunity to quote this!

Respectfully submitted,

Cliff

--

Clifford E Walkington
Hammond Farms, Inc.
5834 Michigan Rd.
Dimondale, MI 48821

Ofc. (517) 646-8698



NOTICE: CITY OF PORTLAND – WELL #5 PFAS CONFIRMATION TESTING RESULTS

On September 25, 2018, a Michigan Department of Environmental Quality (MDEQ) contractor collected a sample of water from our three production wells and one standby well. Those results reported no per- and polyfluoroalkyl substances (PFAS) were detected in our primary wells PW-4, PW-6 and PW-7. Those results also reported no detectable PFAS other than trace levels of PFOS at 4 parts per trillion (ppt) in our standby well, PW-5. This level is 17 times below the MDEQ standard of 70 ppt. In response, we directed our engineer, Fleis & VandenBrink (F&V) to collect a confirmation sample from PW-5. The well was sampled on November 30 and the results reported no detectable PFAS other than trace levels of PFOS at 3.26 ppt.

Since this level of PFAS is below the MDEQ standard, City action is not required by the State of Michigan. However, the City will continue to work with our Engineer, Fleis & VandenBrink (F&V) to take the following actions:

- PW-5 will remain off-line indefinitely. PW-5 was taken out of regular service over 20 years ago and since then was only used in emergency and standby situations.
- Develop and implement testing of waste water for PFAS from potential sources that discharge to our waste water treatment plant.
- Conduct annual testing for PFAS.
- Conduct a study to identify suitable locations for a new community water well.

If you need additional information, please feel free to contact me directly at (517) 647-2931 or at the email address below.

S. Tutt Gorman
Portland City Manager
[Email](#)

“The City of Portland is an equal opportunity provider and employer.”



December 27, 2018

S. Tutt Gorman
 City Manager
 City of Portland
 259 Kent Street
 Portland, MI 48875

RE: Production Well 5 Water Sampling Results

Dear Mr. Gorman:

Attached is the laboratory report from a sample we recently collected from the City of Portland's Production Well 5. The sample was analyzed by SGS in Wilmington, NC for a limited number of perfluoroalkyl and polyfluoroalkyl substances (PFAS) including Perfluorooctanoic Acid (PFOA) and Perfluorooctanesulfonic Acid (PFOS).

The sample was un-treated groundwater collected from a sampling port inside the well house. The laboratory report is summarized below. For reference, the table includes the MDEQ PFOS/PFOA Part 201 Generic Residential and Non-Residential Cleanup Criteria for drinking water of 70 parts per trillion (ppt). Other PFAS substances do not currently have MDEQ Criteria.

Summary of Laboratory Results				Non-PFOS/PFOA detected
Sample	PFOS/PFOA Detected	Total PFOS/PFOA Detected (ppt)	Total PFOS/PFOA Detected Above or Below MDEQ Criteria (70 ppt, or ng/l)	
PW-5	Yes	3.26 ppt	Below	None
Field Blank	No	None	Below	None

Thank you for using the services of F&V. If you need additional information, please contact me.

Sincerely,
 FLEIS & VANDENBRINK

Brian L. Rice, P.E.
 Manager, Environmental Services Group

att: Laboratory Report and Chain of Custody

2960 Lucerne Drive SE, Suite 100
 Grand Rapids, MI 49546
 P: 616.977.1000
 F: 616.977.1005
 www.fveng.com



FINAL LAB REPORT

Portland Municipal Water

31801622

19-Dec-2018

Prepared by

SGS NORTH AMERICA

Prepared for

Fleis & VandenBrink Engineering

Brian Rice

4798 Campus Dr

Kalamazoo, MI 49008

Phone: 269-385-0011

Email: brianr@fveng.com

This report is approved by

Amy Boehm

amy.boehm@sgs.com

Project Manager

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SGS remains committed to serving you in the most effective manner. Should you have any questions or need additional information and technical support, please do not hesitate to contact us.

The management and staff of SGS welcomes customer feedback, both positive and negative, as we continually improve our services. Please visit our web site at www.sgs.com/ultratrace and click on the 'Email Us' link or go to our survey at https://www.surveymonkey.com/r/SGSAP_VoiceOfCustomer?sm=1fj7v53XMdpUSBSUahp2w%3d%3d. Thank you for choosing SGS.

