



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

7:00 P.M. Monday, May 6, 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
7:04 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:05 PM	VI. <u>Presentations</u>	
7:15 PM	A. Rudy Tober – Pulse Broadband	
7:15 PM	VII. <u>Public Hearing(s)</u>	
7:30 PM	A. Public Hearing on the Budget Proposed for Fiscal Year 2019-2020	
7:30 PM	VIII. <u>Old Business</u> - None	
7:30 PM	IX. <u>New Business</u>	
7:35 PM	A. Second Reading & Consideration of Ordinance 175NN to Amend the Code of Ordinances of the City of Portland by Adding a New Section 42-318 Entitled “Small Wireless Communications Facilities” to Chapter 42 “Zoning” of Said Code	Decision
7:38 PM	B. Proposed Resolution 19-22 to Adopt the City of Portland’s Annual Budget for Fiscal Year 2019-2020	Decision
7:40 PM	C. Proposed Resolution 19-23 to Amend the Budget for Fiscal Year 2018-2019	Decision
7:42 PM	D. Proposed Resolution 19-24 Approving, Authorizing, and Directing the Mayor to Sign a Permit for a Fireworks Display at Bogue Flats Recreation Area	Decision
7:45 PM	E. Proposed Resolution 19-25 Approving the Parks and Recreation Board’s Recommendation to Approve Allowing the Boy Scouts to Camp Overnight at Community Lake Park	Decision
7:48 PM	F. Proposed Resolution 19-26 Approving the Michigan Public Power Agency’s (MPPA) Recommendation to Authorize an Energy Services Project Transaction for Solar Energy	Decision
7:50 PM	G. Proposed Resolution 19-27 Confirming the Mayor’s Appointment to City Boards and Commissions	Decision

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:53 PM	<p>X. <u>Consent Agenda</u></p> <ul style="list-style-type: none"> A. Minutes & Synopsis from the Regular City Council Meeting held on April 15, 2019 and the Budget Workshop held on April 22, 2019 B. Payment of Invoices in the Amount of \$90,196.05 and Payroll in the Amount of \$222,233.60 for a Total of \$312,429.65 C. Purchase Orders over \$5,000.00 <ul style="list-style-type: none"> 1. Northern Pump and Well in the Amount of \$16,843.00 for Pump and Motor Rehabilitation and Maintenance to Well #6 <p>XI. <u>Communications</u></p> <ul style="list-style-type: none"> A. Board and Commissions Application from Nick Lefke B. DDA Minutes from March 21, 2019 C. Water Department Report for April 2019 D. Wastewater Treatment Plant Report for March 2019 E. Utility Billing Report for March 2019 F. Ionia County Board of Commissioners Agenda for April 16, 2019 G. Ionia County Board of Commissioners Agenda for April 23, 2019 	Decision
7:55 PM	XII. <u>Other Business</u> - None	
8:00 PM	XIII. <u>City Manager Comments</u>	
8:05 PM	XIV. <u>Council Comments</u>	
8:10 PM	XV. <u>Adjournment</u>	Decision



Broadband Market Feasibility Survey Results

2019

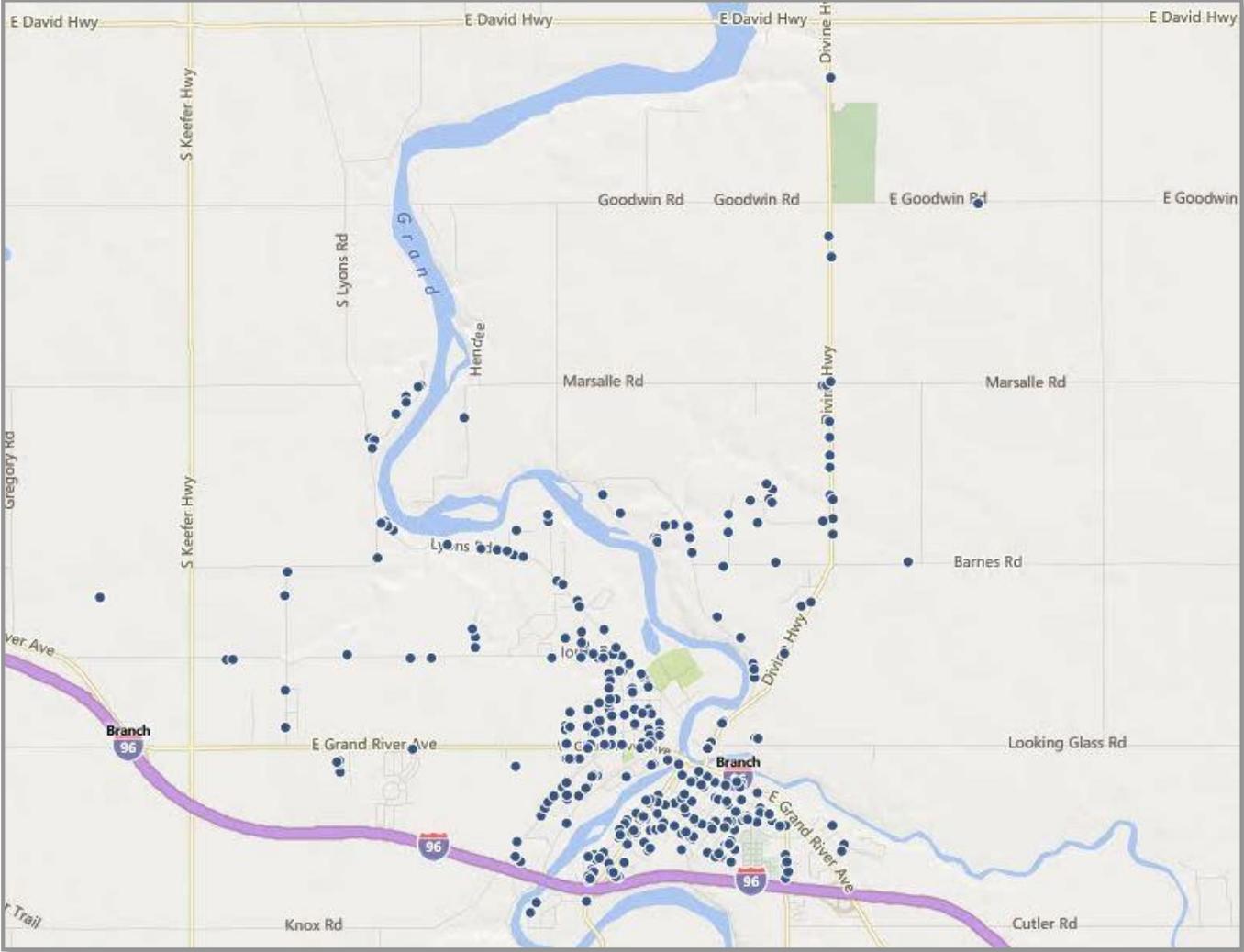
Overview

Broadband Market Feasibility Survey 2019



- 418 total customers responding
- Random sample of 2128 generated from City of Portland's utility customer file
- Utilized 239 emails and mailed 1,889 postcards encouraging online participation
- 272 online survey responses from postcards (65% of the responses)
- 146 survey responses from email (35% of the responses)
- Margin of error +/-4.3% at 95% confidence level

Survey Respondents

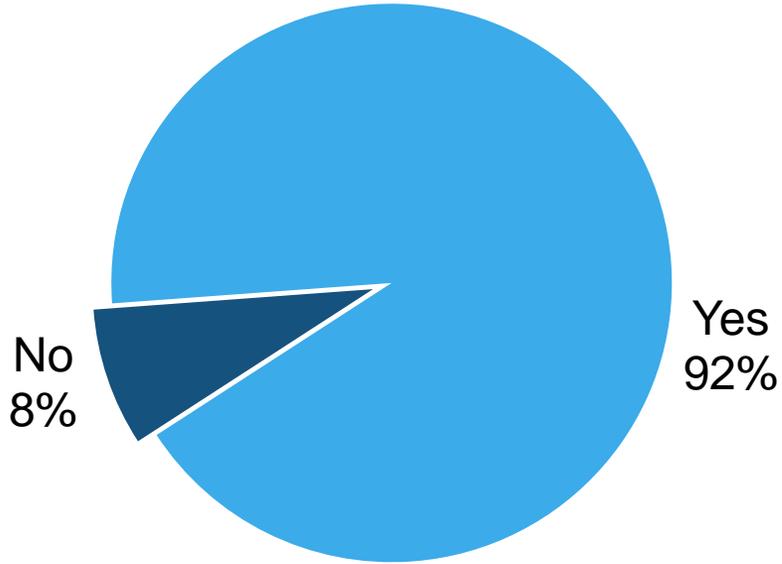




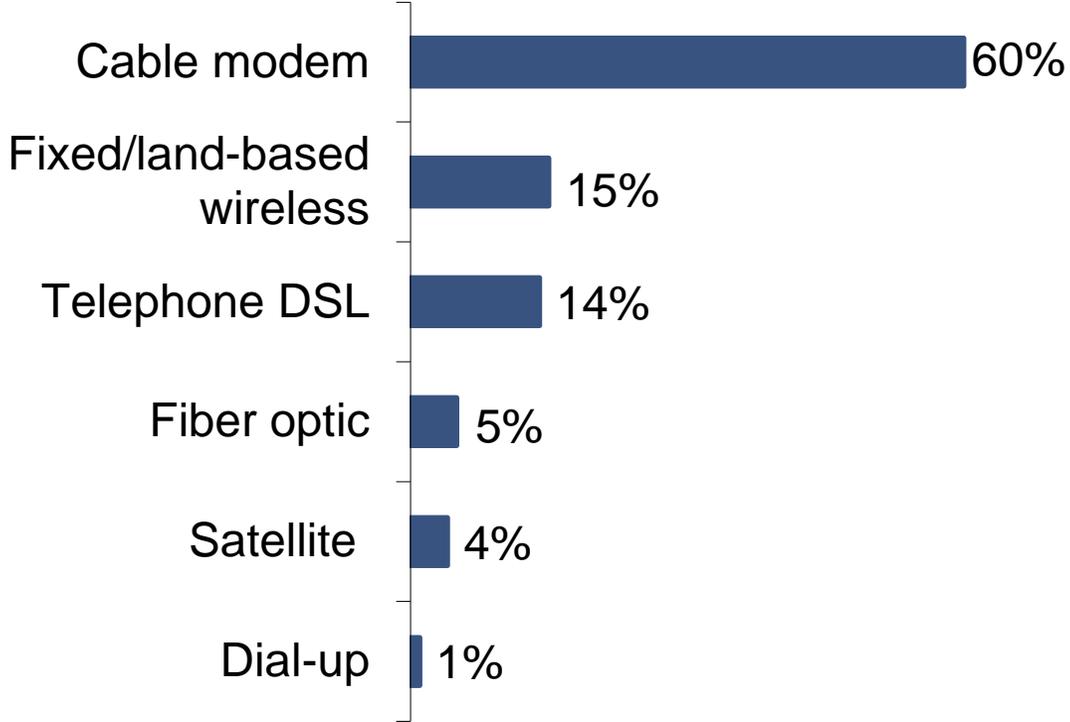
Internet Service

Internet Service

Have Internet Service (excluding cell only)



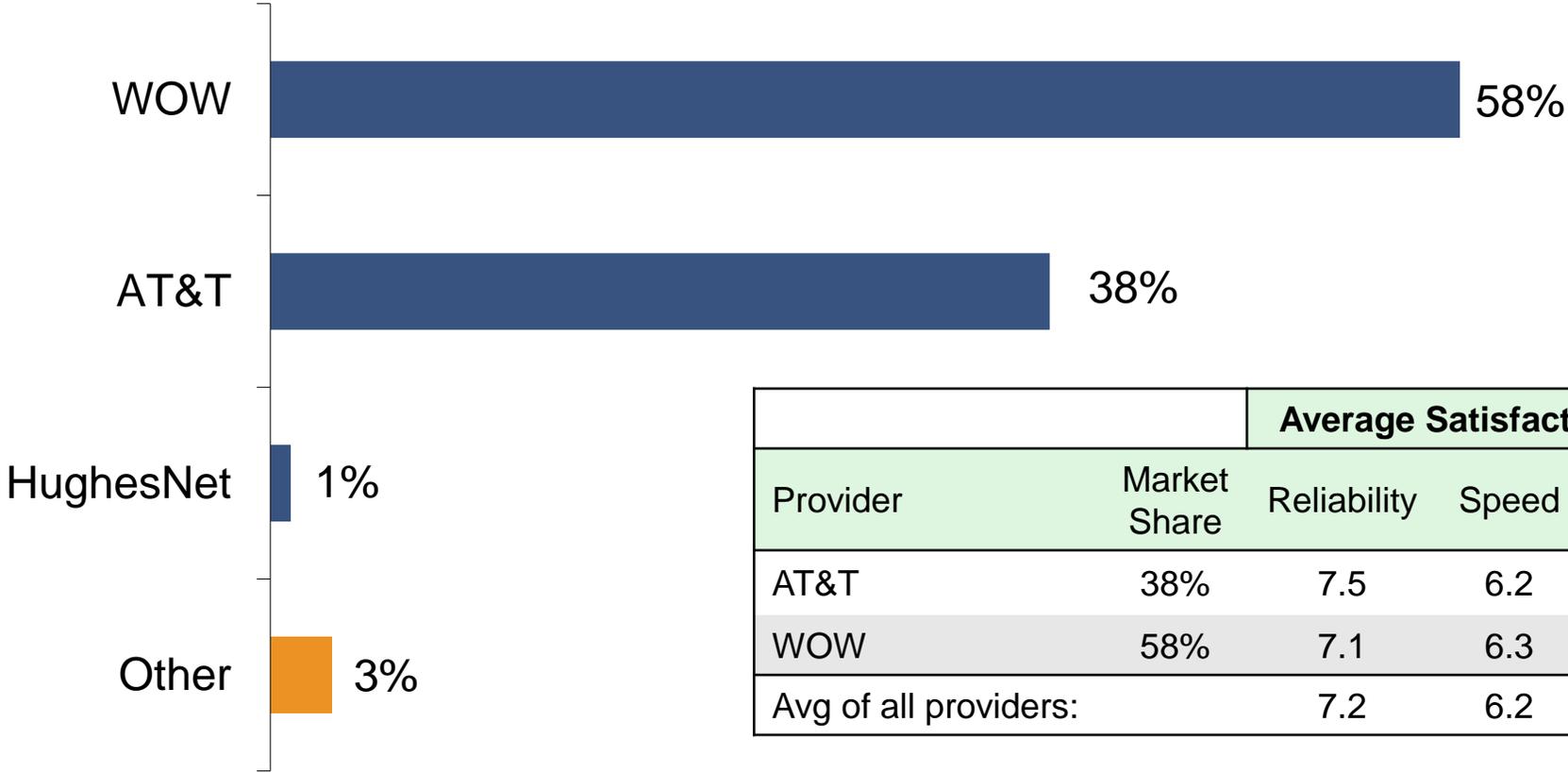
Type of Internet



Internet Service



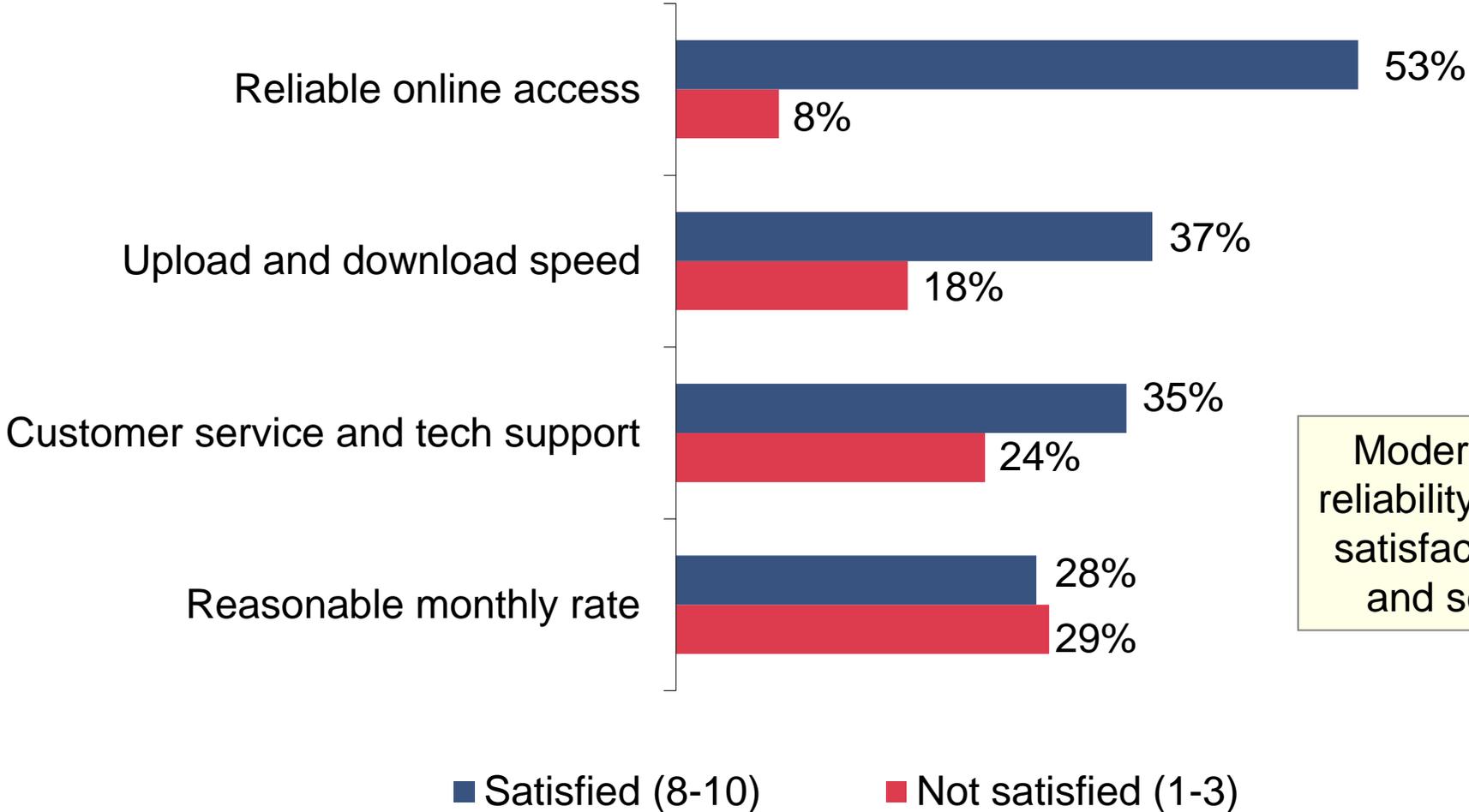
Current Internet Service Provider



		Average Satisfaction Ratings (10 point scale)			
Provider	Market Share	Reliability	Speed	Service/tech support	Cost
AT&T	38%	7.5	6.2	6.3	5.7
WOW	58%	7.1	6.3	5.6	5.2
Avg of all providers:		7.2	6.2	5.9	5.4

