



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

7:00 P.M. Monday, August 5, 2019

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Public Comment</u></b> (5-minute time limit per speaker)	
	<b>V. <u>City Manager Report</u></b> - None	
	<b>VI. <u>Presentations</u></b>	
7:05 PM	<b>A. DDA/Main Street Director ConnerWellman – Downtown Report</b>	
	<b>VII. <u>Public Hearing(s)</u></b> – None	
	<b>VIII. <u>Old Business</u></b> - None	
	<b>IX. <u>New Business</u></b>	
	<b>A. First Reading of Ordinance 105I Amending Chapter 8, Article VI</b>	
	“Property Maintenance Code,” of the Code of Ordinances of the City of Portland	
7:10 PM	<b>B. Proposed Resolution 19-47 Approving, Authorizing, and Directing the Mayor to Sign a Permit for a Fireworks Display at Bogue Flats Recreation Area</b>	Decision
7:13 PM	<b>C. Proposed Resolution 19-48 Appointing an Officer Delegate to Represent the City at the 2019 MERS Conference</b>	Decision
7:15 PM	<b>X. <u>Consent Agenda</u></b>	Decision
	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on July 15, 2019</b>	
	Payment of Invoices in the Amount of \$106,438.45 and Payroll in the Amount of \$97,013.31 for a Total of \$203,451.76	
	<b>B. Purchase Orders over \$5,000.00</b>	
	1. Moyer Construction in the Amount of \$5,380.00 for Kent Street Sidewalk Repairs	
	2. Maner Costerisan in the Amount of \$7,000.00 for Audit Fieldwork	
	3. Resco in the Amount of \$13,878.00 for Transformers	
	4. UTB in the Amount of \$7,250.00 for a Three-Phase Recloser	
	5. Resco in the Amount of \$12,075.00 for 3 Rolls of Hendrix Cable	
	6. CL Trucking & Excavating in the Amount of \$16,560.09 for Work Completed on Hyland Drive	

<b>Estimated Time</b>		<b>Desired Outcome</b>
	7. Cook Brothers Excavating in the Amount of \$103,884.60 for Chip Sealing Completed on Divine Highway and Maynard Road	
	<b>XI. <u>Communications</u></b>	
	<ul style="list-style-type: none"> <li>A. DDA Minutes for June 24, 2019</li> <li>B. DDA Treasurer’s Report for July 18, 2019</li> <li>C. Utility Billing Reports for June 2019</li> <li>D. Water Department Report for June 2019</li> <li>E. Ionia County Board of Commissioners Agenda for July 23, 2019</li> <li>F. MPSC Notice of Hearing for Consumers Energy</li> <li>G. MPSC Notice of Hearing for Consumers Energy</li> </ul>	
7:20 PM	<b>XII. <u>Other Business</u> - None</b>	
	<b>XIII. <u>City Manager Comments</u> - None</b>	
7:25 PM	<b>XIV. <u>Council Comments</u></b>	
7:30 PM	<b>XV. <u>Adjournment</u></b>	Decision

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

Council member \_\_\_\_\_, supported Council member \_\_\_\_\_, moved the adoption of the following ordinance:

**ORDINANCE NO. 105I**

**AN ORDINANCE AMENDING CHAPTER 8, ARTICLE VI “PROPERTY MAINTENANCE CODE,” OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND**

**THE CITY OF PORTLAND ORDAINS:**

**Section 1. Amendment of Chapter 8, Article VI. of the Code of Ordinances.** Chapter 8, Article VI., “Property Maintenance Code,” of the Code of Ordinances is replaced to read:

**ARTICLE VI. PROPERTY MAINTENANCE CODE**

**Sec. 8-155. Adopted.**

There is hereby adopted by reference the International Property Maintenance Code, 2018 edition, as published by the International Code Council, as the property maintenance code of the city, for the control of buildings and structures as provided in this article, and each and all of the regulations, provisions, penalties, conditions and terms of such code are hereby referred to, adopted and made a part of this article as if fully set out in this section, with the additions, insertions, deletions and changes, if any, prescribed in section 8-156.