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SGS CERTIFICATIONS

Arkansas	88-0682
California (ELAP)	ELAP Cert #2914
CLIA	34D1013708
Connecticut	PH-0258
USDA Soil Permit	P330-17-00055
American Association for Laboratory Accreditation (A2LA)	2726.01 (ISO 17025:2005, 2009 TNI, DoD ELAP QSM 5.0)
Florida DOH	E87634
Louisiana DEQ	4115
Louisiana DOH	LA180027
Maine	2016028
Massachusetts	M-NC919
Minnesota (Primary NELAP For Method 23)	1179213
Mississippi	Reciprocity
Nebraska	NE-OS-33-17
New Hampshire	208317 & 208517
New Jersey	NC100
New York	11685
North Carolina DEQ	481
North Dakota	R-197
Oregon	NC200002
Pennsylvania	68-03675
South Carolina	99029002
Texas	T104704260
US Coast Guard	16714/159.317/SGS
Virginia	9502
Washington	C913
West Virginia	293

Rev. 13-Mar-2018

Laboratory Qualifiers

Report Definitions

DL	Method, Instrument, or Estimated Detection Limit per Analytical Method
CL	Control Limits for the recovery result of a parameter
LOQ	Reporting Limit
DF	Dilution Factor
RPD	Relative Percent Difference
LCS(D)	Laboratory Control Spike (Duplicate)
MS(D)	Matrix Spike (Duplicate)
MB	Method Blank

Qualifier Definitions

*	Recovery or RPD outside of control limits
B	Analyte was detected in the Lab Method Blank at a level above the LOQ
U	Undetected (Reported as ND or < DL)
J	Estimated Concentration.
E	Amount detected is greater than the Upper Calibration Limit
TIC	Tentatively Identified Compound
ND	Not Detected
P	RPD > 40% between results of dual columns
D	Spike or surrogate was diluted out in order to achieve a parameter result within instrument calibration range

Samples requiring manual integrations for various congeners and/or standards are marked and dated by the analyst. A code definition is provided below:

M1	Mis-identified peak
M2	Software did not integrate peak
M3	Incorrect baseline construction (i.e. not all of peak included; two peaks integrated as one)
M4	Pattern integration required (i.e. DRO, GRO, PCB, Toxaphene and Technical Chlordane)
M5	Other - Explained in case narrative

Note Results pages that include a value for "Solids (%)" have been adjusted for moisture content.

Sample Summary

<u>Client Sample ID</u>	<u>Lab Sample ID</u>	<u>Collected</u>	<u>Received</u>	<u>Matrix</u>
PW-5	31801622001	11/30/2018 13:15	12/01/2018 10:45	Drinking Water
Field Blank	31801622002	11/30/2018 13:20	12/01/2018 10:45	Drinking Water

Case Narrative

LCS for HBN 146254 [HXX/2268]

Elevated d3-NMeFOSAA recovery - other internal standards are within range.

LCSD for HBN 146254 [HXX/2268]

Elevated d3-NMeFOSAA recovery - other internal standards are within range.

MB for HBN 146254 [HXX/2268]

Elevated d3-NMeFOSAA recovery - other internal standards are within range.

Detectable Results Summary

Client Sample ID: **PW-5**

Lab Sample ID: 31801622001-A

EPA 537 v1.1

Parameter

PFOS

Result

3.26

Units

ng/L

Qualifier

Parameter Cross Reference

SURROGATE

<u>PARAMETER</u>	<u>CASNO</u>	<u>FULL_NAME</u>
13C2-PFHxA	13CPFHXA	13C2-Perfluoro-n-hexanoic Acid
13C2-PFDA	13CPFDA	13C2-PerFluorodecanoic Acid
d5-NEtFOSAA	1265205-97-7	d5-N-ethyl-perfluoro-1-octanesulfonamidoacetic

REGULAR

<u>PARAMETER</u>	<u>CASNO</u>	<u>FULL_NAME</u>
PFHxA	307-24-4	Perfluoro-n-hexanoic Acid
PFHpA	375-85-9	Perfluoro-n-heptanoic Acid
PFOA	335-67-1	Perfluoro-n-octanoic Acid
PFNA	375-95-1	Perfluoro-n-nonanoic Acid
PFDA	335-76-2	Perfluoro-n-decanoic Acid
PFuNA	2058-94-8	Perfluoro-n-undecanoic Acid
PFDoA	307-55-1	Perfluoro-n-dodecanoic Acid
PFTriA	72629-94-8	Perfluoro-n-tridecanoic Acid
PFTreA	376-06-7	Perfluoro-n-tetradecanoic Acid
PFBS	375-73-5	Perfluorobutanesulfonic Acid
PFHxS	355-46-4	Perfluorohexanesulfonic Acid
PFOS	1763-23-1	Perfluorooctanesulfonic Acid
NMeFOSAA	2355-31-9	N-methyl perfluoro-1-octanesulfoamidoacetic Acid
NetFOSAA	2991-50-6	N-ethyl perfluoro-1-octanesulfoamidoacetic