Internet Service

Satisfaction with Current Internet Service



Moderate satisfaction with reliability – considerably lower satisfaction with speed, cost and service/tech support

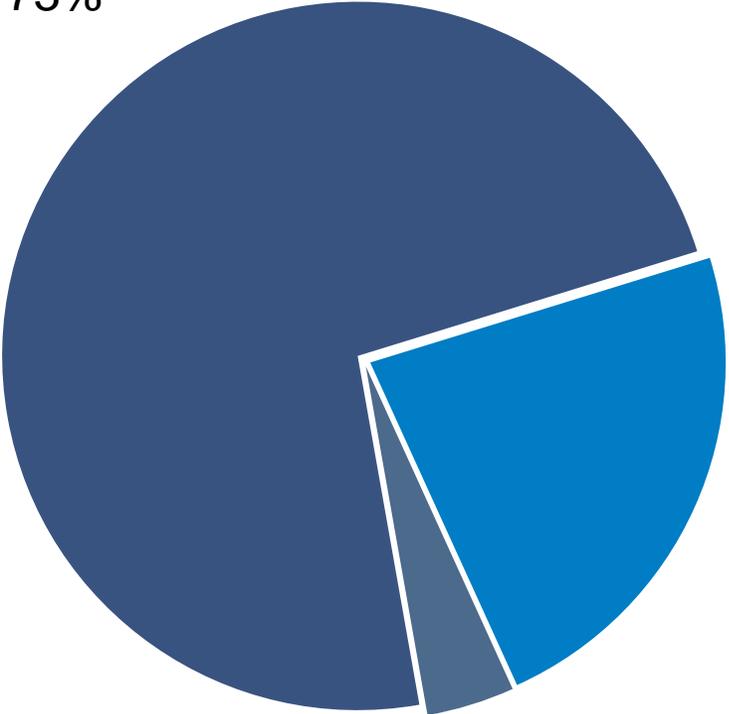


Marketing Opportunities

Marketing Opportunities

Importance of Broadband Service to Area Quality of Life

Absolutely
necessary
73%



More than 9 in 10 view broadband internet as important or absolutely necessary – a messaging opportunity in future marketing efforts

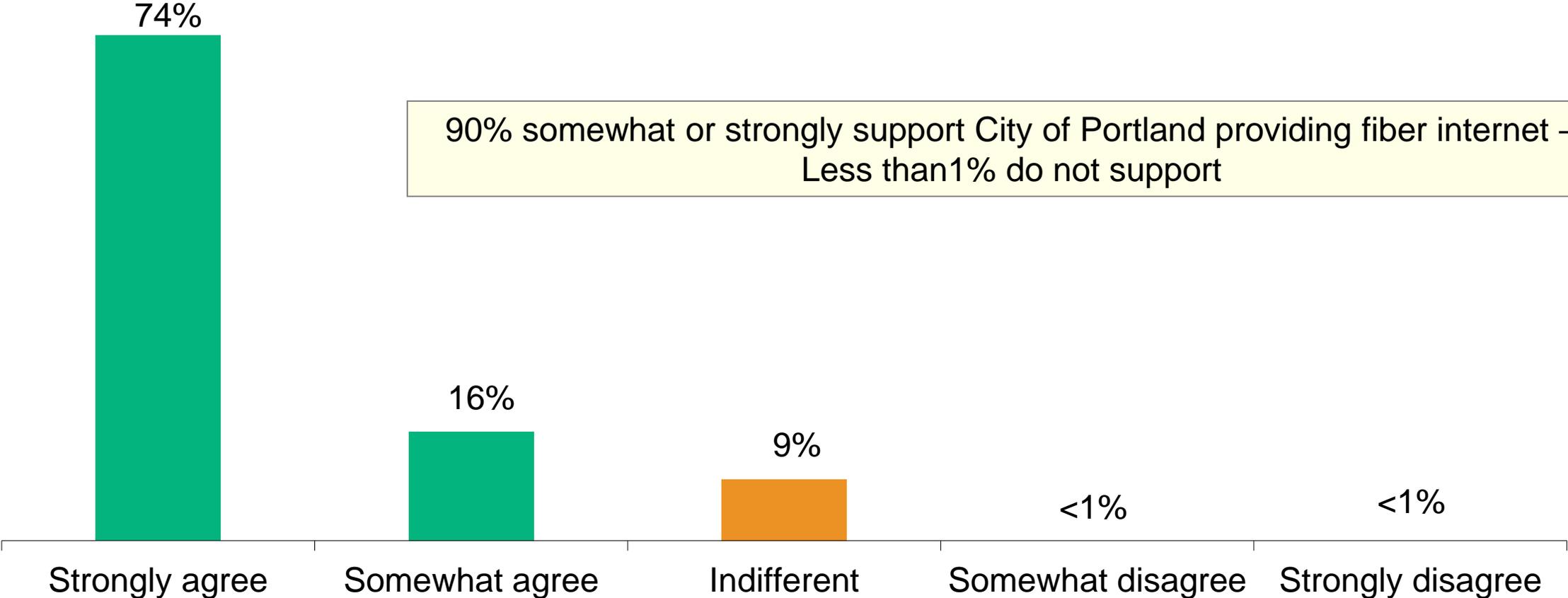
Important,
but not
necessary
23%

No effect
4%

Marketing Opportunities



Agree City of Portland Should Offer High Speed Fiber Internet

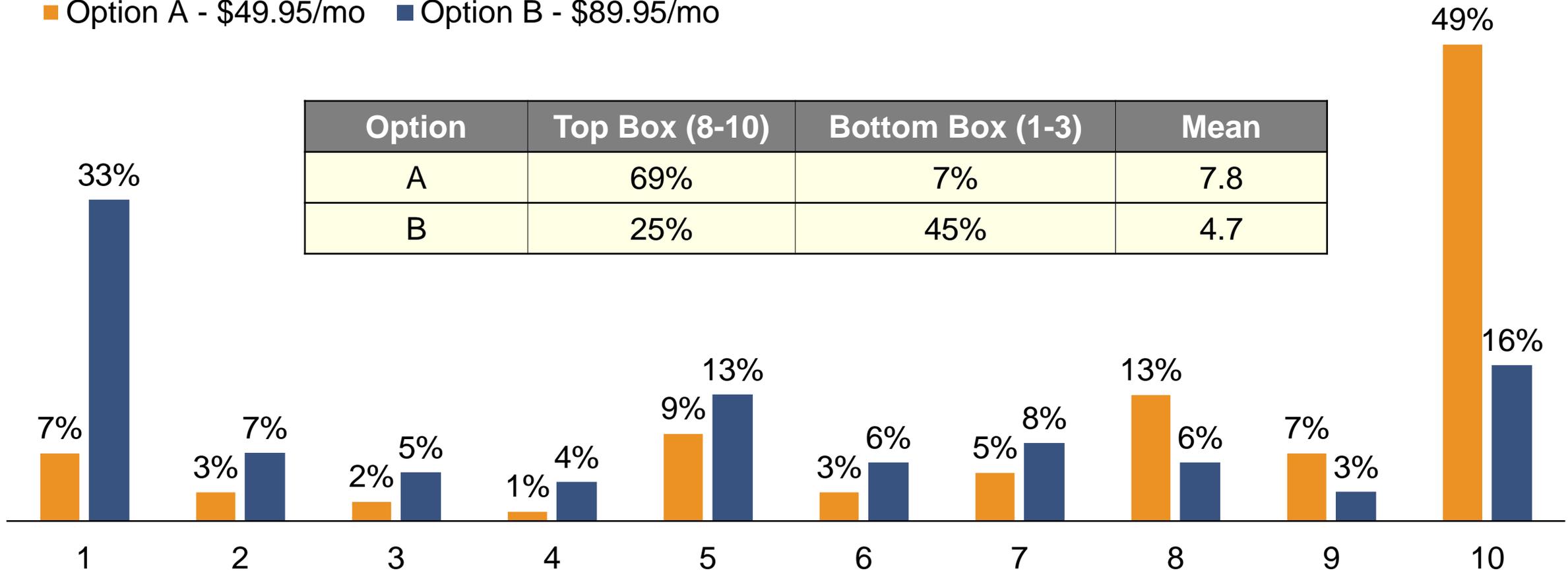


Marketing Opportunities

Interest in Fiber Packages

■ Option A - \$49.95/mo ■ Option B - \$89.95/mo

Option	Top Box (8-10)	Bottom Box (1-3)	Mean
A	69%	7%	7.8
B	25%	45%	4.7



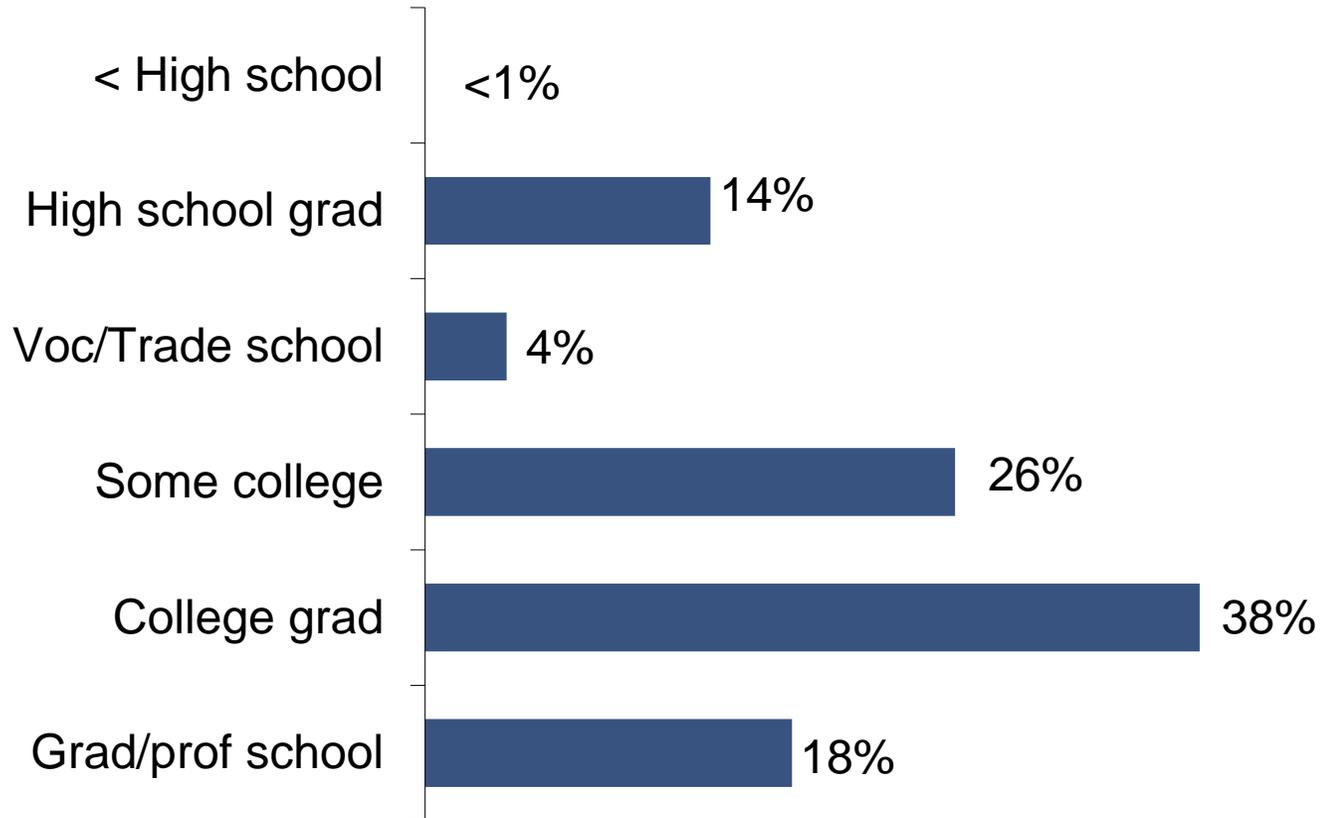
1=not at all interested, 10=very interested



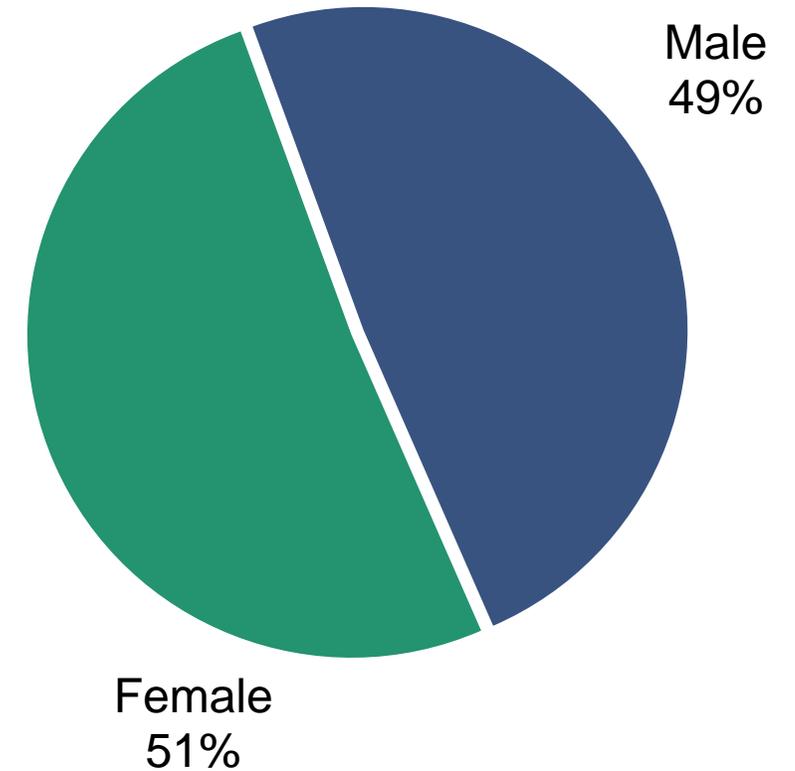
Demographics

Demographics

Education



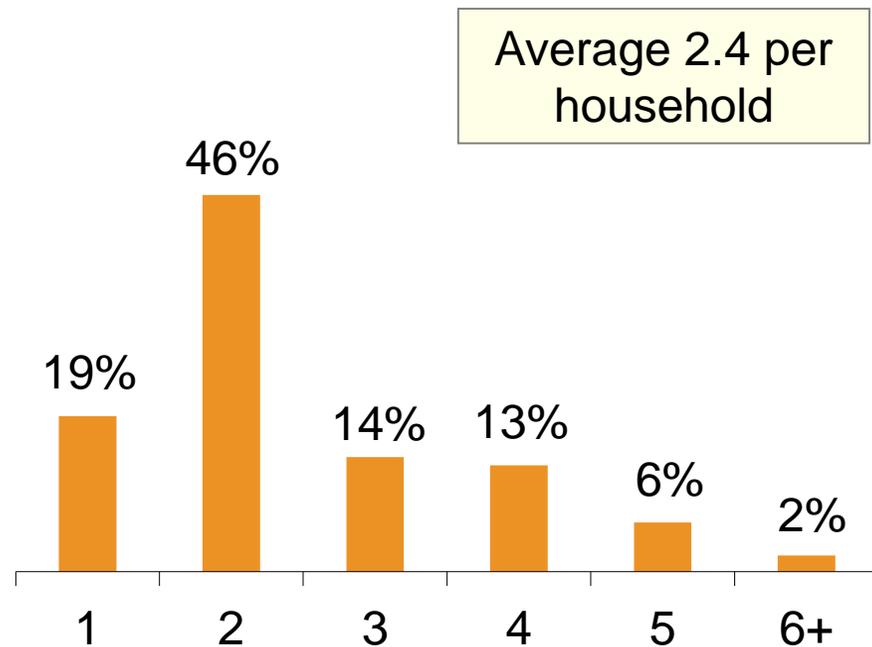
Gender



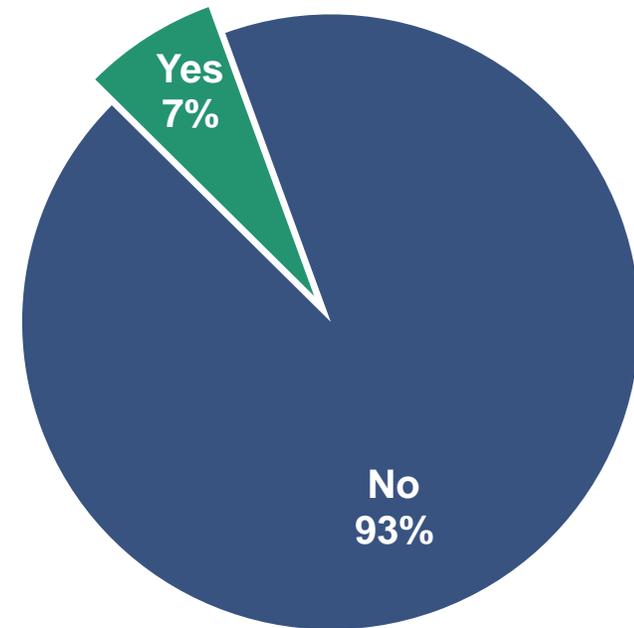
More than half have a college degree with more than 8 in 10 having some post-high school education

Demographics

Number of Residents



Have Home Business



Home businesses are specific potential broadband target market

CITY OF PORTLAND
Ionia County, Michigan

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

ORDINANCE NO. 175NN

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF PORTLAND BY ADDING A NEW SECTION 42-318 ENTITLED “SMALL WIRELESS COMMUNICATIONS FACILITIES” TO CHAPTER 42 “ZONING” OF SAID CODE

THE CITY OF PORTLAND ORDAINS:

Section 1. Addition of Section 42-318 to Chapter 42. Section 42-318 “Small Wireless Communications Facilities” is added to Chapter 42. “Zoning” of the Code of Ordinances of the City of Portland to read as follows:

“Sec. 42-318. Small Wireless Communications Facilities.