**Sec. 8-156. Additions, insertions and changes.**

The following sections of the International Property Maintenance Code, 2018 edition, are hereby amended or deleted, or additional sections or subsections are added as follows:

*Section 101.1* (page 1, second line). Insert: City of Portland.

*Section 304.14*. Insert: March 1 to December 1.

*Section 602.3*. Insert: October 1 to May 15.

*Section 602.4*. Insert: October 1 to May 15.

**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:

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, City Clerk

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 19-47**

**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 21<sup>st</sup> day of September, 2019 to celebrate Portland's Sesquicentennial, 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 Bogue Flats Recreation Area as a part of Portland's Sesquicentennial Celebration on Saturday, September 21, 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:** August 5, 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>7/12/2019</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>Tim Loper</i>	Address <i>9019 West Belding Rd, Suite 3, Belding, MI 48809</i>	Age <i>47</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>September 21, 2019</i>		Time of Proposed Display <i>Dusk</i>

No. Of Fireworks	Kind of Fireworks to be Displayed
<i>Approximately 500</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*

<b>Amount of Bond of Insurance (to be set by local gov't)</b> <i>\$5,000,000.00</i>	<b>Name of Bonding Corporation or Insurance Company</b> <i>Britton-Gallagher &amp; Associates</i>
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**Address of Bonding Corporation or Insurance Company**  
*One Cleveland Center, Floor 30; 1375 East 9<sup>th</sup> 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 500 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>September 21, 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	

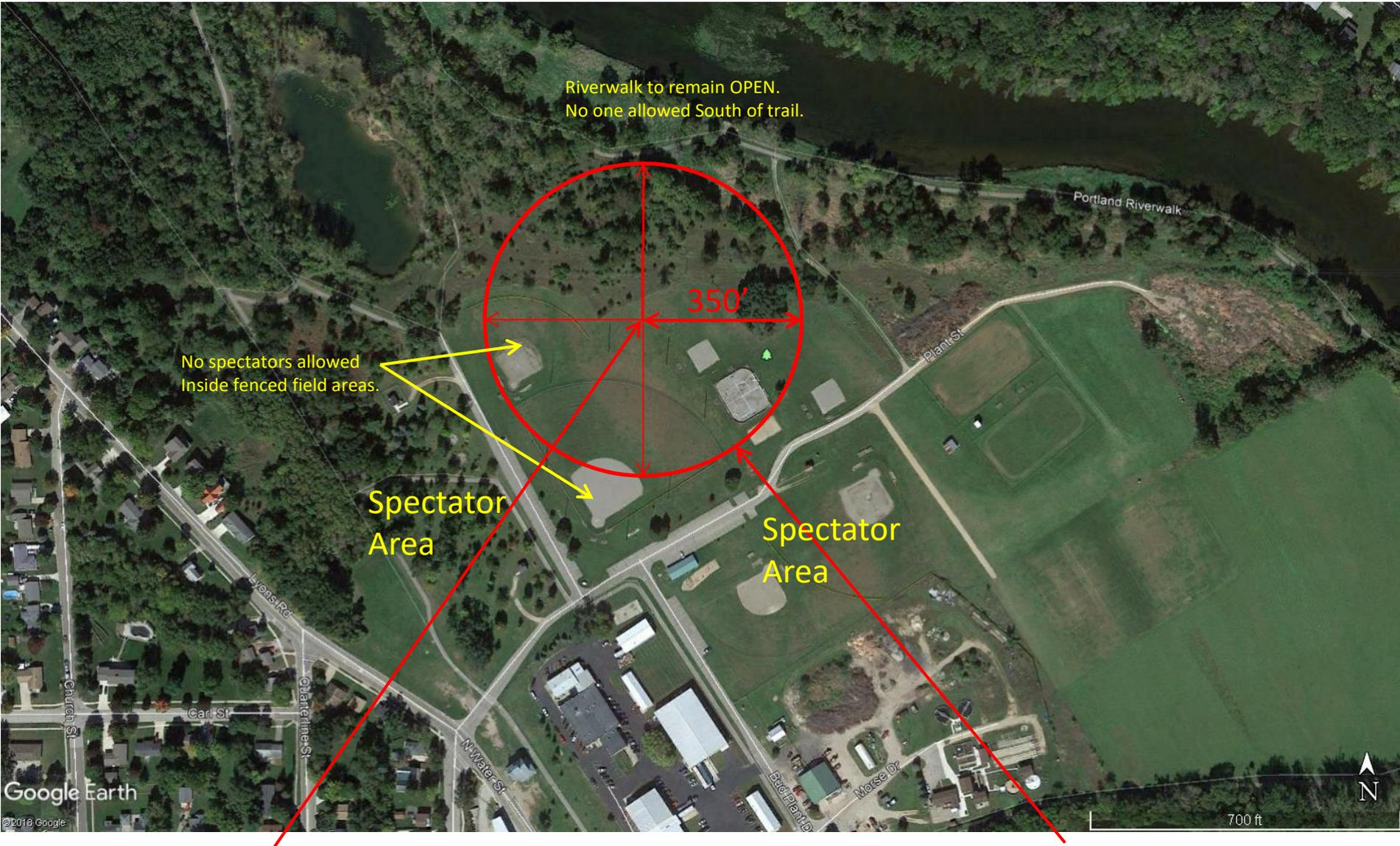
Issued by action of :     council     commission     board of the