Results of PW-5

Client Sample ID: **PW-5**
 Client Project ID: **Portland Municipal Water**
 Lab Sample ID: 31801622001-A
 Lab Project ID: 31801622

Collection Date: 11/30/2018 13:15
 Received Date: 12/01/2018 10:45
 Matrix: Drinking Water
 Solids (%):

Results by EPA 537 v1.1

<u>Parameter</u>	<u>Result</u>	<u>Qual</u>	<u>LOQ/CL</u>	<u>Units</u>	<u>DF</u>	<u>Date Analyzed</u>
PFHxA	ND		1.72	ng/L	1	12/4/2018 18:28
PFHpA	ND		1.72	ng/L	1	12/4/2018 18:28
PFOA	ND		1.72	ng/L	1	12/4/2018 18:28
PFNA	ND		1.72	ng/L	1	12/4/2018 18:28
PFDA	ND		1.72	ng/L	1	12/4/2018 18:28
PFuNA	ND		1.72	ng/L	1	12/4/2018 18:28
PFDoA	ND		1.72	ng/L	1	12/4/2018 18:28
PFTriA	ND		1.72	ng/L	1	12/4/2018 18:28
PFTreA	ND		1.72	ng/L	1	12/4/2018 18:28
PFBS	ND		1.72	ng/L	1	12/4/2018 18:28
PFHxS	ND		1.72	ng/L	1	12/4/2018 18:28
PFOS	3.26		1.72	ng/L	1	12/4/2018 18:28
NMeFOSAA	ND		1.72	ng/L	1	12/4/2018 18:28
NetFOSAA	ND		1.72	ng/L	1	12/4/2018 18:28
Surrogates						
13C2-PFHxA	101		70.0-130	%	1	12/4/2018 18:28
13C2-PFDA	96.5		70.0-130	%	1	12/4/2018 18:28
d5-NEtFOSAA	88.9		70.0-130	%	1	12/4/2018 18:28

Batch Information

Analytical Batch: **XLC1243**
 Analytical Method: **EPA 537 v1.1**
 Instrument: **TQS1**
 Analyst: **ADM**

Prep Batch: **HXX2264**
 Prep Method: **EPA 537 1.1 PREP**
 Prep Date/Time: **12/04/2018 14:19**
 Prep Initial Wt./Vol.: **290 mL**
 Prep Extract Vol: **1 mL**

Results of Field Blank

Client Sample ID: **Field Blank**
 Client Project ID: **Portland Municipal Water**
 Lab Sample ID: 31801622002
 Lab Project ID: 31801622

Collection Date: 11/30/2018 13:20
 Received Date: 12/01/2018 10:45
 Matrix: Drinking Water
 Solids (%):

Results by EPA 537 v1.1

<u>Parameter</u>	<u>Result</u>	<u>Qual</u>	<u>LOQ/CL</u>	<u>Units</u>	<u>DF</u>	<u>Date Analyzed</u>
PFHxA	ND		1.72	ng/L	1	12/13/2018 2:59
PFHpA	ND		1.72	ng/L	1	12/13/2018 2:59
PFOA	ND		1.72	ng/L	1	12/13/2018 2:59
PFNA	ND		1.72	ng/L	1	12/13/2018 2:59
PFDA	ND		1.72	ng/L	1	12/13/2018 2:59
PFuNA	ND		1.72	ng/L	1	12/13/2018 2:59
PFDoA	ND		1.72	ng/L	1	12/13/2018 2:59
PFTriA	ND		1.72	ng/L	1	12/13/2018 2:59
PFTreA	ND		1.72	ng/L	1	12/13/2018 2:59
PFBS	ND		1.72	ng/L	1	12/13/2018 2:59
PFHxS	ND		1.72	ng/L	1	12/13/2018 2:59
PFOS	ND		1.72	ng/L	1	12/13/2018 2:59
NMeFOSAA	ND		1.72	ng/L	1	12/13/2018 2:59
NetFOSAA	ND		1.72	ng/L	1	12/13/2018 2:59
Surrogates						
13C2-PFHxA	77.3		70.0-130	%	1	12/13/2018 2:59
13C2-PFDA	110		70.0-130	%	1	12/13/2018 2:59
d5-NEtFOSAA	74.4		70.0-130	%	1	12/13/2018 2:59