(a) *Purpose*

The purpose of this ordinance is to regulate the use of land for small wireless communications facilities in conformance with the small wireless communication facilities deployment act, Act No. 365 of the Public Acts of 2018 (the “Act”). In doing so, the City of Portland (the “authority”) wishes to ensure the reasonable and fair control and management of public rights-of-way, support new technology, avoid interference with right-of-way use, and protect the public, health, safety, and welfare.

(b) Unless otherwise defined by this Section, words shall have the meanings as set forth in the Act.

(c) The activities set forth in section 15(5) of the Act are exempt from zoning review being:

- (1) The replacement of a small cell wireless facility with a small cell wireless facility that is not larger or heavier, in compliance with applicable codes.
- (2) Routine maintenance of a small cell wireless facility, utility pole, or wireless support structure.
- (3) The installation, placement, maintenance, operation, or replacement of a micro wireless facility that is suspended on cables strung between utility poles or wireless support structures in compliance with applicable codes.

(d) A wireless provider may, as a permitted use not subject to zoning review or approval, except that an application for a permitted use is still subject to approval by the authority pursuant to section 15 of the Act, collocate small cell wireless facilities and construct, maintain, modify, operate, or replace utility poles in, along, across, upon, and under the

ROW. Such structures and facilities shall be constructed and maintained so as not to obstruct or hinder the usual travel or public safety on the ROW or obstruct the legal use of the authority's ROW or uses of the ROW by other utilities and communications service providers. Both of the following apply:

- (1) A utility pole in the ROW installed or modified on or after the effective date of this act shall not exceed 50 feet above ground level, unless a taller height is agreed to by the authority and is subject to the special land use process.
 - (2) A small cell wireless facility in the ROW installed or modified shall not extend more than 5 feet above a utility pole or wireless support structure on which the small cell wireless facility is collocated.
- (e) Per the Act, the authority requires zoning approval for certain activities that take place within or outside the public ROW that are not a permitted use under section 13(5) of the Act and Section 42-318(d) which shall hereby be a special land use:
- (1) The modification of existing or installation of new small cell wireless facilities.
 - (2) The modification of existing or installation of new wireless support structures used for such small cell wireless facilities.
- (f) Applications under section (e) shall be submitted as required by Article V of this Chapter.
- (g) Along with applicable zoning criteria, the authority shall not deny an application unless all of the following apply:
- (1) The denial is supported by substantial evidence contained in a written record that is publicly released contemporaneously.
 - (2) There is a reasonable basis for the denial.
 - (3) The denial would not discriminate against the applicant with respect to the placement of the facilities of other wireless providers.
- (h) The review is also subject to the following:
- (1) An applicant's business decision on the type and location of small cell wireless facilities, wireless support structures, or technology to be used is presumed to be reasonable. This presumption does not apply with respect to the height of wireless facilities or wireless support structures. The authority will consider the height of such structures in its zoning review, but shall not discriminate between the applicant and other communications service providers.
 - (2) The authority shall not evaluate or require an applicant to submit information about an applicant's business decisions with respect to any of the following:
 - a. The need for a wireless support structure or small cell wireless facilities.
 - b. The applicant's service, customer demand for the service, or the quality of service.
 - c. Any requirements regarding the appearance of facilities, including those relating to materials used or arranging, screening, or landscaping, shall be reasonable.

Special Land Use criteria shall be used in the review of the applications under Section (e) herein. The Planning Commission may consider spacing, setback, and fall zones that are substantially similar to those of other commercial structures. The Planning Commission may also consider aesthetics as it relates to the area of the proposal. The authority shall publish reasonable aesthetics criteria within a reasonable time in order to effectuate the consideration of aesthetics.

- (i) The application fees under this Section shall be as follows:
 - (1) \$1,000.00 for a new wireless support structure or modification of an existing wireless support structure.
 - (2) \$500.00 for a new small cell wireless facility or modification of an existing small cell wireless facility.
- (j) Within 1 year after a zoning approval is granted, a wireless provider shall commence construction of the approved structure or facilities that are to be operation for use by a wireless services provider unless the authority and the applicant agree to extend this period or the delay is caused by a lack of commercial power or communications facilities at the site. If the wireless provider fails to commence the construction of the approved structure or facilities within the time required pursuant to section 15(2)(1) of the Act, the zoning approval is void, and the wireless provider may reapply for a zoning approval.
- (k) The authority may revoke a zoning approval, upon 30 days' notice and an opportunity to cure, if the permitted small cell wireless facilities and any associated wireless support structure fail to meet the requirements of the approval, applicable codes, or applicable zoning requirements.
- (l) If either the Act or the Order does not become effective or becomes ineffective or is modified due to court action or otherwise, this ordinance shall conform to the court order or amendment or in the absence of the Act or Order the authority may implement reasonable procedures as the authority deems appropriate to process applications.

Section 2. 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.

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

Dated:

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: April 15, 2019

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 _____.

Dated:

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. 19-22

**A RESOLUTION TO ADOPT THE CITY OF PORTLAND’S
ANNUAL BUDGET FOR FISCAL YEAR 2019-2020**

WHEREAS, in accordance with the provisions of the City Charter, the City Manager submitted a recommended budget for the City of Portland, Michigan for the fiscal year commencing July 1, 2019 and ending June 30, 2020 to the City Council on April 22, 2019; and

WHEREAS, the City Council has considered the financial needs of the City of Portland for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the City Manager; and

WHEREAS, on May 6, 2019, the Council did, after proper notice and in accordance with the laws of the State of Michigan, conduct a public hearing on the proposed budget and on the proposed millage rate to be levied to support the proposed budget; and

WHEREAS, the Council has heard and considered all objections and comments on the proposed budget and millage rate to support the proposed budget made at the public hearing.

NOW, THEREFORE BE IT RESOLVED, that the expenditures for the fiscal year commencing July 1, 2019 and ending June 30, 2020 are hereby appropriated by the Portland City Council as follows:

101 - GENERAL FUND

Mayor and Council	\$ 88,555.00
Community Promotion	\$ 302,346.00
City Manager	\$ 170,530.00
Elections	\$ 5,050.00
General Administration	\$ 379,719.00
Assessor’s Department	\$ 53,485.00
City Hall	\$ 57,463.00
Economic Development	\$ 19,460.00
Police Department	\$ 756,629.00
Code Enforcement Zoning and Planning	\$ 55,574.00
Cemetery Department	\$ 155,663.00
Parks Department	\$ <u>160,818.00</u>
SUBTOTAL OF EXPENDITURES FOR GENERAL FUND	\$ 2,205,292.00

105 - INCOME TAX FUND	\$ 1,098,849.00
202 - MAJOR STREET FUND	\$ 850,739.00
203 - LOCAL STREET FUND	\$ 351,633.00
208 - RECREATION FUND	\$ 129,497.00
210 - AMBULANCE FUND	\$ 646,971.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 357,370.00
405 - WELLHEAD IMPROVEMENT FUND	\$ 9,000.00
406 - CAPITAL IMPROVEMENTS	\$ 240,000.00
520 - REFUSE COLLECTION FUND	\$ 140,900.00
582 - ELECTRIC DEPARTMENT FUND	\$ 4,556,481.00
590 - WASTEWATER DISPOSAL FUND	\$ 1,139,459.00
591 - WATER DEPARTMENT FUND	\$ 939,650.00
661 - MOTOR POOL FUND	\$ <u>514,028.00</u>

**GRAND TOTAL EXPENDITURES
ALL FUNDS \$ 13,179,869.00**

BE IT FURTHER RESOLVED, that the contributions "TO and FROM" for the fiscal year commencing July 1, 2019 and ending June 30, 2020 are hereby appropriated by the City Council as follows:

From General Fund	
To Recreation	\$ 32,000.00
To Motor Pool	\$ <u>50,000.00</u>
	\$ 157,000.00
From Income Tax	
To Major Street Fund	\$ 315,000.00
To Wastewater	\$ 1,000.00
To Water	\$ 1,000.00
To Motor Pool	\$ <u>80,000.00</u>
	\$ 397,000.00
From Ambulance	
To Motor Pool	\$ 26,552.00
From Capital Improvement Fund	
To Major Street Fund	\$ 160,000.00
To Local Street Fund	\$ <u>80,000.00</u>
	\$ 240,000.00
From Electric Fund	
To General Fund	\$ 50,037.00

From Wastewater Fund		
To General Fund	\$	31,764.00

From Water Fund		
To General Fund	\$	32,009.00
To Wellhead Grant	\$	9,000.00
	\$	<u>41,009.00</u>

GRAND TOTAL TRANSFERS		
ALL FUNDS	\$	<u>943,362.00</u>

BE IT FURTHER RESOLVED, that the revenues for the fiscal year commencing July 1, 2019 and ending June 30, 2020 are estimated as follows:

101 - GENERAL FUND REVENUE		
Taxes		\$1,111,554.00
Licenses & Permits	\$	24,100.00
Grants / Revenue Sharing	\$	467,994.00
Charges for Services	\$	336,044.00
Fines & Forfeits	\$	14,000.00
Other	\$	<u>197,810.00</u>
 SUBTOTAL OF REVENUES FOR GENERAL FUND		 \$ 2,151,502.00
 105 - INCOME TAX FUND	\$	 724,400.00
150 - PERPETUAL CARE	\$	12,500.00
202 - MAJOR STREET FUND	\$	851,262.00
203 - LOCAL STREET FUND	\$	292,001.00
208 - RECREATION FUND	\$	129,500.00
210 - AMBULANCE FUND	\$	597,432.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$	338,515.00
405 - WELLHEAD IMPROVEMENT FUND	\$	9,000.00
520 - REFUSE COLLECTION FUND	\$	142,000.00
582 - ELECTRIC DEPARTMENT FUND	\$	3,993,725.00
590 - WASTEWATER DISPOSAL FUND	\$	938,500.00
591 - WATER DEPARTMENT FUND	\$	649,827.00
661- EQUIPMENT FUND	\$	<u>381,552.00</u>
 GRAND TOTAL REVENUES ALL FUNDS		 <u>\$11,211,716.00</u>

BE IT FURTHER RESOLVED, that funds be appropriated from fund balances to balance the budget as follows:

101 - GENERAL FUND	\$ 53,790.00
105 - INCOME TAX FUND	\$ 374,449.00
203 - LOCAL STREET FUND	\$ 59,632.00
210 - AMBULANCE FUND	\$ 49,539.00
248 – DDA FUND	\$ 18,855.00
406 - CAPITAL IMPROVEMENTS FUND	\$ 240,000.00
582 - ELECTRIC DEPARTMENT FUND	\$ 562,756.00
590 - WASTEWATER FUND	\$ 200,959.00
591 - WATER DEPARTMENT FUND	\$ 289,823.00
661 – MOTOR POOL FUND	<u>\$ 132,476.00</u>

TOTAL \$ **1,982,279.00**

BE IT FURTHER RESOLVED, that 12.6574 mills be levied on the taxable assessed valuation as equalized for general operating requirements of the City of Portland and 1.000 mills be levied on the taxable assessed valuation as equalized for local streets and the Mayor and Clerk are authorized to sign the 2019 Tax Rate Request (form L-4029) to request a total levy of 13.6574 mills.

BE IT FURTHER RESOLVED, the water and wastewater utility rates have been reviewed and determined that a 2% and 5% increase, respectively, in water and wastewater rates is necessary to support the appropriations set forth above.

BE IT FURTHER RESOLVED, that the City Manager is authorized to make budgetary transfers within the line items of appropriation centers established through this budget and that all transfers between appropriations listed in this resolution may be made only by further action of the Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

BE IT FURTHER RESOLVED, that the funds appropriated shall be drawn from the treasury of the City for the purpose pursuant to the authority granted by the Portland City Charter.

BE IT FINALLY RESOLVED that 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: May 6, 2019

Monique I. Miller, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Portland, County of Ionia, State of Michigan, at a regular meeting held on May 6, 2019 and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976.

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-23
A RESOLUTION TO AMEND THE BUDGET
FOR FISCAL YEAR 2018-2019

WHEREAS, State law prohibits local units of government from ending any fiscal year with a negative fund balance in any fund; and

WHEREAS, the Finance Director has reviewed current fund balances and expenditures for FY 2018-2019 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the 2018-2019 fiscal budget amendments as listed on the attached Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: May 6, 2019

Monique I. Miller, City Clerk

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND
3rd Quarter

GL Number	GL DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)	REASON
101-100-999.405	TRANSFER TO WELLHEAD GRANT	1,210.40	
405-000-699.101	CONTRIBUTION FROM GENERAL FUND	1,210.40	
105-254-999.202	TRANSFER TO MAJOR STREETS	41,200.00	
202-000-699.105	CONTRIBUTION FROM INCOME TAX	41,200.00	
101-100-999.661	TRANSFER TO MOTOR POOL	125,000.00	
661-000-699.101	CONTRIBUTION FROM GENERAL FUND	125,000.00	
105-254-999.203	TRANSFER TO LOCAL STREETS	245,220.00	
203-000-699.105	TRANSFER FROM INCOME TAX	245,220.00	
101-000-694.000	SALE OF LAND	363,530.57	Sale of property
101-100-999.105	TRANSFER TO INCOME TAX	363,530.57	
105-000-699.101	CONTRIBUTION FROM GENERAL FUND	363,530.57	
203-452-803.018	ENGINEERING - CUTLER RD EXPANSION	(78,375.00)	
203-452-804.018	CONSTRUCTION - CUTLER RD EXPANSION	48,381.00	
101-301-977.000	CAPITAL OUTLAY-EQUIPMENT	16,839.43	Total loss of 2016 Ford Explorer
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	22,278.90	
590-441-804.017	CONTRACTED SERVICES - JAMES STREET	(11,223.00)	
591-441-804.017	CONTRACTED SERVICES - JAMES STREET	23,037.00	
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	(64,084.34)	Revenue portion not coming to General Fund
101-201-958.000	DUES & SUBSCRIPTIONS	1,800.00	Update General Administration
101-301-869.000	MILEAGE	30.00	
101-751-803.000	ENGINEERING SERVICE	(10,000.00)	Amount not needed for survey
150-000-633.000	PERPETUAL CARE FEES	9,500.00	To record increase in revenue
202-000-699.406	TRANSFER FROM CIP STREET FUND	(126,200.00)	
202-473-804.000	CONTRACTUAL SERVICE	(85,000.00)	Moving this to 19-20 fiscal year (Bridge project)
203-000-577.000	CONTRIBUTION FROM STATE -GRANT	55,740.34	
203-452-804.017	CONTRACTED SERVICES - JAMES STREET	(146,504.00)	
208-690-804.000	CONTRACTUAL SERVICE	600.00	Forte credit card charges
210-302-745.000	MOTOR FUEL & OIL	5,500.00	
210-302-958.000	DUES & SUBSCRIPTIONS	1,425.00	
	NET CHANGE	6,925.00	Update Ambulance Fund

248-000-402.000	REAL PROPERTY TAXES	52,856.52	
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	<u>2,885.98</u>	
	NET CHANGE	55,742.50	Update increased revenues
248-275-992.000	PRINCIPAL PAYMENT	88,000.00	
520-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	(9,900.00)	To Update Refuse revenues (recycling money we no longer
582-000-678.001	REIMBURSEMENTS-MPPA	(120,000.00)	Update Electric Department revenues
582-539-804.000	CONTRACTUAL SERVICE	200.00	
582-539-956.000	MISCELLANEOUS EXPENSES	<u>3,250.00</u>	
	NET CHANGE	3,450.00	
590-000-646.000	NEW SERVICE	1,500.00	
590-000-699.105	TRANSFER FROM INCOME TAX	<u>58,043.54</u>	
	NET CHANGE	59,543.54	Update Waste Water Revenues
590-548-931.000	M & R EQUIPMENT	<u>2,870.00</u>	
591-000-646.000	NEW SERVICE	5,227.40	
591-000-699.105	TRANSFER FROM INCOME TAX	<u>3,531.61</u>	
	NET CHANGE	8,759.01	Update Water Revenues

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-24

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE
MAYOR TO SIGN A PERMIT FOR A FIREWORKS DISPLAY AT
BOGUE FLATS RECREATION AREA**