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. 19-48**

**A RESOLUTION APPOINTING AN OFFICER DELEGATE TO REPRESENT  
THE CITY AT THE 2019 MERS CONFERENCE**

**WHEREAS**, each participating municipality may send an employee delegate and officer delegate to the annual Municipal Employee Retirement System (MERS) conference; and

**WHEREAS**, the employee delegate is selected by ballots cast by employees and the officer delegate is appointed by the governing body; and

**WHEREAS**, the City Manager recommends that the Council appoint the Income Tax Clerk, Angie Baum as the City's Officer Delegate for the MERS conference, October 3<sup>rd</sup>-4<sup>th</sup>, 2019, at the Grand Traverse Resort.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council approves the City Manager's recommendation and appoints the Income Tax Clerk, Angie Baum as the City's officer delegate for the 2019 Municipal Employee Retirement System (MERS) conference.
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:** August 5, 2019

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, July 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

Guests: Kathy Parsons, Tom St-Amour; Marilyn Danielson; Robert Lathers of The Beacon; Nick Grifhorst 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 Fitzsimmons, supported by VanSlambrouck, to approve the Proposed Agenda as presented.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

There was no public comment.

Under City Manager Report, City Manager Gorman reported that with the expected heat wave that is expected this week Electric Superintendent Hyland will be monitoring the electric grid.

City Manager Gorman stated that PAMA (Portland Area Municipal Authority) contracted with Fleis & VandenBrink a couple of months ago to complete a feasibility study for the emergency services building located at 773 E. Grand River Ave. A walk through was done last week with the Police Chief, Fire Chief, and Ambulance Director to get a better understanding of the uses of the building.

The design work is underway and nearing completion for the Safe Routes to School program, based on the conditional commitment of almost \$1million from the State of Michigan. A public workshop will be held in the next few weeks to receive comment. Construction is anticipated to begin Spring 2020. The big-ticket item in the project will be a new traffic light at Grand River Ave. and West St.

ACD.net has reapplied for placement of the small cell nodes. The City is working with representatives of ACD.net to identify locations for placement before the official application is submitted.

City Manager Gorman noted that the DDA will be discussing the reinstatement of 2-hour parking in the downtown. There are many areas where vehicles remain parked for long periods of time which is a detriment to commercial activity.

The location of trash receptacles in the downtown, primarily the 100 block of Kent St., is being addressed. Residents who live on the east side of Kent St. will place their trash receptacles on Maple St. and residents who live on the west side of Kent St. will place their trash receptacles in two designated parking spaces in the Scout Park parking lot.

City Manager Gorman stated that he is evaluating the International Property Maintenance Code in an effort to find a way to require property owners to address property issues.