Batch Information

Analytical Batch: **XLC1248**
 Analytical Method: **EPA 537 v1.1**
 Instrument: **TQS1**
 Analyst: **ADM**

Prep Batch: **HXX2268**
 Prep Method: **EPA 537 1.1 PREP**
 Prep Date/Time: **12/12/2018 15:25**
 Prep Initial Wt./Vol.: **290 mL**
 Prep Extract Vol: **1 mL**



Batch Summary

Analytical Method: EPA 537 v1.1

Prep Method: EPA 537 1.1 PREP

Prep Batch: HXX2264

Prep Date: 12/04/2018 14:19

<u>Client Sample ID</u>	<u>Lab Sample ID</u>	<u>Analysis Date</u>	<u>Analytical Batch</u>	<u>Instrument</u>	<u>Analyst</u>
MB for HBN 146237 [HXX/2264]	223501	12/04/2018 16:23	XLC1243	TQS1	ADM
LCS for HBN 146237 [HXX/2264]	223502	12/04/2018 16:54	XLC1243	TQS1	ADM
POE(223465MS)	223503	12/04/2018 17:57	XLC1243	TQS1	ADM
PW-5(223470DUP)	223504	12/04/2018 18:59	XLC1243	TQS1	ADM
PW-5	31801622001	12/04/2018 18:28	XLC1243	TQS1	ADM

Method Blank

Blank ID: MB for HBN 146237 [HXX/2264]
 Blank Lab ID: 223501
 QC for Samples:
 31801622001

Matrix: Water

Results by EPA 537 v1.1

<u>Parameter</u>	<u>Result</u>	<u>Qual</u>	<u>LOQ/CL</u>	<u>Units</u>	<u>DF</u>
PFHxA	ND		2.00	ng/L	1
PFHpA	ND		2.00	ng/L	1
PFOA	ND		2.00	ng/L	1
PFNA	ND		2.00	ng/L	1
PFDA	ND		2.00	ng/L	1
PFuNA	ND		2.00	ng/L	1
PFDoA	ND		2.00	ng/L	1
PFTriA	ND		2.00	ng/L	1
PFTreA	ND		2.00	ng/L	1
PFBS	ND		2.00	ng/L	1
PFHxS	ND		2.00	ng/L	1
PFOS	ND		2.00	ng/L	1
NMeFOSAA	ND		2.00	ng/L	1
NetFOSAA	ND		2.00	ng/L	1
Surrogates					
13C2-PFHxA	94.3		70.0-130	%	1
13C2-PFDA	98.1		70.0-130	%	1
d5-NEtFOSAA	104		70.0-130	%	1

Batch Information

Analytical Batch: XLC1243
 Analytical Method: EPA 537 v1.1
 Instrument: TQS1
 Analyst: ADM

Prep Batch: HXX2264
 Prep Method: EPA 537 1.1 PREP
 Prep Date/Time: 12/4/2018 2:19:32PM
 Prep Initial Wt./Vol.: 250 mL
 Prep Extract Vol: 1 mL

Blank Spike Summary

Blank Spike ID: LCS for HBN 146237 [HXX/2264]

Blank Spike Lab ID: 223502

Date Analyzed: 12/04/2018 16:54

Matrix: Water

QC for Samples: 31801622001

Results by EPA 537 v1.1

Parameter	Blank Spike (ng/L)			CL
	Spike	Result	Rec (%)	
PFHxA	100	94.2	94.2	70.0-130
PFHpA	100	96.4	96.4	70.0-130
PFOA	100	97.0	97	70.0-130
PFNA	100	95.6	95.6	70.0-130
PFDA	100	91.0	91	70.0-130
PFuNA	100	94.2	94.2	70.0-130
PFDoA	100	88.2	88.2	70.0-130
PFTriA	100	87.6	87.6	70.0-130
PFTreA	100	81.3	81.3	70.0-130
PFBS	88.6	87.9	99.2	70.0-130
PFHxS	91.2	91.8	101	70.0-130
PFOS	92.6	83.3	90	70.0-130
NMeFOSAA	100	87.1	87.1	70.0-130
NetFOSAA	100	89.0	89	70.0-130
Surrogates				
13C2-PFHxA			92.3	70.0-130
13C2-PFDA			99.2	70.0-130
d5-NEtFOSAA			100	70.0-130