WHEREAS, the Chamber of Commerce has requested that the City Council approve a permit for Melrose Pyrotechnic, Inc. to put on a fireworks display at the Bogue Flats Recreation Area on the third of July to celebrate Independence Day with no rain date; and

WHEREAS, the City Manager recommends that Council approve the display subject to the Chamber and Pyrotechnics company providing proof of insurance (attached as Exhibit A) and Melrose Pyrotechnics, Inc. locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance; and fire department personnel and vehicles being present at the display site perimeter when the fireworks are set off) and Act 358 of the Public Acts of Michigan of 1968, as amended.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves and authorizes the Mayor to sign a permit (attached as Exhibit B) for a fireworks display at the Portland Public School High School Football Field as a part of a fourth of July celebration on Wednesday, July 3, 2019, subject to the Chamber and Pyrotechnics company providing proof of insurance and Melrose Pyrotechnics, Inc. locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance, and fire department personnel and vehicles must be at the display site perimeter) and Act 358 of the Public Acts of Michigan of 1968, as amended.
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: May 6, 2019

Monique I. Miller, City Clerk

APPLICATION FOR FIREWORKS DISPLAY PERMIT
 Michigan Department of Energy, Labor, & Economic Growth
 Bureau of Fire Services
 P.O. Box 30700
 Lansing, MI 48909
 (517) 241-8847

2019

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
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<input checked="" type="checkbox"/> PUBLIC DISPLAY	<input type="checkbox"/> AGRICULTURAL PEST CONTROL	Date of Application <i>3/6/2019</i>
Name of Applicant <i>Melrose Pyrotechnics, Inc.</i>	Address <i>PO Box 302, Kingsbury, IN 46345</i>	Age (18 or over)
If a Corporation, Name of President <i>Michael Cartolano</i>	Address <i>PO Box 302, Kingsbury, IN 46345</i>	
If a Non-resident Applicant: Name of MI Attorney or Resident Agent <i>Michael Falk</i>	Address <i>9019 West Belding Rd, Suite 3, Belding, MI 48809</i>	Phone No. <i>(616) 794-0205</i>
Name of Pyrotechnic Operator <i>Rodney Loper</i>	Address <i>9019 West Belding Rd, Suite 3, Belding, MI 48809</i>	Age (18 or over) <i>48</i>
No. Years Experience / No. Displays <i>9 yrs / 90+</i>	Where <i>Michigan</i>	
Name of Assistant: <i>Brian Loper</i>	Address <i>9019 West Belding Rd, Suite 3, Belding, MI 48809</i>	Age <i>52</i>
Name of Other Assistant:	Address	Age
Exact Location of Proposed Display <i>Bogue Flats Recreation Area, Portland, MI 48875</i>		
Date of Proposed Display <i>July 3, 2019</i>		Time of Proposed Display <i>Dusk</i>

No. Of Fireworks	Kind of Fireworks to be Displayed
<i>Approximately 1000</i>	<i>Aerial display shells ranging in size from 1 1/4 inches to 5 inches in diameter.</i>

Manner & Place of Storage Prior to Display (Subject to Approval of Local Fire Authorities)
No storage necessary, delivered on date of display

Amount of Bond of Insurance (to be set by local gov't) <i>\$5,000,000.00</i>	Name of Bonding Corporation or Insurance Company <i>Britton-Gallagher & Associates</i>
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Address of Bonding Corporation or Insurance Company
One Cleveland Center, Floor 30; 1375 East 9th Street, Cleveland, Ohio 44114

Signature of Applicant


For Melrose Pyrotechnics, Inc.

FIREWORKS DISPLAY PERMIT
 Michigan Department of Energy, Labor, & Economic Growth
 Bureau of Fire Services
 P.O. Box 30700
 Lansing, MI 48909
 (517) 241-8847

2019

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
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This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.

PUBLIC DISPLAY
 AGRICULTURAL PEST CONTROL

Issued To <i>Melrose Pyrotechnics, Inc.</i>	Age (18 or over)
Address <i>9019 West Belding Road, Suite 3, Belding, MI 48809</i>	
Name of Organization, Group, Firm, or Corporation <i>Portland Chamber of Commerce</i>	
Address <i>PO Box 303, Portland, MI 48875</i>	
Number and Types of Fireworks <i>Approximately 1000 aerial display shells ranging in size from 1 1/4 inches to 5 inches in diameter.</i>	
Exact Location of Display <i>Bogue Flats Recreation Area, Portland, MI 48875</i>	
City, Village, Township <i>Portland</i>	Date <i>July 3, 2019</i>
Time <i>Dusk</i>	Amount <i>\$5,000,000.00</i>
Bond or Insurance Filed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

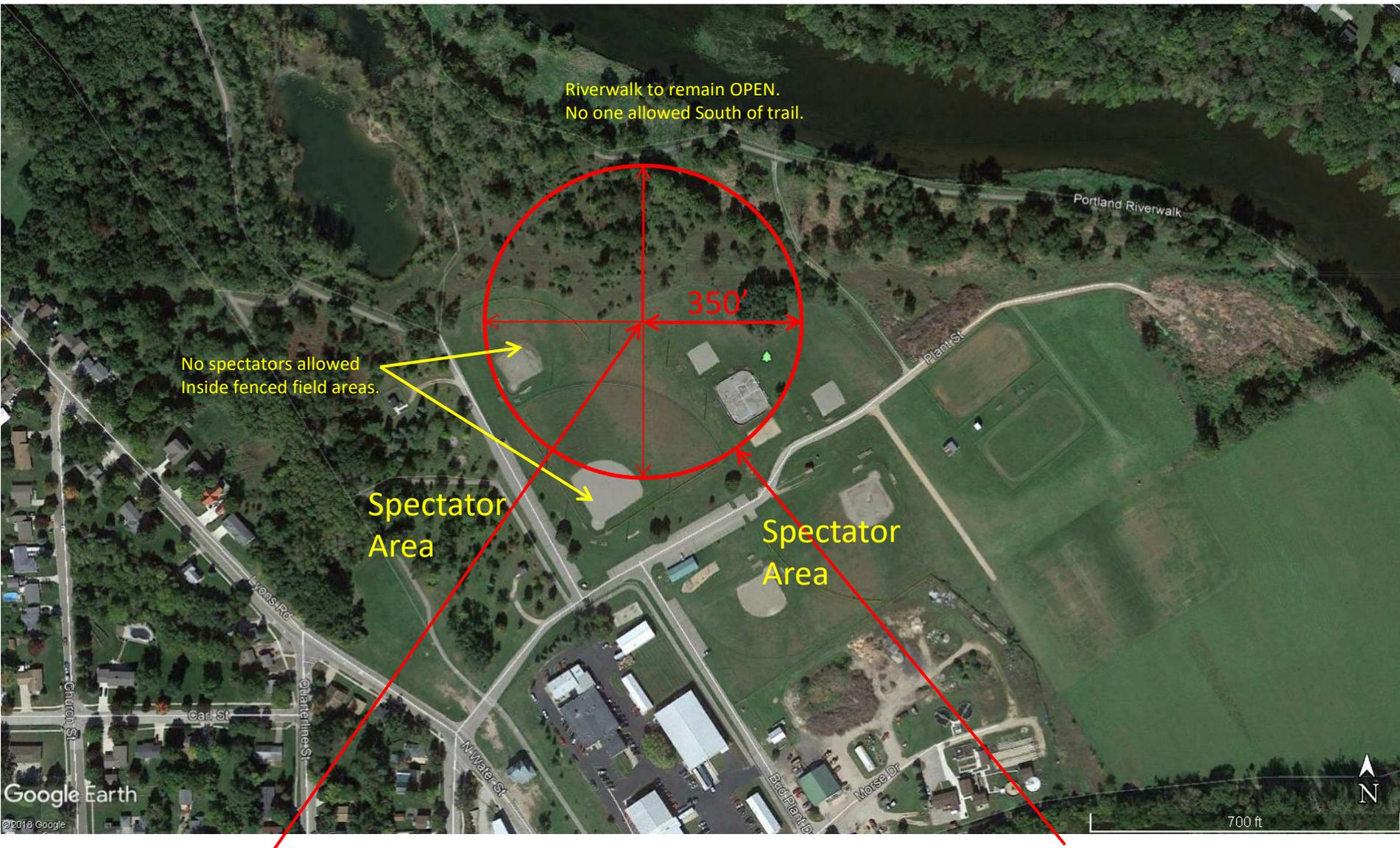
Issued by action of : council commission board of the

city village township of _____

(Name of City, Village, Township)

on the _____ day of _____, _____

 (Signature and Title of Council/Commission/Board Representative)



Launch Location

Setup area: 50' X 50'

Radius from setup area: 350'

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-25

**A RESOLUTION APPROVING THE PARKS AND RECREATION BOARD'S
RECOMMENDATION TO APPROVE ALLOWING THE BOY SCOUTS TO
CAMP OVERNIGHT AT COMMUNITY LAKE PARK**

WHEREAS, the Parks and Recreation Board met on April 15, 2019 and recommended that the City Council approve allowing the Boy Scouts to camp overnight at Community Lake Park on Saturday, May 18, 2019, a copy of the Parks, Recreation and Cemetery Directors Memo summarizing that action is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Parks and Recreation Board recommendation to approve allowing the Boy Scouts to camp overnight at Community Lake Park on Saturday, May 18, 2019.
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: May 6, 2019

Monique I. Miller, City Clerk



April 16, 2019

To: City Council / City Manager
From: Parks & Recreation Board
Re: Camping at Community Lake Park

Council,

The Parks & Recreation Board held their scheduled meeting on Monday, April 15, 2019 at City Hall in the Executive Board Room. The meeting included the following item and action.

Scoutmaster Bryan Gehrcke requested permission to use Community Lake Park for a Boy Scout overnight camp on the evening of Saturday, May 18. The goal of the event is to provide an outdoor, overnight experience for the scouts. The event is also designed to provide greater exposure to the scout program as they will run daytime activities and demonstrations for the public. Setup will begin at approximately noon on Saturday, May 18. The overnight portion will take place that evening and will host approximately 30 scouts and chaperones. The setup will include a designated area for participant tents. The plan is to be out of the park by approximately 10:00 on Sunday, May 19.

After discussion by the Parks & Rec Board a motion was made by Chad Williams to recommend to Council the approval of the overnight camping that is included in the Boy Scout event to be held on Saturday, May 18, 2019. The motion was seconded by Denny Cunningham, and carried.

Respectfully,

Neil Brown, Director
Parks, Recreation, & Cemetery
City of Portland
(517) 647-7985
nbrown@portland-michigan.org

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

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-26

A RESOLUTION APPROVING THE MICHIGAN PUBLIC POWER AGENCY'S (MPPA) RECOMMENDATION TO AUTHORIZE AN ENERGY SERVICES PROJECT TRANSACTION FOR SOLAR ENERGY

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 MPPA is recommending replacing the anticipated loss of renewable energy from the Pegasus Project by expanding solar energy expected to be received from the Assembly Solar Facility in Shiawassee County, Michigan; and

WHEREAS, at its meeting on April 15, 2019, the Board of Light and Power passed a recommendation to City Council to join the Coldwater Peaking Service Committee as recommended by the MPPA, a copy of a letter from Electric Superintendent, Mike Hyland is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves the Michigan Public Power Agency's (MPPA) recommendation to authorize the Electric Superintendent or City Manager to sign the Energy Services Project Transaction Authorization, a copy of a letter from Electric Superintendent, Mike Hyland and Authorization are 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: May 6, 2019

Monique I. Miller, City Clerk

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

April 16th, 2019

Re: Light & Power Board Recommendations

City Council
City Manager

Last night at the Light & Power Board meeting the Light & Power Board passed the following recommendations to the City Council.

#1-Recommend to purchase 3 months of energy to offset Pegasus energy that is not available at the present time. (Ok'd by city council previously)

#2-Recommend to have the Member Authorized Representative to sign a Purchase Power Agreement/Letter of Authorization to purchase Assembly Solar Power to fill the gap left by Pegasus.

#3-Recommend the 2019-2020 budget as presented per City Charter, with the insurance/salaries to be determined.

#4-Recommend to purchase radiant heaters, to back up the boilers in the warehouse. In process obtaining quotes.

Respectfully,



Jon M. Hyland,

City of Portland Board of Light & Power





ENERGY SERVICES PROJECT TRANSACTION AUTHORIZATION

This Transaction Authorization (“Authorization”) is made and entered into as of _____, 2019, 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 Agreement

MPPA’s Solar Power Supply Agreement for the solar facility located in Shiawassee County, Michigan is with Assembly Solar, LLC. MPPA will allocate a pro rata portion of MPPA’s rights and obligations contained in the 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 the solar facility's interconnection point with the METC transmission system at the Goss 138kV Substation.

Section 3. Term

The term of the Power Purchase Commitment will begin upon the declared commercial operation date of the solar facility, currently estimated to begin January 1, 2022 and continue for 25 years thereafter.

Section 4. Amount

The Participant is allocated a percentage of output from the solar facility as shown below.

Approximate Installed Capacity	Allocation Percentage
0.8 MW	1.93%

Section 5. Product

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

Section 6. Price

Participants will pay to MPPA a maximum rate of \$36.95 per MWh delivered in year 1 depending on actual generation from the 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 facility in Section 1 to proceed.

Authorized Representative

By _____

Its _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-27

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT
TO CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointment:

Parks & Recreation Board

-Jacob Spedoske to a term expiring June 30, 2023

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointments as set forth above.
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: May 6, 2019

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, April 15, 2019

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; DDA/Main Street Director ConnerWellman

Guests: Kathy Parsons, Robert Lathers of The Beacon; Mitchell Boatman of the Ionia 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 statistically valid survey for the Broadband Initiative Project has been completed. The City should receive the full report of results within a week or two.

The City continues to work with both Portland Public School and St. Patrick Schools on the Safe Routes to School grant process.

The final punch list items on Hyland Dr. will take place this spring.

Construction on the Grand River Ave. Bridge Improvement Project is expected to take place in Spring 2020. Survey and design work will take place soon. This project will include improvements to the approaches to the bridge.

The 1st Phase of the MDOT Small Urban Project on Grand River Ave. from the City limits to around Rowe Ave. is also expected to take place in Spring 2020.

The Planning Commission met on Wednesday, April 10, 2019 where they received information on a proposed development of elderly housing by The Brook at the Rindlehaven property. Their next meeting will be held on Wednesday, May 8, 2019 where they will consider a request by Bill Fabiano to rezone 103 E. Grand River Ave. from C-2 to C-1 to allow a lot split. They will also consider requests from Mayberry Homes to amend the TND PUD for the Rindlehaven

Development and The Brook to rezone a portion of the TND PUD to R-3 and for a Special Land Use Permit.

City Manager Gorman also stated that Tim Fuller has been doing extensive work to the Opera Block Properties on Kent St. City Manager Gorman and Chief Thomas are working with Mr. Fuller to minimize the impact to the downtown as much as possible.

Under Presentations, DDA/Main Street Director ConnerWellman presented her report on downtown activities. Director ConnerWellman provided updates on business and property in the DDA District along with other projects and recent activities. The DDA will be considering a change in funding for façade projects at their next meeting.

Mayor Barnes presented the 2019 Arbor Day Proclamation proclaiming April 26, 2019 as Arbor Day in the City of Portland and indicating seedlings will be distributed at the schools and a tree planting will be held that day at the Red Mill Pavilion at 2:00 P.M.

Under New Business, the First Reading of Ordinance 175NN to amend the Code of Ordinances of the City of Portland by adding a new Section 42-318 entitled “Small Wireless Communications Facilities” to Chapter 42 “Zoning” of said code.

City Manager Gorman explained that Ordinance 175NN would create the regulatory framework for the public right-of-way. This is the sister ordinance to Ordinance 199 for Small Cell Wireless Communication Facilities that was approved by Council on March 18, 2019.

The Council considered Resolution 19-21 to schedule a Public Hearing for the Fiscal Year 2019-2020 Budget on May 6, 2019 at 7:00 P.M.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 19-21 setting a Public Hearing on the budget proposed for Fiscal Year 2019-2020.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, 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 April 1, 2019, payment of invoices in the amount of \$73,777.82 and payroll in the amount of \$116,209.18 for a total of \$189,987.00. 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 stated that due to the construction that will take place at Portland High School over the summer the 4th of July fireworks will be held at Bogue Flats.

City Manager Gorman further noted that the annual Clean Up Day will be held Saturday, May 4, 2019 at the DPW compound from 7:00 A.M. to 3:00 P.M. This year’s cleanup will again be a joint effort with Danby Township and Portland Township. Residents will be limited to one load per household.

The tentative date for the annual budget workshop is Monday, April 22, 2019 at 5:30 P.M.

Under Council Comments, Mayor Pro-Tem VanSlambrouck noted that the new Muffler Man store should be ready to open very soon.

He further extended congratulations to City Manager Gorman for being part of the creation of the new City Manager forum, Michigan Municipal Managers Collaboration, to exchange information and ideas.

Mayor Pro-Tem VanSlambrouck extended condolences to the people of France on the extensive fire at the Notre Dame Cathedral that occurred today; the steeple has collapsed.

Mayor Barnes echoed his condolences as well.

Mayor Barnes reminded residents that today is Tax Day and noted that the filing deadline for the City of Portland is April 30, 2019.

Council Member Baldyga echoed the sentiments extended by Mayor Pro-Tem VanSlambrouck and Mayor Barnes.

Council Member Baldyga stated that he loves the common sense approach the City Manager Gorman and other City Managers across the state use; they are creating a model for others.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:46 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the April 15, 2019 City Council Meeting

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

Present – Mayor Barnes; Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga, and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Thomas; DDA/Main Street Director ConnerWellman

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

Presentation - Mayor Barnes presented the 2019 Arbor Day Proclamation.