The DDA will also be discussing an amendment to its Tax Increment Financing (TIF) Plan in order to consider a potential Kent St. Improvement Project in the future. The current TIF Plan lists a splash pad/spray park as a priority. A grant application has been submitted to the State of Michigan for partial funding of a project that would include this; the outcome of the grant application will likely be known sometime in November 2019. The DDA will also be discussing a contingency plan to complete the splash pad/spray park project with or without funding.

City Manager Gorman stated that both The Brook and Sparrow are working on their plans for development. The Brook is hoping to begin construction in the next few weeks and Sparrow plans to begin construction this Fall.

There were no presentations.

Under New Business, the Council considered Resolution 19-46 to approve a proposal from Fleis & VandenBrink in the amount of \$8,800.00 to conduct a feasibility study of the Divine Hwy. Bridge to evaluate the potential realignment of the bridge when it is replaced.

City Manager Gorman presented further information and a conceptual rendering of a potential realignment.

Motion by Baldyga, supported by Johnston, to approve Resolution 19-46 approving a proposal from Fleis & VandenBrink to conduct a feasibility study regarding the replacement of the Divine Highway Bridge.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on July 1, 2019 with the correction of the spelling of Sister Barb Feleo, payment of invoices in the amount of \$189,351.50 and payroll in the amount of \$109,697.54 for a total of \$299,049.04. There were no purchase orders over \$5,000.00.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that the 4<sup>th</sup> of July fireworks at Bogue Flats went very well and thanked Kathy Parsons for all of her assistance.

City Manager Gorman noted that he walked in the Ionia Free Fair Parade with Mayor Barnes, Council Member Johnston, DDA/Main Street Director ConnerWellman, Kathy Parsons, and other representatives of the City of Portland in recognition of Portland 150<sup>th</sup> Birthday celebration. It was a fun event.

Under Council Member Comments, Mayor Barnes also commented that walking in the Ionia Free Fair Parade was a lot of fun, despite the effort due to heat.

Council Member Johnston noted that the Wagon Wheel will be hosting a fundraiser for the Portland Civic Players on Tuesday, July 16, 2019.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:27 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the July 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

**Approval of Resolution 19-46** approving a proposal from Fleis & VandenBrink to conduct a feasibility study regarding the replacement of the Divine Highway Bridge.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:27 P.M.**

All in favor. Adopted.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
OUDBIER INSTRUMENT CO	02568	REPLACEMENT VFD FOR BLOWER - WW COUNC APPR 7-1-	4,000.00
OUDBIER INSTRUMENT CO	02568	INSTALLATION/SET UP BLOWER - WW APPR COUNCIL 7-	1,900.00
STAR THOMAS	01654	JULY CELL PHONE REIMB - POLICE	40.00
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	8,876.00
GRP ENGINEERING INC.	01994	ENG SERVICE - ELECTRIC	130.00
USA TODAY NETWORK	02501	LEGAL NOTICES - GEN, CODE, ELECTIONS	1,016.12
USA BLUEBOOK	01850	LAB SUPPLIES - WW	238.77
MHR BILLING	01780	MONTHLY BILLING FOR JUNE - AMB	1,254.00
CHERRY HILL ESTATES	02081	3RD QTR ASSOC FEES - ECON DEV	79.95
IONIA OCCUPATIONAL HEALTH SERVICES	02275	DOT EXAM NOLAN - MP	100.00
INTERSTATE BILLING SVC	00202	STUD FOR BACK HOE - MP	23.58
NICKOLAS PUNG	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	160.00
FOSTER BLUE WATER OIL, LLC	02301	FUEL - PARKS, CEM	398.58
MICHIGAN PAVEMENT MARKINGS	00885	RIVER TRAIL/CROSS WALK PAINTING - PARKS	467.00
RALPH WIGHT	MISC	BATHROOM REPAIR RED MILL DRYWALL - PARKS	65.00
MUZZALL GRAPHICS	00326	VEHICLE REPAIR SHEETS - MP	123.44
FAMILY FARM & HOME	01972	SUPPLIES - PARKS, CEM	33.47
FAMILY FARM & HOME	01972	HOSE ENDS, BRUSH KILLER - CEM, PARKS	59.14
VAN BRO'S IRRIGATION INC.	01762	IRRIGATION REPAIR - CITY HALL	69.70
MENARDS	00260	BOARDS FOR DAM - ELECTRIC	1,174.65
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	158.90
MUNICIPAL INSPECTION SERVICES	00323	JUNE 2019 BLDG/TRADE PERMITS - GEN	4,001.00
VISCO	00793	REPLACE CAST IRON BASE/TOP LIGHT POLE - COMM PF	1,634.00
PETERSEN OIL & PROPRANE	02534	DIESEL FUEL GENERATION - ELECTRIC	336.21
WOW! INTERNET-CABLE PHONE	02132	INTERNET - MP	15.00
STAR THOMAS	01654	TRAINNG MEAL - POLICE	13.78
STAR THOMAS	01654	PARADE CANDY, RIFLE ACCESSOR - POLICE	408.24
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	10.36
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	95.87
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	314.15
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	431.31