Batch Information

Analytical Batch: **XLC1243**

Analytical Method: **EPA 537 v1.1**

Instrument: **TQS1**

Analyst: **ADM**

Prep Batch: **HXX2264**

Prep Method: **EPA 537 1.1 PREP**

Prep Date/Time: **12/04/2018 14:19**

Spike Init Wt./Vol.: **250 mL** Extract Vol: **1 mL**

Dupe Init Wt./Vol.: Extract Vol:

Duplicate Sample Summary

Original Sample ID: 31801622001
 Duplicate Sample ID: 223504

Analysis Date: 12/04/2018 18:28
 Analysis Date: 12/04/2018 18:59
 Matrix: Drinking Water

QC for Samples: 31801622001

Results by EPA 537 v1.1

<u>PARAMETER</u>	<u>Original (ng/L)</u>	<u>Qual</u>	<u>Duplicate (ng/L)</u>	<u>Qual</u>	<u>RPD (%)</u>	<u>RPD CL</u>
PFHxA	ND		ND			30.00
PFHpA	ND		ND			30.00
PFOA	ND		ND			30.00
PFNA	ND		ND			30.00
PFDA	ND		ND			30.00
PFuNA	ND		ND			30.00
PFDoA	ND		ND			30.00
PFTriA	ND		ND			30.00
PFTreA	ND		ND			30.00
PFBS	ND		ND			30.00
PFHxS	ND		ND			30.00
PFOS	3.26		3.38		3.6	30.00
NMeFOSAA	ND		ND			30.00
NetFOSAA	ND		ND			30.00
Surrogates						
13C2-PFHxA	101		100		0.46	30.00
13C2-PFDA	96.5		98.8		2.4	30.00
d5-NEtFOSAA	88.9		94.9		6.4	30.00

Batch Information

Analytical Batch: XLC1243
 Analytical Method: EPA 537 v1.1
 Instrument: TQS1
 Analyst: ADM

Prep Batch: HXX2264
 Prep Method: EPA 537 1.1 PREP
 Prep Date/Time: 12/04/2018 14:19

Batch Summary

Analytical Method: EPA 537 v1.1

Prep Method: EPA 537 1.1 PREP

Prep Batch: HXX2268

Prep Date: 12/12/2018 15:16

<u>Client Sample ID</u>	<u>Lab Sample ID</u>	<u>Analysis Date</u>	<u>Analytical Batch</u>	<u>Instrument</u>	<u>Analyst</u>
MB for HBN 146254 [HXX/2268]	223671	12/13/2018 01:25	XLC1248	TQS1	ADM
LCS for HBN 146254 [HXX/2268]	223672	12/13/2018 01:56	XLC1248	TQS1	ADM
LCSD for HBN 146254 [HXX/2268]	223673	12/13/2018 02:28	XLC1248	TQS1	ADM
Field Blank	31801622002	12/13/2018 02:59	XLC1248	TQS1	ADM

Method Blank

Blank ID: MB for HBN 146254 [HXX/2268]
 Blank Lab ID: 223671
 QC for Samples:
 31801622002

Matrix: Water

Results by EPA 537 v1.1

<u>Parameter</u>	<u>Result</u>	<u>Qual</u>	<u>LOQ/CL</u>	<u>Units</u>	<u>DF</u>
PFHxA	ND		2.00	ng/L	1
PFHpA	ND		2.00	ng/L	1
PFOA	ND		2.00	ng/L	1
PFNA	ND		2.00	ng/L	1
PFDA	ND		2.00	ng/L	1
PFuNA	ND		2.00	ng/L	1
PFDoA	ND		2.00	ng/L	1
PFTriA	ND		2.00	ng/L	1
PFTreA	ND		2.00	ng/L	1
PFBS	ND		2.00	ng/L	1
PFHxS	ND		2.00	ng/L	1
PFOS	ND		2.00	ng/L	1
NMeFOSAA	ND		2.00	ng/L	1
NetFOSAA	ND		2.00	ng/L	1
Surrogates					
13C2-PFHxA	94.6		70.0-130	%	1
13C2-PFDA	108		70.0-130	%	1
d5-NEtFOSAA	78.2		70.0-130	%	1