First Reading of Ordinance 175NN to amend the Code of Ordinances of the City of Portland by adding a new Section 42-318 entitled “Small Wireless Communications Facilities” to Chapter 42 “Zoning” of said code.

Approval of Resolution 19-21 to approve Resolution 19-21 setting a Public Hearing on the budget proposed for Fiscal Year 2019-2020.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:46 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

City of Portland

Portland, Michigan

Minutes of the City Council Budget Workshop

Held on Monday, April 22, 2019

In the Conference Room at City Hall

Present: Mayor Barnes; Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, and Johnston; City Manager Gorman; Finance Officer Tolan; City Clerk Miller

Absent: Council Member Baldyga

The meeting was called to order at 5:39 P.M.

City Manager Gorman and Finance Officer Tolan presented the Fiscal Year 2019-2020 budget summary reports and information.

There was discussion throughout.

Mayor Barnes thanked City Manager Gorman and Finance Officer Tolan for their efforts in the budget process.

The workshop was adjourned at 8:55 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	744.33
USA BLUEBOOK	01850	CHEM TESTING/SUPPLIES - WATER	372.02
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - MP	454.07
ELHORN ENGINEERING	00139	CHLORINE/CONTAINERS ETC - WATER	484.50
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOYMENT PHYSICAL - AMB	113.50
AARON'S PLUMBING & DRAIN CLEANING	02581	FIX PIPE IN BASEMENT - CITY HALL	343.97
TRI-COUNTY ELECTRIC COOPERATIVE	02380	CPR CARDS - ELECT, WATER, MP	222.00
NYE UNIFORM CO.	00338	UNIFORM PANTS - POLICE	79.99
NYE UNIFORM CO.	00338	UNIFORM SHIRT - POLICE	75.99
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	9,075.00
STAR THOMAS	01654	CELL PHONE REIMBURSEMENT - POLICE	40.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	29.59
WOW! INTERNET-CABLE PHONE	02132	INTERNET - MTR POOL	15.00
GRANGER	00175	REFUSE SVC - CEM, PARKS, MP	374.26
GRANGER	00175	REFUSE SVC - CEM, PARKS, MP	374.26
GRANGER	00175	REFUSE - REFUSE	12,227.32
COOK BROS EXCAVATING	00101	SERV LINE REPAIR - WATER	345.00
STAR THOMAS	01654	TRAINING REIM KAUFFMAN - POLICE	95.00
ROD SMITH	02317	CLOTHING ALLOWANCE - WATER	137.79
FENCE CONSULTANTS	MISC	REPAIR FENCE FROM ICE JAM - WASTE WATER	3,187.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - MP	40.00
RESCO	00392	6 TRANSFORMER BOXES - ELECTRIC	1,154.10
FAMILY FARM & HOME	01972	SCREWS, POWER BIT - WATER	9.97
FAITH PERRY	MISC	REIMB FOR OVERPAYMENT OF AMB RUN - AMB	200.36
GRP ENGINEERING INC.	01994	ENGINEERING SVC - ELECTRIC	2,500.00
CHERRY HILL ESTATES	02081	2ND QTR ASSOC FEES - ECON DEV	79.95
FAMILY FARM & HOME	01972	SNAP RINGS, LINCH PINS - MP	6.27
APPLIED IMAGING	02493	COPY MAINT CONTRACT - GEN, ASSESS, DPW, REC, I	314.15
MIRECS	01928	DUES/SUBSCRIPTION - ELECTRIC	70.51
POWER LINE SUPPLY COMPANY	00389	ELECT VINYL TAPE - ELECTRIC	347.10
BERTMAN TOOLS LLC	02430	GLOVES - WATER	21.50

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TAYLOR PRATT	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	260.00
JOHN DEERE FINANCIAL	01818	PARTS, SUPPLIES - MP, WW, PARKS, CEM,	741.15
CONSUMERS ENERGY	00095	GAS - PARKS	44.78
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET - PARKS	100.00
RESCO	00392	PAD MOUNT, TRANS, ERMCO - ELECTRIC	3,576.00
KEN GENSTERBLUM	00163	CLOTHING ALLOWANCE - MTR POOL	200.00
NEPTCO INC.	00821	MULETAPE - ELECTRIC	536.92
LITE'S PLUS	00243	TRAFFIC LIGHT BULBS - COMM PROMO	88.50
MENARDS	00260	NO SMOKING SIGN RED MILL - PARKS	3.99
VAN BRO'S IRRIGATION INC.	01762	REPAIRS/REPLACE IRRIG SYSTM - CITY HALL	1,111.54
FAMILY FARM & HOME	01972	GLOVE/SUPPLIES - PARKS, CEM	128.82
DORNBOS SIGN, INC.	00067	TRAIL CROSSING SIGNS - PARKS	2,255.50
MICHIGAN STATE POLICE	00275	SOR REGISTRATION - POLICE	30.00
WOW! INTERNET-CABLE PHONE	02132	INTERNET- POLICE, AMB, FIRE AUTHORITY	600.02
AARON'S PLUMBING & DRAIN CLEANING	02581	REPAIR BATHROOM FAUCETS - CITY HALL	658.49
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTEWATER	266.69
MUNICIPAL SUPPLY CO.	00324	YARD HYDRANT FOR CLEANING - WW	737.00
USA BLUEBOOK	01850	HOSE, TELESCOPE POLE - WW	443.90
USA BLUEBOOK	01850	SUPPLIES - WATER	308.63
NICK BENGEL	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	150.00
SUE VANLENTE	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	16.00
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	16.83
CULLIGAN	02130	WATER - GEN	25.00
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	720.00
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTEWATER	381.15
KRISTINA KINDE	02352		250.00
IONIA OCCUPATIONAL HEALTH SERVICES	02275	DOT EXAMS- CEM, MP, ELECTRIC	300.00
BASIC	01983	QUARTERLY ADMIN FEE HRA - GEN	297.00
UPS	MISC	SHIPPING RETURN HOOPS - REC	158.64
MENARDS	00260	GLOVES/SUPPLIES - CEM, PARKS	89.89
WESTPHALIA MILLING CO.	00480	FIELD CHALK - PARKS	51.60

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PORTLAND TOWNSHIP TREASURER	00371	2000 ANNEXATION AGREEMENT - GEN	4,630.04
FLEIS & VANDENBRINK	00153	SAFE ROUTE TO SCHOOL - MAJ & LOC STS	1,373.00
MANER COSTERISAN	MISC	CONTRACTUAL SERV - GEN	1,100.00
GRAINGER, INC.	00172	PARK BATHROOM PARTS - PARKS	43.68
KEUSCH SUPER SERVICE	00228	TIRE REPAIR, GATOR - PARKS, CEM	25.00
FAMILY FARM & HOME	01972	STAKE, BELT, DEGREASER - PARKS, CEM	32.86
FAMILY FARM & HOME	01972	RAKES, DRILL BIT, CLEANER - PARKS, CEM	57.93
HORROCK'S NURSERY FARMS INC.	01050	TREES - PARKS	415.00
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - POLICE, GEN	4,908.36
FLEIS & VANDENBRINK	00153	BRIDGE INSPECTIONS - MAJ STS	500.00
COOK BROS EXCAVATING	00101	SAND - WW	228.00
COOK BROS EXCAVATING	00101	REMOVE TREES & BRUSH - WW	4,950.00
COOK BROS EXCAVATING	00101	SAND, SKID STEER, DOZER USE - WW	4,986.00
COOK BROS EXCAVATING	00101	EXCAVATOR, TRUCKING - WW	2,725.00
COOK BROS EXCAVATING	00101	LIMESTONE - WW	1,165.50
COOK BROS EXCAVATING	00101	SAND, SKIDSTEER, LABOR - WW	1,463.00
PLB PLANNING GROUP LLC	02504	ZONING MAR - CODE	75.00
PLB PLANNING GROUP LLC	02504	ZONING APRIL - CODE	37.50
DICKINSON WRIGHT PLLC	02244	MARCH LEGAL SERVICE - CODE	342.00
DICKINSON WRIGHT PLLC	02244	FEB LEGAL SERVICE - CODE	285.00
KENDALL ELECTRIC	00225	CONDUIT FITTINGS - ELECTRIC	204.53
PLEUNE SERVICE COMPANY INC.	00741	QRTLY MAINT PARTS/LABOR - CITY HALL	840.94
HEATHER DAVIS	02552	GYMNASTIC INSTRUCTOR - REC	240.00
AMY WIEBER	02142	GYMNASTIC INSTRUCTOR - REC	315.00
AMBER WIEBER	02143	GYMNASTIC INSTRUCTOR - REC	278.00
HEATHER GOODENOUGH	01186	GYMNASTIC INSTRUCTOR - REC	689.50
OWEN RUSSELL	02249	SOFTBALL OFFICIAL - REC	32.00
SHANE COOK	02511	SOFTBALL OFFICIAL - REC	32.00
BRIAN RUSSELL	00593	SOFTBALL OFFICIAL - REC	96.00
GREG GARN	02185	SOFTBALL OFFICIAL - REC	96.00
STAR THOMAS	01654	USPS TERM NOTICE - POLICE	6.85

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
DOUG LOGEL SR.	02451	LABOR, PARTS, SHIPPING - POLICE	172.00
NYE UNIFORM CO.	00338	UNIFORM COAT KAUFFMAN - POLICE	99.50
CONSUMERS ENERGY	00095	GAS - ELECTRIC	638.69
CONSUMERS ENERGY	00095	GAS - WATER	29.20
CONSUMERS ENERGY	00095	GAS - WASTEWATER	415.63
CONSUMERS ENERGY	00095	GAS - PARKS	50.70
CONSUMERS ENERGY	00095	GAS - MP	164.51
MARCUS WOURMAN	02063	INSTR SERV BBALL UNIVERSITY - REC	500.00
CONSUMERS ENERGY	00095	GAS - CITY HALL	1,161.11
PETERSEN OIL & PROPANE	02534	DIESEL FOR GENERATORS - ELECTRIC	797.95
CONSUMERS ENERGY	00095	GAS - WASTEWATER	15.65
WOLVERINE POWER SYSTEMS	02122	LOAD BANK MAINT - CITY HALL	593.35
WOLVERINE POWER SYSTEMS	02122	GENERATOR PARTS/LABOR - CITY HALL	214.83
VERIZON WIRELESS	00470	PHONE/DATA SERV. - VAR DEPTS	612.70
CAPITAL ASPHALT LLC	02578	WINTER HOT MIX ASPHALT - LOCAL STREETS	228.15
CAPITAL ASPHALT LLC	02578	36 A ASPHALT - MAJ STS	132.60
KEUSCH SUPER SERVICE	00228	TIRES/RIMS - MOTORPOOL	267.00
NORTH CENTRAL LABORATORIES	00959	LAB SUPPLIES - WASTEWATER	199.11
ENVIRONMENTAL PRODUCTS & ACCESS	LL02433	SEWER HOSE/ROOT CUTTER - WW	1,729.92
WALKER PROCESS EQUIPMENT	MISC	REPLACE CLARIFIER/SAW - WW	1,917.22
Total:			\$90,196.05

**BI-WEEKLY
WAGE REPORT
April 22, 2019**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,638.16	207,453.68	1,972.25	56,629.07	10,610.41	264,082.75
ASSESSOR	937.53	24,797.05	77.14	2,025.10	1,014.67	26,822.15
CEMETERY	2,987.51	64,049.50	351.68	16,189.09	3,339.19	80,238.59
POLICE	14,824.55	352,870.85	3,236.48	94,855.54	18,061.03	447,726.39
CODE ENFORCEMENT	640.68	15,940.18	90.19	3,469.12	730.87	19,409.30
PARKS	1,843.15	45,383.22	205.16	7,597.26	2,048.31	52,980.48
INCOME TAX	1,908.20	36,109.94	658.75	14,713.83	2,566.95	50,823.77
MAJOR STREETS	1,994.55	92,182.34	454.89	41,239.57	2,449.44	133,421.91
LOCAL STREETS	5,915.32	67,590.38	1,069.29	27,042.18	6,984.61	94,632.56
RECREATION	1,751.61	51,565.00	248.15	9,957.21	1,999.76	61,522.21
AMBULANCE	11,729.50	267,954.34	2,089.29	57,829.35	13,818.79	325,783.69
DDA	2,189.42	50,050.50	315.73	8,536.91	2,505.15	58,587.41
ELECTRIC	14,289.65	352,550.66	2,352.34	90,826.60	16,641.99	443,377.26
WASTEWATER	6,616.03	224,778.77	1,082.73	51,417.43	7,698.76	276,196.20
WATER	6,048.85	116,610.70	1,604.32	43,252.00	7,653.17	159,862.70
MOTOR POOL	2,166.35	54,358.41	506.09	24,013.88	2,672.44	78,372.29
TOTALS:	84,481.06	2,024,245.52	16,314.48	549,594.14	100,795.54	2,573,839.66

**BI-WEEKLY
WAGE REPORT
May 6, 2019**

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.	10,772.63	218,226.31	3,189.55	59,818.62	13,962.18	278,044.93
ASSESSOR	1,079.58	25,876.63	82.59	2,107.69	1,162.17	27,984.32
CEMETERY	2,787.05	66,836.55	1,196.19	17,385.28	3,983.24	84,221.83
POLICE	20,589.07	373,459.92	4,650.66	99,506.20	25,239.73	472,966.12
CODE ENFORCEMENT	640.67	16,580.85	195.96	3,665.08	836.63	20,245.93
PARKS	2,723.90	48,107.12	983.48	8,580.74	3,707.38	56,687.86
INCOME TAX	1,908.28	38,018.22	783.09	15,496.92	2,691.37	53,515.14
MAJOR STREETS	3,003.89	95,186.23	2,127.02	43,366.59	5,130.91	138,552.82
LOCAL STREETS	2,688.90	70,279.28	1,797.97	28,840.15	4,486.87	99,119.43
RECREATION	1,751.63	53,316.63	365.50	10,322.71	2,117.13	63,639.34
AMBULANCE	11,845.01	279,799.35	2,673.33	60,502.68	14,518.34	340,302.03
DDA	2,189.42	52,239.92	394.61	8,931.52	2,584.03	61,171.44
ELECTRIC	15,409.62	367,960.28	5,578.47	96,405.07	20,988.09	464,365.35
WASTEWATER	6,749.81	231,528.58	2,755.02	54,172.45	9,504.83	285,701.03
WATER	5,049.58	121,660.28	2,195.75	45,447.75	7,245.33	167,108.03
MOTOR POOL	2,141.43	56,499.84	1,138.40	25,152.28	3,279.83	81,652.12
TOTALS:	91,330.47	2,115,575.99	30,107.59	579,701.73	121,438.06	2,695,277.72

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 05/02/2019
MEETING DATE 05/06/2019

Fund	Description	Beginning Balance 04/12/2019	Total Cash in	Total Cash out	Cash Balance 05/02/2019	Time Certificates	Ending Balance 05/02/2019
101	GENERAL FUND	1,850,309.92	222,022.29	(170,598.26)	1,901,733.95	235,000.00	2,136,733.95
105	INCOME TAX FUND	109,462.24	(6,042.99)	(8,530.50)	94,888.75	10,000.00	104,888.75
150	CEMETERY PERPETUAL CARE FUND	52,997.51	-	-	52,997.51		52,997.51
202	MAJOR STREETS FUND	217,591.80	3,346.08	(11,305.95)	209,631.93		209,631.93
203	LOCAL STREETS FUND	210,026.15	11,100.20	(20,302.09)	200,824.26		200,824.26
208	RECREATION FUND	14,665.92	6,529.98	(6,783.53)	14,412.37		14,412.37
210	AMBULANCE FUND	55,016.98	29,390.75	(35,860.35)	48,547.38		48,547.38
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	389,476.79	20,155.15	(5,574.27)	404,057.67		404,057.67
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	441,013.97	-	-	441,013.97		441,013.97
520	REFUSE SERVICE FUND	13,915.22	9,178.39	(271.27)	22,822.34		22,822.34
582	ELECTRIC FUND	794,302.36	217,872.09	(220,551.70)	791,622.75	530,000.00	1,321,622.75
590	WASTEWATER FUND	(97,452.39)	63,361.49	(92,558.40)	(126,649.30)		(126,649.30)
591	WATER FUND	57,045.08	54,976.56	(54,060.44)	57,961.20	420,000.00	434,761.20
661	MOTOR POOL FUND	80,189.40	16,726.40	(19,653.80)	77,262.00		77,262.00
703	CURRENT TAX FUND	7,403.14	35,789.48	(35,789.48)	7,403.14		7,403.14
	TOTAL - ALL FUNDS	<u>4,199,326.34</u>	<u>684,405.87</u>	<u>(681,840.04)</u>	<u>4,201,892.17</u>	<u>1,195,000.00</u>	<u>5,353,692.17</u>
						ELECTRIC-RESTRICTED CASH	400,000.00
						ELECTRIC - MPPA MUNICIPAL TRUST	150,915.28
						CUSTOMER DEPOSIT CD	170,000.00
						PERPETUAL CARE CD	130,000.00
						INCOME TAX SAVINGS	764,664.94
						ELECTRIC-PRIN & INT ESCROW	119,269.11
						WASTEWATER DEBT ESCROW	262,356.71
						WASTEWATER REPAIR ESCROW	55,634.92
						DDA-PRIN & INT ESCROW	501.77
						WATER BOND ESCROW	50,400.00
							<u>7,457,434.90</u>

***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
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	764,664.94	764,664.94
ELECTRIC-PRIN & INT ESCROW	119,269.11	119,269.11
WASTEWATER DEBT ESCROW	262,356.71	262,356.71
WASTEWATER REPAIR ESCROW	55,634.92	55,634.92
DDA-PRIN & INT ESCROW	501.77	501.77
WATER BOND ESCROW	50,400.00	50,400.00



PURCHASE ORDER

City of Portland

P.O. 4641

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

VENDOR Northern Pump & Well

DATE: _____

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Pump/Motor Rehabilitation			16,843.00
Cleaning Maintenance			
Well #1			
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	

Treasurer Initials

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



To: Tutt Gorman, City Manager

From: Rod Smith, Water Tech

RE: Well # 6 Rehabilitation and cleaning.

Well # 6 is due for pump/motor rehabilitation and cleaning maintenance. It has been a little more than 8 years since this type of service has been provided to Well house # 6.

Regularly scheduled maintenance of this type, is a precautionary measure to ensure the City of Portland Water Department is providing safe, clean, quality drinking water to its residents, at a volume the residents expect, based on demand. This process also provides assurances that the well motor and pump are working efficiently to minimize the cost of production and/or unexpected pump failure.

Attached to this letter, you will find three quotes from 3 known well service providers in our area of Michigan. It is my recommendation that the City Council accept the bid of Northern Pump and Well to provide the necessary services. They are not the cheapest bid, but only \$613 more than the low bid and Northern Pump and Well has provided satisfactory service to the City of Portland in the past. They are also \$937 less than the high bid for this project.

Respectfully,

Rod Smith, Water Tech.



6837 West Grand River Ave
Lansing, Michigan 48906

City of Portland
ATTN: Rod Smith
451 Morse Drive
Portland, MI 48875

Proposal

Date	Proposal #
4/18/2019	19-Q1771

Description	Qty	Rate	Total
<p>Thank you for the opportunity to present you with this quote for the repair of your pump for well 6.</p> <p>** This proposal is for the items listed below, no other parts or repairs/labor are included. If well needs cleaning, an additional quote will be necessary. **</p>			
Labor, Mobilization, Demobilization, Pull Pump, Set Pump, Chlorinate well, Run a post efficiency well and pump test, pull one bacti sample.	22	185.00	4,070.00
* Estimated hours, actual hours charged *			
Labor - Tear down, wash, and inspect pump and components	1	800.00	800.00
Sand Blast Clean and paint head	1	240.00	240.00
Stuffing box repair	1	150.00	150.00
50 HP Motor Repair, Clean and Check Bearings	1	1,400.00	1,400.00
1-1/4" sst head shaft w/coupling	1	312.00	312.00
1-1/4" sst shaft sleeves	4	42.00	168.00
1-1/4" sst shaft coupling	6	34.50	207.00
Rubber Bearings for drop in spiders	4	27.00	108.00
Pump Bowl Repair, SS Shaft, New Bronze Bowl Bushings, New Bronze Wear Rings	1	2,550.00	2,550.00
Labor - Prep pump assembly, paint pump bowl, remove existing sleeves, install new sleeves.	1	640.00	640.00
1/4 inch Plastic Air Line	43	1.00	43.00
1 inch Stilling Tube, SDR21 PVC, per ft	40	1.00	40.00
Bolts, Air Line Fittings, Paint, Air Line Gauge, Pressure Gauge	1	115.00	115.00
<p>Note: Should conditions change and additional work be required, beyond the original scope of this project, our standard hourly rates will apply. If this occurs, Northern Pump & Well shall consult with you prior to the additional work being performed.</p>			
<p>Signature: _____ Date: _____</p>			
<p>Purchase Order No. (if required): _____</p>			
<p>* If this proposal meets your approval, please sign / date and return to fax number: 1-517-322-0135</p>			
<p>If you have any question please feel free to call 877-477-1757 or 517-242-8949</p>		<p>Total \$10,843.00</p>	



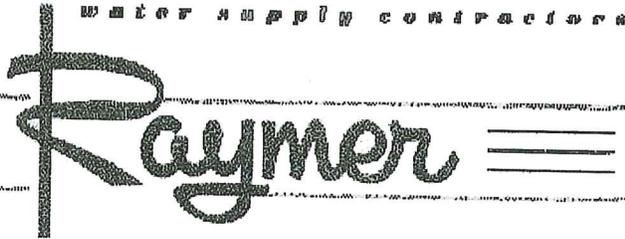
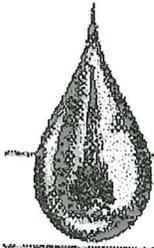
6837 West Grand River Ave
Lansing, Michigan 48906

City of Portland
ATTN: Rod Smith
451 Morse Drive
Portland, MI 48875

Proposal

Date	Proposal #
4/24/2019	19-Q1771A

Description	Qty	Rate	Total
<p>Thank you for the opportunity to present you with this proposal for the cleaning of your well 6.</p> <p>** Well cleaning price is contingent upon cleaning taking place while pump is out of well for repair **</p> <p>Well Cleaning: Chemical Cleaning</p> <ul style="list-style-type: none"> - Cleaning labor - Cleaning equipment (Cleaning tank, airlift pipe, air compressor, double disc agitator, etc.) - Hydrochloric Acid (165 gallons) - Sodium Hypochlorite (5 gallons) - Soda Ash (4 bags) <p>* Optional videolog of well before and after cleaning, would be an additional \$2,000.00 *</p> <p>NOTE: Should conditions change and/or any additional work be required, beyond the original scope of this project, our standard hourly rates will apply. Northern Pump & Well will consult with you prior to the additional work being performed.</p> <p>Signature: _____ Date: _____</p> <p>Purchase Order No. (if required): _____ * If this proposal meets your approval, please sign / date and return to fax number...1-517-322-0135</p>	1	6,000.00	6,000.00
<p>If you have any questions please feel free to call: 877-477-1757 or 517-242-8949</p>		Total	\$6,000.00



1357 Comstock St.

Marne, MI 49435

(616) 677-2751

Fax (616) 677-2909

Estimate & Agreement

Rod Smith
City of Portland
451 Morse Drive
Portland, MI 48875

**Terms: net 30 days, 2% per
month interest charged to
accounts 30 days past due.**

We hereby submit specifications and bid for: City of Portland Well #6 Rehabilitation and Pump Overhaul

- 1 – Labor and equipment charges to remove/re-install, inspect and repair lineshaft turbine pump...\$4,500.00
- 1 – Discharge head overhaul complete w/clean/blast/paint, stuffing box bushing and PTFE packing.\$325.00
- 1 – Layne 10RKEH-5 stage bowl assembly overhaul complete w/new bowl shaft, bearings, impeller machining, wear rings and clean/blast/paint.....\$2,575.00
- 1 – 50hp electric motor overhaul complete w/teardown, inspection, cleaning, dip/bake windings, balance, install new bearings, test and paint.....\$2,950.00
- 4 – Lineshaft pop-in cutlass rubber bearing @ \$45.00 each.....\$180.00
- 1 – Chemical & Mechanical cleaning of well screen/casing complete w/well treatment chemicals, wire-brushing/surge-blocking and air-lift surging/pumping.....\$5,700.00

Total estimated cost.....\$16,230.00

Note: Estimate assumes all column & shaft assemblies are in good condition and able to be reinstalled in well after cleaning.

Contractor's Guarantee

We guarantee all materials used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. Any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Agreements made with our workmen are not recognized.

Acceptance of Proposal

The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work.

Date _____

Date: April 23, 2019 By: Eric Neubecker

Signed _____

This contract is void 30 days from date unless a copy is signed and returned to bidder.
We comply with all workmen's compensation & property damage liability insurance laws.



QUOTATION

City of Portland
259 Kent Street
Portland, MI 48875

QUOTE # LGA-2019-093-01

Attn: Mr. Rod Smith

DATE April 3, 2019

REFERENCE Well No. 6 Pump Overhaul and Well Cleaning

Item	Unit Cost	Unit	Quantity	Total
Mobilize, pull pump, and inspect. Return to set pump, disinfect well, and test.	LS	EA	1	\$4,025.00
Shop and machinist labor for pump overhaul	LS	EA	1	\$4,200.00
Standard (normal) pump repair parts with motor overhaul	LS	EA	1	\$5,150.00
Standard pump repair parts include line shaft sleeves and couplings, rubber bearings, top line shaft, stuffing box bearing, packing, impeller shaft, wear rings, and bowl bearings				
No pipe or stainless steel line shaft is included (besides top line shaft). Pump bowl is to be repaired and not replaced. Pump head will be reconditioned and painted.				
Line shafts will be checked for straightness and new airline will be installed. The motor will be disassembled, new bearings, balanced, test ran, and painted.				
Any pump parts planned to be reused, but not in reusable condition, will be priced for approval and may involve additional shop or machinist labor for the pump overall.				
While the pump is out of the well, the well will be chemically cleaned with acid and redeveloped with a double disc agitator and airlift pumping techniques.	LS	EA	1	\$4,405.00
Note: If not already done, the right angle gear drive is to be removed, but not reinstalled.				
TOTAL-->>>				\$17,780.00

ACCEPTED BY _____
TITLE _____
DATE _____

PEERLESS-MIDWEST, INC.
Lynn Anderson
Lynn Anderson

Nikki Miller

From: noreply@civicplus.com
Sent: Thursday, April 18, 2019 10:27 AM
To: Nikki Miller
Subject: Online Form Submittal: Board & Commission Application

Follow Up Flag: Follow up
Flag Status: Flagged

Board & Commission Application

Name	Nick Lefke
Date	4/18/2019
Address	900 Marshall Street Portland, MI 48875
Phone	517-282-6647 (cell)
Email	nicklefke@sbcglobal.net
Employer	State of Michigan
Employer Phone	517-335-2208 (work)
How long have you lived in the City of Portland?	53 years
Please mark your choice(s).	Light and Power Board
If more than one please list them in order.	<i>Field not completed.</i>
Please tell us your qualifications.	Statewide Utility Coordination Specialist with the Michigan Department of Transportation (MDOT) since 1997. Some of my current responsibilities include the following: Statewide program specialist to MDOT's 7 Regions, 22 Transportation Service Centers and other Divisions with respect to MDOT practices, policies, procedures and expertise on utility coordination, accommodation, permitting and utility relocation practices. MDOT's recognized resource liaison with utilities. Organize meetings that foster cooperative relationships. Provide informative presentations to utilities and varies other professional organizations. Analyze on-going program operations and recommend modifications to policies and/or procedures to achieve greater efficiency and effectiveness. Establish strategies that promote statewide consistency.

Partner with utilities and industry on complex issues during coordination of construction projects, improvements in permitting processes, and development of standards for activities in the right-of-way. Knowledgeable on applicable laws and administrative rules pertaining to utility accommodation and permitting within public right-of-way. Manage the Utility Relocation Tracking System statewide computer application. One of 7 lead state team members promoting Utility Relocation Electronic Document Management Systems for the American Association of State Highway and Transportation Officials. Contract manager for Subsurface Utility Engineering consultants. Knowledgeable on various locating techniques and methods used for detecting underground utilities. Experience collaborating with local and national organizations, examples include the following; Michigan Infrastructure and Transportation Association (MITA), American Association of State Highway and Transportation Officials (AASHTO), International Right of Way Association (IRWA) and the Michigan Utility Coordination Committee. MDOT's contract administrator and statewide liaison with MISS DIG. Program manager for MDOT's Geospatial Utility Infrastructure Data Exchange (GUIDE) initiative. GUIDE presents an enterprise focused solution for meeting the challenges of collecting, maintaining and using accurate utility information.

Are you a high school graduate?	Yes
Are you a college graduate?	Yes
List name of the college or university you attended and the level of degree earned.	Lansing Community College - Associate Degree Civil Technology
List your professional and work experience.	State of Michigan, Department of Transportation 30 years
List your community activities, interests and service.	Previous Portland Light and Power Board Member (2003 – 2009)
References (optional)	<i>Field not completed.</i>
File Attachment	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

**Minutes of the Downtown Development Authority
City of Portland**

Held on Thursday, March 21, 2019
In Council Chambers at City Hall

Members Present: Grimminck, VanSlambrouck, Briggs, Pung, Madarang

Members Absent: Gorman, Barnes, Antaya

Staff: DDA/Main Street Director ConnerWellman; City Clerk Miller; Tammy Meyers; Parks, Recreation & Cemetery Director Brown

Guests: Jon Moxey of Fleis & VandenBrink

Chair Grimminck called the meeting to order at 3:32 P.M.

There was no public comment.

Motion by VanSlambrouck, supported by Briggs, to approve the agenda as presented.
All in favor. Adopted.

Motion by Madarang, supported by VanSlambrouck, to approve the minutes of the February 21, 2019 DDA meeting as presented.
All in favor. Adopted.

Motion by Briggs, supported by Madarang, to approve the Treasurer's Report as presented.
All in favor. Adopted.

Under Team Reports, nothing new to report for the Organization & Finance Team.

Chair Grimminck reported that the business workshops hosted by the Business Enhancement Team have been moving along nicely, the next workshop will be held in May.

Member VanSlambrouck stated that she was unable to attend the Promotions & Marketing Team meeting; nothing new to report.

Under the Design Team Report, Member Briggs noted that they are waiting to hear back from the Michigan Historic Commission in terms of the appropriate language for the historic sign.

Director ConnerWellman noted some businesses that may be interested in Façade Grants.

Under Old Business, Director ConnerWellman stated that at its meeting on Monday, March 18, 2019 the City Council approved the resubmission of a MDNR MNRTF Grant Application for improvements to William Toan Park. Improvements would include the addition of a splash pad.

Jon Moxey of Fleis & VandenBrink presented the proposed conceptual design for improvements to Will Toan Park.

Member Pung asked several questions of Mr. Moxey including where Portland ranked poorly on the previous application that was submitted?

Mr. Moxey stated that the median household income of the area and previous grant funding received by the City are uncontrollable criteria that Portland was marked down for. He noted that taking the restroom improvements out of the application should also help the ranking.

Member Pung also stated that sustainability and green elements are typically a higher priority and she did not see a lot of this on the proposed plan. She inquired if the hard surfaces will be permeable or typical concrete.

Mr. Moxey stated that they can be permeable surfaces and points are awarded for using native species. He further noted that is why the “green shoreline” is included.

Member Pung asked who is compiling the application material; this project has not been on the DDA’s radar until very recently.

Mr. Moxey stated Parks and Recreation Director Neil Brown is instrumental in the process along with Fleis & VandenBrink landscape architecture staff, taking the lead from City of Portland staff.

Member Pung asked what the grant amount request is.

Mr. Moxey explained that the request is for \$300,000 with a 50/50 match from the MDNR if the application is approved.

Member Pung asked what the typical size of a splash is? How does this compare?

Mr. Moxey stated that splash pads come in all different sizes; from quite small to very large.

Member Pung asked what improvements to the pavilion would entail?

Mr. Moxey stated one of the most substantial improvements would be to cover the 4x4 posts with something more substantial.

Member VanSlambrouck read the below from a statement she had prepared.

As I’ve had time to contemplate this project since the 1st grant was applied for I’ve changed my point of view on a few things.

One of my concerns all along has been that while the idea of a splash pad is nice, shouldn’t our priority be addressing the downtown infrastructure, street, sidewalks and buildings first and foremost. Our downtown needs significant attention.

When your home roof and plumbing are in disrepair, you don’t build a pool in your back yard. I’m not sure at this time it’s the best use of those funds.

I also don't believe Toan Park has the greatest need for improvement nor is it the optimal place for a splash pad in the community. Bogue flats (which is also in the DDA district according to the TIF plan) has the greatest need. IMO Bogue Flats sees more residents and visitors alike than Toan park. Have you seen bathrooms at Bogue Flats? They are in terrible condition. IMO This level of disrepair does not reflect well on our community. This is the more urgent need.

My apologies for bringing these concerns up now. I was unaware that we had decided to reapply for this grant so quickly nor did I know that any new plans were being drawn up by engineers to address the new concerns regarding flooding. Only when they were posted on social media did I see the scaled back version. Which leads me to this question, since the project has been scaled back has our proposed financial obligation also been scaled back?

Mr. Moxey stated this project is viewed as a “yes... and...”; agreeing that downtown infrastructure is also important. He stated that Kent St. streetscape improvements are a part of the TIF Plan. City Staff does not expect the proposed improvements to Toan Park to have an impact on improvements to Kent St. City Council has approved moving Kent St. ahead of Grand River Ave. in terms of the project priority list for Federal funding. The Kent St. Improvement Project is not expected to be happen until 2022/2023. The desire for a splash pad has shown up as a desire of the community in both the TIF Plan and the Parks & Recreation Master Plan.

Member VanSlambrouck stated that she does not feel that Toan Park has the greatest need for improvement. She feels that Bogue Flats is in greater need of improvement.

Director ConnerWellman noted the email from City Manager Gorman included in the packet that states the position of the City.

Director ConnerWellman stated that Toan Park is the most connected to downtown economic vitality, that is why it was chosen over Bogue Flats. Both the TIF Plan process in 2014 and the Parks & Recreation Plan process in 2017 outlined the desire for a splash pad. She further stated that improvements to Will Toan Park will not derail or change the infrastructure improvements to Kent St. The improvements to Kent St. are much more involved than the streetscape improvements outlined in the TIF Plan.

Member VanSlambrouck asked how the condition of the buildings in the downtown will be addressed.

Director ConnerWellman stated that is not up to the DDA as the buildings are privately owned.

Member VanSlambrouck stated that the City just spent \$500,000 to put in a road for Sparrow Hospital.

Director ConnerWellman stated that property is not in the DDA.

Member VanSlambrouck stated that if the City can spend money for Sparrow then why can't they spend money for the disrepair of buildings.

Director ConnerWellman stated that the DDA offers grants to businesses to incentivize improvements but business owners are repeatedly reluctant to spend the extra money to meet the historical requirements. The DDA will continue to educate, offer and push what it has to offer but ultimately can't control the business owners' decisions. She further stated that she is thankful the City Council has redirected the funding priority from Grand River Ave. to Kent St.; they are the ones that will have to answer to the residents and business owners in that area.