Batch Information

Analytical Batch: XLC1248
 Analytical Method: EPA 537 v1.1
 Instrument: TQS1
 Analyst: ADM

Prep Batch: HXX2268
 Prep Method: EPA 537 1.1 PREP
 Prep Date/Time: 12/12/2018 3:16:43PM
 Prep Initial Wt./Vol.: 250 mL
 Prep Extract Vol: 1 mL

Blank Spike Summary

Blank Spike ID: LCS for HBN 146254 [HXX/2268]

Blank Spike Lab ID: 223672

Date Analyzed: 12/13/2018 01:56

QC for Samples: 31801622002

Spike Duplicate ID: LCSD for HBN 146254 [HXX/2268]

Spike Duplicate Lab ID: 223673

Date Analyzed: 12/13/2018 02:28

Matrix: Water

Results by EPA 537 v1.1

Parameter	Blank Spike (ng/L)			Spike Duplicate (ng/L)			CL	RPD (%)	RPD CL
	Spike	Result	Rec (%)	Spike	Result	Rec (%)			
PFHxA	100	98.7	98.7	100	100	100	70.0-130	1.3	30.00
PFHpA	100	99.5	99.5	100	105	105	70.0-130	5.4	30.00
PFOA	100	102	102	100	107	107	70.0-130	4.8	30.00
PFNA	100	104	104	100	109	109	70.0-130	4.7	30.00
PFDA	100	96.9	96.9	100	98.3	98.3	70.0-130	1.4	30.00
PFuNA	100	101	101	100	102	102	70.0-130	0.99	30.00
PFDoA	100	92.1	92.1	100	91.6	91.6	70.0-130	0.54	30.00
PFTriA	100	90.9	90.9	100	92.2	92.2	70.0-130	1.4	30.00
PFTreA	100	84.5	84.5	100	86.5	86.5	70.0-130	2.3	30.00
PFBS	88.6	79.8	90.1	88.6	80.6	90.9	70.0-130	1.0	30.00
PFHxS	91.2	82.1	90	91.2	85.4	93.6	70.0-130	3.9	30.00
PFOS	92.6	79.4	85.7	92.6	78.8	85.1	70.0-130	0.76	30.00
NMeFOSAA	100	122	122	100	124	124	70.0-130	1.6	30.00
NetFOSAA	100	94.5	94.5	100	96.1	96.1	70.0-130	1.7	30.00
Surrogates									
13C2-PFHxA			89.3			81.9	70.0-130		
13C2-PFDA			110			100	70.0-130		
d5-NEtFOSAA			77.8			72.2	70.0-130		

Batch Information

Analytical Batch: **XLC1248**

Analytical Method: **EPA 537 v1.1**

Instrument: **TQS1**

Analyst: **ADM**

Prep Batch: **HXX2268**

Prep Method: **EPA 537 1.1 PREP**

Prep Date/Time: **12/12/2018 15:16**

Spike Init Wt./Vol.: **250 mL** Extract Vol: **1 mL**

Dupe Init Wt./Vol.: **250 mL** Extract Vol: **1 mL**

SGS North America Inc.

Sample Receipt Checklist (SRC)

Client: Fleis & VandenBrink Engineering Work Order No.: 31801622

- | | | | |
|-----|--|--------|--|
| 1. | <input checked="" type="checkbox"/> Shipped
<input type="checkbox"/> Hand Delivered | Notes: | _____ |
| 2. | <input checked="" type="checkbox"/> COC Present on Receipt
<input type="checkbox"/> No COC
<input type="checkbox"/> Additional Transmittal Forms | | _____

_____ |
| 3. | <input type="checkbox"/> Custody Tape on Container
<input checked="" type="checkbox"/> No Custody Tape | | _____
_____ |
| 4. | <input checked="" type="checkbox"/> Samples Intact
<input type="checkbox"/> Samples Broken / Leaking | | _____
_____ |
| 5. | <input checked="" type="checkbox"/> Chilled on Receipt Actual Temp.(s) in °C: 1.1 Thermometer ID#: IR4-Probe
<input type="checkbox"/> Ambient on Receipt
<input type="checkbox"/> Walk-in on Ice; Coming down to temp.
<input checked="" type="checkbox"/> Temperature Blank Present
<input type="checkbox"/> WV samples-proxy not allowed | | _____