Member Pung asked if the budget item for the proposed Toan Park Improvements is \$300,000?

Director ConnerWellman stated that it is.

Member Pung stated that this entire process has been clunky. She further stated that she has been a part of recent budget discussions and this project hasn't been brought up at all. She feels that it is shameful that it has not been part of the process until a vote is being taken. The DDA has not been engaged until late in the game; after the fact.

Director ConnerWellman stated that it is not being voted on as it was considered and approved last year.

Member Pung stated that the proposed project is different.

Chair Grimminck inquired that as the project was approved last year, how much has already been set aside for it?

Director ConnerWellman stated the initial projection was that \$112,000 would be set aside at the end of Fiscal Year 2018/2019, it now looks as if there will be \$200,000. She expects that at the end of Fiscal Year 2019/2020 there will be another \$100,000.

Chair Grimminck confirmed that the potential improvements to Will Toan Park would be paid for in 2-years.

Chair Grimminck stated that she is in favor of the splash pad and a lot of people in the community want this project. She further stated her feeling that the DDA does not have a great reputation and this would be a very visible, affordable project that would benefit everyone, not just two blocks of Kent St. She stated her feeling that it would be a good investment.

Director ConnerWellman stated that this is an opportunity to transform Portland's downtown, similar to what Rockford has done.

Mr. Moxey explained that investment in developing Hyland Dr. for the Sparrow development does not tie into the DDA spending situation. The \$500,000 investment into the road was recouped by the sale of the property. It was a needed investment in order to make the rest of the property marketable.

Mr. Moxey also noted that other parks were considered for the location of the splash pad but the consensus was that the downtown is really where you want to draw people in order to bring further investment.

Member Pung noted that she is disappointed with how this process happened. She stated her feeling that it is unfair as the DDA is the sole funding source for the proposed Will Toan Project, this is a new project with a new application to be submitted. She stated that infrastructure and streetscape value to support business growth has a much greater benefit than a couple of blocks. It brings new jobs, tax base which drives up incremental value that supports projects like the Hyland Dr. investment. To Mr. Moxey's point in regard to the Hyland Dr. investment for the further development of the property, that is the same investment as is needed in the downtown. She stated that she was a no vote last year and still feels the same. Although she loves parks, she stated her feeling that the proposed project is "putting the cart before the horse". There are millions of dollars of investments needed in the downtown and the 15-20% that could be reallocated from the Will Toan Park project is nothing to sneeze at when interest will have to be paid on whatever funds are bonded for the future Kent St. project.

There was continued discussion regarding the proposed design for Will Toan Park in addition to how it could be scaled if a future application were to be submitted.

There was discussion.

Director ConnerWellman presented the Fiscal Year 2019/2020 budget request.

Member Pung asked about changes it looks like were made to the budget although the date at the top is not changed.

Director ConnerWellman explained that the employment was excluded in the previous version of the budget. When it was recalculated, they realized the mistake.

There was discussion.

Motion by Madarang, supported by Briggs, to recommend the Fiscal Year 2019/2020 budget to Council for approval.

There was no discussion.

All in favor. Adopted.

Under New Business, Chair Grimminck appointed Becky Ward to the Design & Business Team.

Motion by Pung, supported by Madarang, to add City Treasurer/Finance Director Melinda Tolan to the Portland Prime Account at Independent Bank.

All in favor. Adopted.

Under the Director Report, Director ConnerWellman presented her report on downtown activities and provided an update on the downtown businesses that were affected by the ice jam and flooding. Director Conner Wellman also provided information on National AmeriCorps Week and what VISTA volunteer Dana Hengesbach has been doing in the City of Portland. Director ConnerWellman provided updates on business and property in the DDA District along with other projects and recent activities.

Next week, VISTA volunteer Dana Hengesbach and City Council Member Mandy Johnston will attend the National Main Street Conference in Seattle, Washington.

Director ConnerWellman noted sponsorship opportunities for the 150 celebration.

Under Board Member Comments, Member Pung noted that the Michigan Main Street along with the Small Business Development Center have partnered to support small businesses. She further inquired if any local businesses are taking part in this program.

Director ConnerWellman explained that the program was offered as a PILOT program where they initially chose eight communities to work with. They pared the eight down to two communities, Portland was not one of those. There were six local businesses interested in participating.

Member Pung stated that this is a great opportunity that looks like it has fully launched.

Director ConnerWellman noted that on the last conference call with Michigan Main Street that they want it to look like they have fully launched and would like information to be gathered again. She is working with businesses. Her understanding is that although they are “fully launched” it does not mean they will work with any community. She also learned that you can be a Main Street Community to participate but you also have to participate with Redevelopment Ready Communities (RRC) to be eligible for the program. At this time, the City Council has decided it is not interested in participating with RRC. The other part of this program is that you can be an RRC community but you don’t have to be a Main Street Community.

Member Pung noted that is really important that they receive these updates. She has heard great feedback and testimonials from other communities that have had success with RRC.

Member Briggs noted that the business workshop held today was excellent.

Motion by Madarang, supported by Briggs, to adjourn the meeting at 4:38 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary



Date: April 18, 2019

REPORT OF FUNDS IN DDA AS OF: April 15, 2019

PRINCIPAL & INTEREST ACCOUNT

PREVIOUS BALANCE:	<u>3/15/2019</u>	AMOUNTS
		\$ 501.77
NEW BALANCE:	<u>4/15/2019</u>	<u>\$ 501.77</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>3/15/2019</u>	\$ 3,009.24
DEPOSITS:		\$ 253.87

Due to customers:

NEW BALANCE:	<u>3/31/2019</u>	<u>\$ 3,263.11</u>
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REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>3/15/2019</u>	\$ 389,297.26
INTEREST EARNED:		\$ 16.64
DEPOSITS:		
Lunch N Learn		\$ 190.00
Unemployment Overcharge		\$ 91.93
Photo Contest Winner		\$ 1,000.00

CHECKS WRITTEN:

Ck No.	Payee:	AMOUNTS
1941	CITY OF PORTLAND, credit card purchases, postage	\$ 523.97
1942	TINA CONNER-WELLMAN, Cell phone	\$ 40.00

TOTAL CHECKS		\$ (563.97)
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TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 03/16/2019 - 04/15/2019		<u>\$ (5,207.52)</u>
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TOTAL EXPENSES:		<u>\$ (5,771.49)</u>
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NEW BALANCE:	<u>4/15/2019</u>	<u>\$ 384,824.34</u>
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“The City of Portland is an equal opportunity provider and employer.”

City Of Portland
 Water Department
 Monthly Water Report
 April 2019

Monthly Water Production

Daily Water Production

Well #4 5,557,000 Gallons
 Well #5 0 Gallons
 Well #6 4,982,000 Gallons
 Well #7 36,000 Gallons

Well #4 185,233 Gallons
 Well #5 0 Gallons
 Well #6 166,067 Gallons
 Well #7 1,200 Gallons

Daily Average Water Production for All Wells

352,500 Gallons

Total Water Production for the Month

10,575,000 Gallons

Total Water Production for the Previous Month

7,361,000 Gallons

Total Production increased by

3,214,000 Gallons

Total Production for This Month from the Previous Year

11,279,000 Gallons

Total Production decreased by

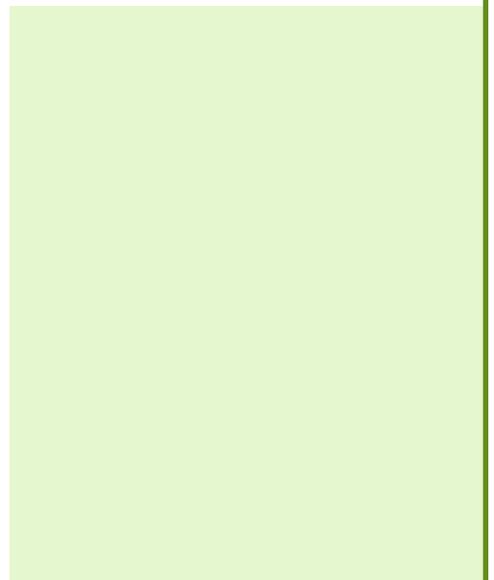
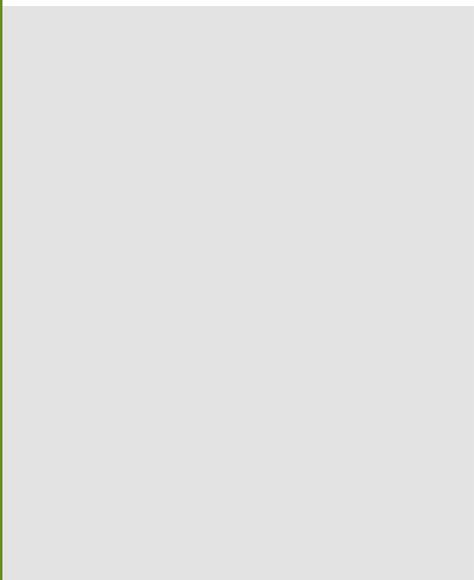
704,000 Gallons

Rodney D. Smith Jr.
Water Technician



The City of Portland Wastewater Treatment Plant

March 2019





April 6, 2019

S. Tutt Gorman, City Manager
City of Portland
259 Kent Street
Portland, MI 48775

RE: March 2019 Monthly Operation Report

Dear Mr. Gorman:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of March 2019. We will submit future progress reports on a monthly basis for your review.

All information and data used to compile this report is available for your review. If you have any questions, please contact us. My phone number is 517.977.6107.

Sincerely,

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.

A handwritten signature in black ink, appearing to read "Chris Munson", with a long horizontal line extending to the right.

Chris Munson
Sr. Project Manager

CONTENTS

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APPENDIX “A” MONTHLY OPERATING REPORT

APPENDIX “B” PHOTOGRAPHS OF REPAIRED SECURITY FENCE

ADMINISTRATIVE REPORT

ADMINISTRATIVE

The March 2019 Discharge Monitoring Report (DMR), has been submitted to MDEQ. The wastewater treatment plant (WWTP) had no exceedances for the month of March, per the National Pollutant Discharge (NPDES) Permit. The average influent flow for March 2019 was 338,000 gallons per day. The maximum influent flow for a single day was 523,000 gallons on March 1st.

ACTION ITEMS

The following items will need to be addressed in the near future:

On March 6th, 2019, Cindy Sneller of the MDEQ was on site to discuss the Biosolids Audit. We were able to obtain an extension until June 1, 2019, to submit the corrective action plan for the items listed in the Biosolids Audit correspondence letter.

FVOP is currently working with three pump suppliers to get proposals for the most feasible corrective action plan to address the obsolete recirculation pumps, should one of them be rendered inoperable and need to be repaired and/or replaced.

The correction action plan for the biosolids storage capacity with the addition of redundancy for biosolids measurement was discussed with the MDEQ and a plan has been drafted.

WASTEWATER MAINTENANCE

Maintenance was completed throughout the period in accordance with the City's current computerized maintenance management system (CMMS.) FVOP is currently creating updated CMMS using Antero Allmax software. Once the new CMMS is implemented, completed work order notes will be included in the monthly WWTP report.

- On March 6th, Hydro-Corp. was on site to perform the annual inspection on the backflow preventer.
- On March 8th, Mettler was on site for the annual calibration of the analytical balance.
- On March 12th, Eagle Enterprises was on site to repair the overhead door on the headworks building.
- On March 29, Fence Consultants were on site to repair the security fence and gates that were damaged during the ice jam in February 2019. Please see [Appendix "B"](#) for photographs of the repaired fencing and gates.

FVOP is requisitioning proposals for repairing or replacing other items that were damaged during the ice jam that include:

- The East secondary clarifier SEW Gear Box.
- The mechanical fine screen stainless steel rack arm stop.
- The isolation gate valve on the influent channel.
- The equalization basin air isolation valve, diffusers and, float.

OPERATIONS

On March 19th, Mike Sheridan, of Michigan Agribusiness, was on site to collect a biosolids sample per the City's Residual Management Plan (RMP) for land application of biosolids.

SAFETY TRAINING

During the month of March 2019 the following safety training was completed.

- FVOP monthly safety training presentation and quiz on Incident Reporting.
- We completed weekly safety tailgates on arriving and leaving work safely and accident and incident reporting.

WORK PERFORMED ON THE COLLECTION SYSTEM

The work planned for the collection system includes cleaning of the sewer main, sewer call outs, new connections to the sewer main, televised sections of building laterals and sewer mains, completing Miss Digs, inspections of the lift stations cleaning / removing debris from wet wells and manholes.

Throughout the month of March 2019 the following work on the collection system was completed:

- On March 11th, we received a sewer call out from a resident on Grape Street. We inspected manholes A-64 to A-65. We also used the push camera to inspect the sewer lateral. We concluded the issue was in the resident's lateral, due to root intrusion and suggested they have it cleaned and or replaced.
- On March 12th, we received an after-hours sewer call out on Kent Street. Upon arrival manholes C-81 and C- 80 were inspected and had normal flow. We concluded the issue was in the owner's lateral and suggested they have it cleaned.
- On March 25th, we received a sewer call out from an owner on Morse Drive. Upon arrival we inspected manhole A-135 and it was slightly backed up. We cleaned the sewer main between manholes A-135 and A-136. We also attempted to camera the sewer main with the push camera, but it wouldn't make it through the root intrusion in the sewer main. We used the cutter attachment to remove the roots and have since added this section of sewer main to the trouble spot list. It is scheduled to be cleaned and have the roots cut out once per year.
- On March 26th, we received a sewer call out from three different residents on East Street. Upon arrival, we inspected the sewer main between manholes C-38 through C-36 and discovered that manhole C-37 appeared to be a blockage. We cleaned the sewer main from manholes C36 through C-38. The residents reported minor damage to the homes.
- During March 2019 there was approximately 1,415 feet of sewer main cleaned.
- There were twenty-six (26) Miss Digs completed throughout March 2019.

OPERATIONAL AND MAINTENANCE EXPENSES

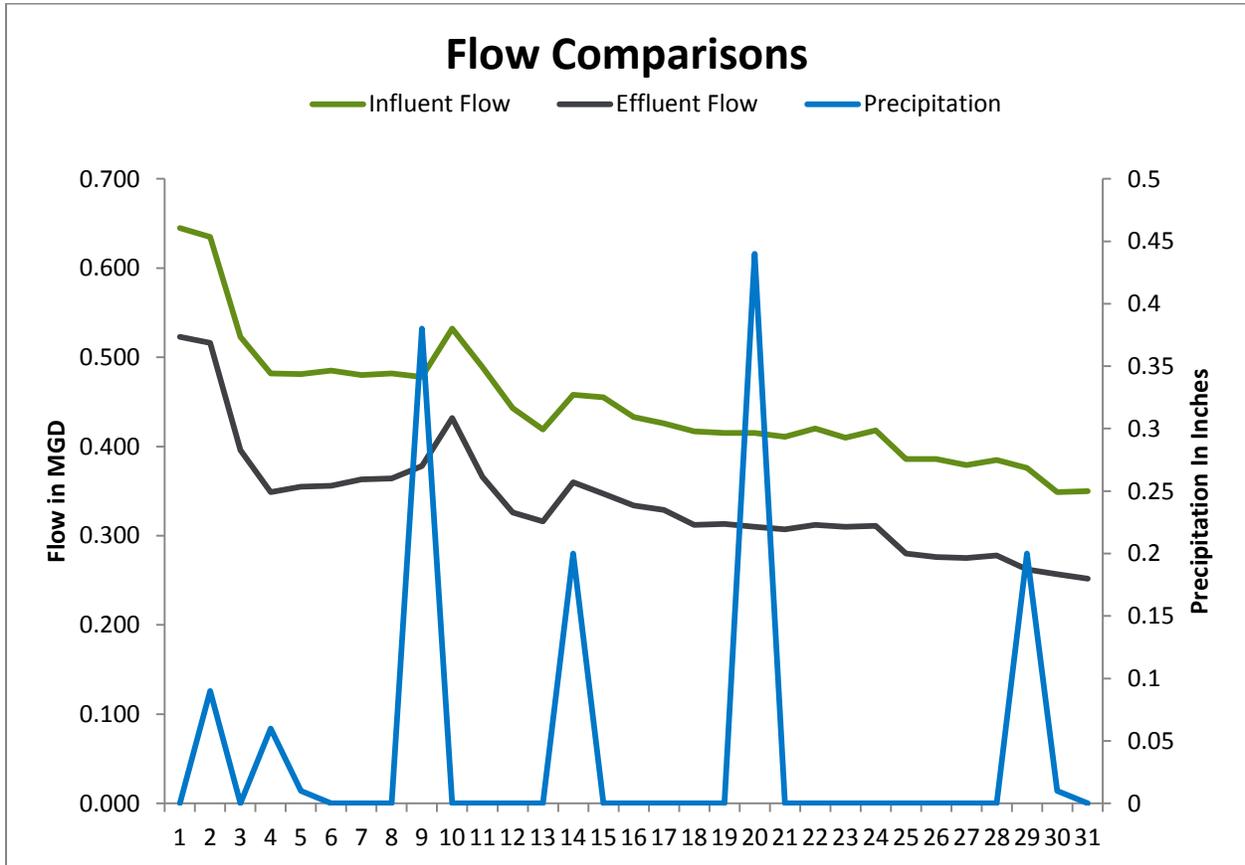
The following expenses were accrued during the month of March 2019:

Operational & Maintenance Expenses for 2018-2019 Fiscal Year

Date	Vendor	Item	Cost
3/6/2019	Tom's Do It Center	T-12 Lamps For Lights	\$57.75
3/11/2019	Mettler Toledo	Annual calibration of Analytical Balance	\$334.16
3/11/2019	Tom's Food Center	Tool Box for Chemical Feed Parts	\$12.99
3/12/2019	Eagle Enterprises	Fixed Overhead Door on the Headworks Building	\$68.16
3/13/2019	Tom's Food Center	Chemical Feed Parts	\$9.79
3/13/2019	Family Farm & Home	Power Washer	\$399.99
3/13/2019	USA Bluebook	Chemical Feed Pump Parts	\$251.43
3/14/2019	NCL	Control Valves for the Autoclave	\$86.90
3/18/2019	Tom's Do It Center	Vacuum & Materials to fix a hole in the wall.	\$152.18
3/18/2019	Tom's Food Center	Cleaning Supplies & Distilled Water for Lab	\$30.94
3/20/2019	Tom's Food Center	Office Supplies	\$22.98
3/20/2019	Brother	New Printer Scanner	\$199.99
3/24/2019	Michigan Agribusiness	Biosolids Sample Collection & Analysis	\$1000.00
3/25/2019	Office Max	Ink Cartridge	\$24.99
Total Monthly Expenses			\$1,652.25
Year to Date Expenses			\$49,336.55

DAILY FLOW SUMMARY

The wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of March 2019. The average influent flow during the period was 447,000 gallons per day and the average effluent flow during the period was 338,000 gallons per day. We had nine (9) days of precipitation which totaled 1.39 inches. The influent flow is higher than the effluent due to recycle flows that are metered twice.



APPENDIX "A"



March 2019

FINAL EFFLUENT

DAY	CBOD -5					T.S.S					V.S.S			TOTAL PHOSPHORUS			pH	DO	FECAL		AMMONIA	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	NITROGEN		
	7-day		7-day		Rem.	7-day		7-day		Rem.	7-day		7-day		Rem.			cts/100 ml	7-day	mg/l	lbs/day	
	Avg	Avg	Avg	Avg		Avg	Avg	Avg	Avg		Avg	Avg	Avg	Avg				GEO				
1																	13			0.0		
2																	7			0.0		
3																	1			0.0		
4																				0.0		
5	5.5		16.3		98	7.2		21.3		95	6.6	0.697	2.1	82	7.5	8.4	41			0.0		
6	4.9		14.5		98	3.2		9.5		98	1.2	0.715	2.1	82	7.5	8.3	28			0.0		
7	5.0	5.1	15.1	15.3	98	2.4	4.3	7.3	12.7	98	1.2	0.799	2.4	80	7.5	8.3	53	13		0.0		
8		5.1		15.3			4.3		12.7									13		0.0		
9		5.1		15.3			4.3		12.7									16		0.0		
10		5.1		15.3			4.3		12.7									39		0.0		
11		5.1		15.3			4.3		12.7									39		0.0		
12	5.6	5.2	15.2	15.0	98	2.4	2.7	6.5	7.8	99	0.8	0.580	1.6	88	7.4	7.5	21	31		0.0		
13	4.8	5.1	12.7	14.3	98	5.6	3.5	14.8	9.5	97	4.8	0.675	1.8	84	7.1	8.0	24	30		0.0		
14	4.8	5.1	14.4	14.1	98	4.8	4.3	14.4	11.9	97	3.6	0.725	2.2	81	7.5	7.9	32	25		0.0		
15		5.1		14.1			4.3		11.9									25		0.0		
16		5.1		14.1			4.3		11.9									25		0.0		
17		5.1		14.1			4.3		11.9									25		0.0		
18		5.1		14.1			4.3		11.9									25		0.0		
19	4.6	4.7	12.0	13.0	98	2.8	4.4	7.3	12.2	99	1.2	1.040	2.7	80	7.9	7.2	23	26		0.0		
20	4.3	4.6	11.1	12.5	98	10.0	5.9	25.9	15.9	95	7.6	0.925	2.4	79	7.5	7.6	44	32		0.0		
21	3.8	4.2	9.7	11.0	98	2.8	5.2	7.2	13.4	98	1.2	0.830	2.1	81	7.4	7.0	30	31		0.0		
22		4.2		11.0			5.2		13.4									31		0.0		
23		4.2		11.0			5.2		13.4									31		0.0		
24		4.2		11.0			5.2		13.4									31		0.0		
25		4.2		11.0			5.2		13.4									31		0.0		
26	3.6	3.9	8.3	9.7	98	2.0	4.9	4.6	12.5	99	1.2	0.638	1.5	88	7.3	7.4	50	40		0.0		
27	3.6	3.7	8.3	8.8	98	4.8	3.2	11.0	7.6	98	2.8	0.705	1.6	86	7.3	7.6	25	33		0.0		
28	3.4	3.5	7.9	8.1	99	12.8	6.5	29.7	15.1	96	6.0	0.655	1.5	88	7.3	7.0	41	37		0.0		
29		3.5		8.1			6.5		15.1									37		0.0		
30		3.5		8.1			6.5		15.1									37		0.0		
31		3.5		8.1			6.5		15.1									37		0.0		
M/M																						
TL																						
GA																						
ME	4.5		12.1		98	5.1		13.3		97	3.2	0.75	2.0	83		7.7	22.0		#####	0.0		
WGA																						
WA																						
M/M = Maximum/Minium; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weighed Avg.																						
REMARKS:																						

Total pounds are the multiplication of the monthly average by the number of days in the month.

City of Portland, MI

March 2019

ACTIVATED SLUDGE

DAY	Aeration Volume	Detent. Time	CRT Days	Organic Loading	MLSS	MLVSS	SETT.	SVI	DO	AIR SUPPLY	RASS	RASVS	WAS	WAS	Return Flow
	KCF	Hours		F/M	mg/l	mg/l	%		mg/l	CuFt./D	g/100 ml	g/100 ml	gal	lbs	(RAS)
1	24	4.2	5.3		2564		24	94	6.1	1.44	0.6213		14.01	726	0.373
2	24	4.3	6.1		2397		24	100	4.7	1.44	0.5713		12.31	587	0.373
3	24	4.8	7.6		2822		25	89	3.8	1.44	0.4894		13.51	551	0.367
4	24	5.2	5.3		2714		25	92	4.1	1.44	0.5582		16.50	768	0.352
5	24	5.3	5.3	0.35	2650	2062	24	91	4.8	1.44	0.5412	0.4283	16.50	745	0.337
6	24	5.2	5.0	0.42	2533	1967	23	91	5.7	1.44	0.5136	0.4069	17.80	762	0.342
7	24	5.2	7.6	0.31	2566	1981	21	82	4.8	1.44	0.6078	0.4828	10.00	507	0.344
8	24	5.1	7.0		2701		21	78	4.3	1.44	0.4809		14.44	579	0.359
9	24	5.1	11.7		2717		22	81	4.1	1.44	0.4946		8.40	347	0.361
10	24	4.8	9.3		2953		23	78	4.2	1.44	0.6745		8.40	473	0.361
11	24	4.9	3.8		2988		25	84	3.6	1.44	0.6194		22.50	1162	0.382
12	24	5.3	3.6	0.39	2962	2300	21	71	3.9	1.44	0.6536	0.5064	22.40	1221	0.365
13	24	5.6	5.1	0.34	2504	1912	20	80	3.4	1.44	0.5525	0.4352	16.00	737	0.347
14	24	5.5	4.2	0.69	2445	1010	20	82	4.1	1.44	0.6365	0.4326	16.50	876	0.326
15	24	5.3	5.9		2498		20	80	4.1	1.44	0.4562		16.75	637	0.351
16	24	5.5	14.2		2537		20	79	3.7	1.44	0.3818		8.40	267	0.347
17	24	5.7	11.1		2548		21	82	3.7	1.44	0.4879		8.40	342	0.334
18	24	5.7	5.3		3042		22	72	3.6	1.44	0.5697		18.00	855	0.336
19	24	5.8	6.0	0.34	2601	1982	21	81	3.8	1.44	0.5025	0.3787	15.35	643	0.325
20	24	5.7	6.2	0.26	2630	2028	22	84	3.8	1.44	0.4877	0.3611	15.69	638	0.337
21	24	5.7	7.0	0.27	2634	1947	22	84	4.3	1.44	0.4502	0.3126	15.00	563	0.343
22	24	5.7	5.6		2698		23	85	4.1	1.44	0.5099		16.83	715	0.337
23	24	5.8	11.0		2866		22	77	3.4	1.44	0.4415		10.54	388	0.336
24	24	5.8	5.8		2966		26	88	3.4	1.44	0.4755		19.39	769	0.325
25	24	6.3	3.5		2930		26	89	6.1	1.44	0.7368		20.58	1264	0.300
26	24	6.2	5.0	0.26	2699	1970	25	93	4.1	1.44	0.5153	0.3739	18.64	801	0.309
27	24	6.1	6.0	0.25	2697	2001	25	93	4.1	1.44	0.5397	0.3881	14.89	670	0.322
28	24	6.2	4.2	0.30	2849	1961	25	88	3.1	1.44	0.5933	0.4410	20.25	1002	0.308
29	24	6.3	4.8		2643		24	91	2.6	1.44	0.4211		23.26	817	0.306
30	24	6.5	10.0		2449		23	94	2.4	1.44	0.5196		8.40	364	0.310
31	24	6.7	8.0		3091		27	87	3.1	1.44	0.8075		8.60	579	0.296
TL													468.23	21358	10.511
ME	24	5.5	6.7	0.35	2706	1927	23	85	4.0	1.44	0.5455	0.4123	15.10	689	0.339
	REMARKS:														

Total lbs are figured by multiplying the monthly average by the number of days in the month.

Plant Manager: Chris Munson

City of Portland, MI

March 2019

DIGESTER BIOSOLIDS

	RAW SLUDGE						BIOSOLIDS							
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	GAS	
	Pumped	Total	% Vol.	Loading			TEMP.				RATIO	SOLIDS	Produced	
	gal	Solids	Solids	lbs/1000 cuft.		C.	C.		%	%		REDUCTION	CuFt X 100	
SF														
DAY														
1	1969												22	
2	1604												26	
3	1495												33	
4	1787												27	
5	1933												38	
6	1823												43	
7	1149						27.2	7.0			0.35		32	
8	1659												25	
9	820												25	
10	1057												25	
11	2553												27	
12	2243												41	
13	1750	6.9	79	0.05	7.3	11.7	26.0	7.1	1.7	63	0.5	55	46	
14	1769												45	
15	2024												32	
16	620												33	
17	766												28	
18	1914	7.6	75	0.06	7.2	12.8	26.0	7.0	1.4	60	0.45	50	35	
19	1659												33	
20	1878												32	
21	1440												42	
22	1750												29	
23	985												34	
24	2243												14	
25	2680	5	72	0.05	7.3	12.9	30.6	7.1	1.2	58	0.46	46	34	
26	2060												36	
27	1586												29	
28	2170	6.3	73	0.05	7.1	11.9	27.7	7.1	1.5	58	0.04	49	31	
29	2170												34	
30	802												23	
31	985												31	
TL	51343												985	
ME	1692	6.5	75	0.05	7.2	12.3	27.5	7.1	1.5	60		50	32	
REMARKS:		Loading Rate = .02 -.10 lb/cu. ft.												

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

March 2019

SOLIDS DISPOSAL

DAY	SUPERNATANT							BIOSOLIDS DISPOSAL				SITE #	DRY TONS APPLIED.
	AMT.	PH	TOTAL	VOL.	SUSP.	Phosp.	PHOSP.	SOLIDS	AMOUNT	TOTAL	VOL.		
			SOLIDS	SOLIDS	SOLIDS			TO BED	HAULED	SOLIDS	SOLIDS		
	gal.		%	%	mg/l	mg/l	lbs	lbs	gal	%	%		
1	3731							0.0					
2	3465							0.0					
3	3465							0.0					
4	4264							0.0					
5	3731							0.0					
6	1599							0.0					
7	4797							0.0					
8	1866							0.0					
9	2132							0.0					
10	5863							0.0					
11	0							0.0					
12	0							0.0					
13	2665							0.0					
14	4930							0.0					
15	4264							0.0					
16	0							0.0					
17	6929							0.0					
18	0							0.0					
19	6396							0.0					
20	0							0.0					
21	8395							0.0					
22	0							0.0					
23	4131							0.0					
24	4531							0.0					
25	0							0.0					
26	4797							0.0					
27	6929							0.0					
28	0							0.0					
29	6396							0.0					
30	2665							0.0					
31	1599							0.0					
TL	95809							0.0	0				
ME													
	188690												

Supernatant to drying beds or storage tank and cycled back to plant headworks.
 Biosolids to farm land and landfill.

APPENDIX “B”





The new fencing and gate that was installed.



The new eight foot gate that was installed.

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

April 1, 2019
March 1-31, 2019

HYDRO GENERATION	115,200		
DIESEL PRODUCTION	0		
Kwh Purchased	2,993,259	Amount Paid	\$ 183,400.26
Total Kwh Purchased	3,108,459	Total Dollars Paid	\$ 183,400.26

Kwh Billed

Residential	1,329,967
Commercial	662,323
Large General	756,320
City St. Lites Metered	27,736
St. Lites Unmetered	
Rental Lights	
Demand	2,261
Total Kwh Billed	2,778,607

Dollars Billed

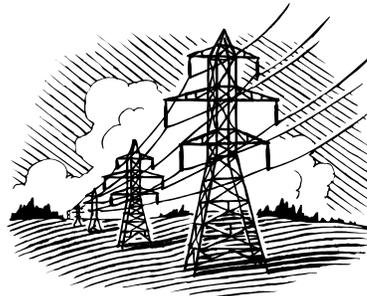
PCA Billed	\$ 21,497.91
Residential	\$ 140,799.20
Residential EO Charge	\$ 2,333.40
Geothermal Discount	\$ (252.74)
Commercial	\$ 71,115.41
Commercial/LG EO Charge	\$ 2,436.48
Large General	\$ 52,354.09
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 2,351.54
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 253.24
Demand	\$ 13,285.90
Tax	\$ 11,369.15
Total Dollars Billed	\$ 319,105.03

Arrears after billing	\$ 17,339.07
Penalties Added	\$ 1,709.21
Arrears end of month	\$ 37,313.17
Fuel Cost Billed	\$ 24,350.35
Amount Collected	\$ 328,143.22
Total Adjustments	\$ 1,826.19

Power Cost Adj. .00782

Residential Customers	2,229
Commercial Customers	328
Large General	15
Total Customers	2,572

04/02/19



CITY OF PORTLAND
April-19

WATER DEPARTMENT REPORT

MONTH	Mar-19	PERIOD COVERED	March 1-31, 2019
Customers Billed		Penalties Added	\$ 305.00
City	1,821	Dollars Collected	\$ 47,031.83
Rural	24	Arrears at end of Month	\$ 2,909.15
Total Customers	1,845	Adjustments	\$ 88.47
		Gallons Pumped	7,361,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,241,371		\$ 44,903.68
Rural	117,562		\$ 1,430.22
Total	<u>7,358,933</u>		<u>\$ 46,333.90</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,780	Dollars Billed	\$72,710.08
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 72,710.08

Penalties Added	\$ 511.36
Dollars Collected	\$ 71,747.32
Arrears at end of Month	\$ 8,930.40
Adjustments	\$ 120.36
Gallons Treated per Million	13.86



**Ionia County Board of Commissioners
Committee-of-the-Whole**

April 16, 2019 - 3:00 p.m.

**Ionia County Administrative Building (old District Court Building)
Board of Commissioners room 3rd floor, 101 W. Main St.**

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. Steve Alsum, Director of “The Red Project”, speaking about the Opioid Overdose Prevention and Response Program
 - B. The Right Door Annual Report
 - C. Equalization Annual Report
 - D. Departmental Reports
 1. Building Codes
 2. Clerk
 3. District Court
 4. Probate/Juvenile Court
 - E. Discussion on Animal Control Ordinance
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Adjournment

IONIA COUNTY BOARD OF COMMISSIONERS

April 23, 2019 - 7 p.m.

Board of Commissioners room: – Ionia County Administrative Building, (old District Court) 3rd floor. 101 W Main St. Ionia MI

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)
 - B. Approve closed session minutes
 - C. Approve per diem and mileage
 - D. Approve payment of General Fund payroll and accounts payable for the month of
 - E. March 2019 - \$1,029,304.27
 - F. Approve payment of Health Fund bills - \$91,959.84
- VII. Unfinished Business**
 - A. Animal Control Ordinance
 - B. Appointments:
 - 1. Area Agency on Aging Advisory Council –one – three-year term
 - 2. EDC/BRA – three – three-year terms
 - 3. Land Bank Authority - one- three-year term
 - 4. Jury Board – one- six-year term
 - C.
- VIII. New Business**
 - A. Request approval of the 2019 Equalization Report
 - B. Central Dispatch Easement – Sterner’s Vet
 - C. Request approval of Community Corrections FY20 grant
 - D. Request for approval of MDOT Budget Amendment for Commission on Aging
 - E. Request for approval of Budget Amendment for additional AAAWM Funding for Commission on Aging

- F. Request for signature on Ionia County Commission on Aging's 2020-2022 Proposal to Provide Services Under the Older Americans Act, administered by the Area Agency on Aging of Western Michigan, Inc
- G. Commission on Aging Bi-Annual Report

IX. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. Board of Commissioners report
- C. County Administrator

X. Reports of Special or Ad Hoc Committees

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

XII. Closed Session

- A. Corrections Union Grievance

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, serving as a Member-at-Large from the Lyons Area. One- two year term serving from Ionia County Road Commission.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2018.
- Tax Advisory Board – One –one year term expiring 2020

Appointments for consideration in the month of May 2019

- Midwest Michigan Trail Authority – One -three year term

Appointments for consideration in the month of June 2019: None