_____ |
| 6. | <input checked="" type="checkbox"/> Sufficient Sample Submitted
<input type="checkbox"/> Insufficient Sample Submitted | | _____
_____ |
| 7. | <input type="checkbox"/> Chlorine absent
<input type="checkbox"/> HNO3 < 2
<input type="checkbox"/> HCL < 2
<input checked="" type="checkbox"/> Additional Preservatives verified (see notes) | | _____

<u>Trizma</u> |
| 8. | <input checked="" type="checkbox"/> Received Within Holding Time
<input type="checkbox"/> Not Received Within Holding Time | | _____
_____ |
| 9. | <input checked="" type="checkbox"/> No Discrepancies Noted
<input type="checkbox"/> Discrepancies Noted
<input type="checkbox"/> NCDENR notified of Discrepancies* | | _____

_____ |
| 10. | <input type="checkbox"/> No Headspace present in VOC vials
<input type="checkbox"/> Headspace present in VOC vials >6mm | | <u>N/A</u>
_____ |

Comments: _____

* = Hold Field Blank per client instructions. Only analyze if impacts found in sample -001.

Inspected and Logged in by: AMO

Date: 12/3/2018

City Of Portland
 Water Department
 Monthly Water Report
 December 2018

Monthly Water Production

Daily Water Production

Well #4	5,929,000 Gallons	Well #4	191,258 Gallons
Well #5	0 Gallons	Well #5	0 Gallons
Well #6	2,537,000 Gallons	Well #6	81,839 Gallons
Well #7	11,000 Gallons	Well #7	355Gallons

Daily Average Water Production for All Wells 273,452 Gallons

Total Water Production for the Month 8,477,000 Gallons

Total Water Production for the Previous Month 11,158,000 Gallons

Total Production decreased by 2,681,000 Gallons

Total Production for This Month from the Previous Year 10,024,700 Gallons

Total Production decreased by 1,547,700 Gallons

Rodney D. Smith Jr.
Water Technician

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

December 1, 2018
November 1-30, 2018

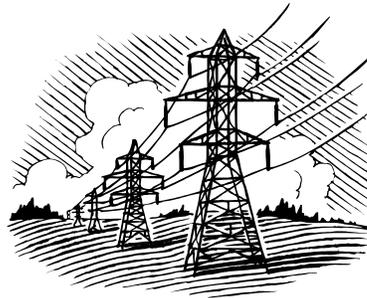
HYDRO GENERATION	222,545		
DIESEL PRODUCTION	0		
Kwh Purchased	2,929,261	Amount Paid	\$ 157,864.02
Total Kwh Purchased	3,151,806	Total Dollars Paid	\$ 157,864.02

Kwh Billed		Dollars Billed	
Residential	1,214,947	PCA Billed	\$ 33,834.94
Commercial	658,799	Residential	\$ 130,043.00
Large General	791,640	Residential EO Charge	\$ 2,220.44
City St. Lites Metered	35,631	Geothermal Discount	\$ (215.11)
St. Lites Unmetered		Commercial	\$ 70,642.92
Rental Lights		Commercial/LG EO Charge	\$ 2,444.00
Demand	2,210	Large General	\$ 54,301.72
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 3,023.95
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,703,227	Rental Lights	\$ 253.24
		Demand	\$ 12,983.68
Arrears after billing	\$ 12,222.10	Tax	\$ 11,535.05
Penalties Added	\$ 1,507.59		
Arrears end of month	\$ 32,249.32	Total Dollars Billed	\$ 322,629.28
Fuel Cost Billed	\$ 19,449.63		
Amount Collected	\$ 311,345.09	Power Cost Adj.	.01269
Total Adjustments	\$ 12,628.34		

**Large adjustment for meter rollover - billing corrections*

Residential Customers	2,230
Commercial Customers	331
Large General	15
Total Customers	2,576

12/04/18



CITY OF PORTLAND
December-18

WATER DEPARTMENT REPORT

MONTH	Nov-18	PERIOD COVERED	Nov. 1-30, 2018
Customers Billed		Penalties Added	\$ 344.96
City	1,839	Dollars Collected	\$ 50,517.73
Rural	24	Arrears at end of Month	\$ 5,549.55
Total Customers	1,863	Adjustments	\$ 1,745.60
		Gallons Pumped	11,158,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,849,991		\$ 47,048.45
Rural	130,629		\$ 1,504.29
Total	<u>7,980,620</u>		<u>\$ 48,552.74</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,799	Dollars Billed	\$75,863.94
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 75,863.94

Penalties Added	\$ 543.53
Dollars Collected	\$ 76,692.48
Arrears at end of Month	\$ 8,668.39
Adjustments	\$ 2,182.15
Gallons Treated per Million	11.80



IONIA COUNTY BOARD OF COMMISSIONERS

Organizational Meeting Agenda

January 8, 2019

3:00 p.m.

- I. **Call to Order by County Clerk**
- II. **Pledge of Allegiance**
- III. **Organization of Board and Committees**
 - A. Selection of Chairperson
**Meeting turned over to newly elected Chairperson*
 - B. Selection of Vice-Chairperson
 - C. Review and Adoption of Board Rules
** Discussion and adoption of board and committee meeting dates and times*
- IV. **Approval of Agenda**
- 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)
 - B. Approve Closed Session Minutes of December 18, 2018
 - C.
- VII. **Appointments**
 - A. ***Appointments to Standing Committee(s)***
 1. Audit Committee
 2. Facilities Committee
 3. Grievance Hearing Committee
 4. Personnel Committee
 - B. ***Commissioner Appointments to Boards/Commissions***
 1. Area Community Services Employment and Training Council – One appointment. Board Chair or their Designee
 2. Bargaining Committee Representative – One appointment (one-year term).
 3. Board of Public Works – One appointment (three-year term).
 4. Community Corrections Advisory Board – One appointment (one-year term).
 5. Department of Human Services Board – One appointment (one-year term).
 6. Lake Boards – One-year terms
 - Long Lake Board
 - Jordan Lake Board
 - Morrison Lake Board
 7. MAC Workers' Compensation Board – One appointment (one-year term).
 8. Road Commission – One appointment (one-year term).
 9. Southwest Michigan Alliance for Region Three – Two appointments (one-year terms)
 10. Tax Allocation Board – One appointment (one-year term).
 - C. ***Legal Counsel***

D. Department Heads

1. Administrative Health Officer – One-year appointment
2. Building Codes Official – One-year appointment
3. Central Dispatch Director – One-year appointment
4. Equalization Director – One-year appointment
5. Medical Examiner – Four-year appointment

VIII. Unfinished Business

A.

IX. New Business

- A. Freedom of Information Act Appeal Hearing – Sentinel Standard
- B. Prosecutor Office request to represent local municipality
- C. Commission on Aging - hire positions for expanded Congregate Meals Program
- D. Commission on Aging – AAAM FY 2019 contract amendment 61.54-FY19.2
- E. Commission on Aging – request to hire one additional part time Administrative Clerk Position
- F. Commission on Aging – request approval to purchase 2 new home delivery vehicles
- G. Sheriff Office – Contract with Village of Pewamo
- H. Central Dispatch – AT&T contract extension amendment- 36 months.
- I. Acknowledgement of Applications for Appointment
 1. Board of Public Works – Two appointments – two-year terms.
 2. Community Mental Health – one three year term
 3. Parks Advisory Board – One appointment – two-year term.
 4. Tax Allocation Board – One appointment – one-year term.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

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

XIII. Executive Session

- A. Employee improvement form

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works — One three-year term expiring January 2021.
- Community Mental Health Services Board — one three year term, expiring March 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.
- West Michigan Regional Planning Commission — One- one-year terms, expiring December 2019.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee — one — one year appointment

Appointments for consideration in the month of January 2019:

- Tax allocation Board — One Board of Commissioner one year appointment, one general public- one year appointment
- Board of Public works- two —three year appointments
- Park Advisory Board — three -two year terms

Appointments for consideration in the month of February 2019: None

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20322

- Consumers Energy Company requests Michigan Public Service Commission's approval for authority to increase its rates for the distribution of natural gas and for other relief.
- 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, phone: 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: **Wednesday, January 2, 2019, at 9:00 AM**

BEFORE: **Administrative Law Judge Jonathan Thoits**

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 Business Section at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's November 30, 2018 application for the following: 1) authorization to adjust its retail natural gas rates so as to provide additional revenue of \$229 million annually above the level established in Case No. U-18424; 2) authorization to adjust its existing retail natural gas rates so as to produce a rate of return on common equity of not less than 10.75%; 3) approval of the proposed Gas Revenue Decoupling Mechanism; and 4) authorization to implement the proposed Investment Recovery Mechanism.

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 December 27, 2018. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, 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 Michigan Administrative Hearing System's Administrative Hearing Rules 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.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

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