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER	00175	REFUSE - ELECTRIC, POLICE, COMM PROMO	152.58
GRANGER	00175	REFUSE - WW	152.58
MENARDS	00260	AC UNIT FOR LAB - WW	499.99
MONICA HATT	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	150.00
HOMETOWN SPORTS, INC.	01326	10 COP TOTE BAGS - COMM PROMO	120.00
RESCO	00392	INSULATOR SUSPENSION - ELECTRIC	97.20
RESCO	00392	SWITCH DISCONNECT BYPASS - ELECTRIC	496.50
WOW! INTERNET-CABLE PHONE	02132	INTERNET - POLICE, AMB, COMM PROMO	603.35
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	18.31
JOHN DEERE FINANCIAL	01818	VAR SUPPLIES, PARTS - CEM, MP, PARKS,	1,472.88
JOHN DEERE FINANCIAL	01818	VAR SUPPLIES, PARTS - MP	86.84
AB LOCK AND SAFE INC.	00713	KENT ST DOOR REPAIR - CITY HALL	215.00
IONIA COUNTY CLERK	01247	VERIZAN 4G MODEM VERITY SCAN EQUIPMT - ELECTION	199.00
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY ETC - WATER	484.50
CULLIGAN	02130	WATER - GEN	13.00
VISCO	00793	PRIME PAINT DAMAGED LIGHT POST - COMM PROMO	3,765.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL DAM - PARKS	100.00
PAMA	01370	CITY PORTION, REPAIR DOOR - COMM PROMO	353.16
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	466.78
USA BLUEBOOK	01850	GLUCOSE VILES - WW	77.95
MICHIGAN PAVING & MATERIALS CO.	02102	ASPHALT - MAJ STS	168.56
HAMMOND FARMS NORTH	02518	PRO SOIL - MAJ STS	88.50
HAMMOND FARMS NORTH	02518	PRO SOIL - LOC STS	88.50
WILLIAMS FARM MACHINERY, INC.	01075	SHAFT ASSIST/TUB RETURN CREDIT - MP	39.89
MRWA	01935	MEMBERSHIP DUES - WATER	710.00
HOMETOWN SPORTS, INC.	01326	VOLUNTEER POLO SHIRTS - POLICE	35.00
FAMILY FARM & HOME	01972	TROWEL RATCHET TIEDOWN - WATER	8.96
MICHIGAN ELECTION RESOURCES	00278	QVF VOTER ID CARD - ELECTIONS	83.65
FAMILY FARM & HOME	01972	LEAD WIRE SWITCH - CEM, PARKS	12.99
STATE OF MICHIGAN	00428	AGENCY & VEHICLES LISTING - AMB	175.00
CULLIGAN	02130	WATER - PARKS, CEM	19.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
POWER LINE SUPPLY COMPANY	00389	FUSE ELBOW - ELECTRIC	1,377.54
KEUSCH SUPER SERVICE	00228	SERVICE UNIT 404- ELECTRIC	59.89
KEUSCH SUPER SERVICE	00228	RADIATOR REPAIR 411- ELECTRIC	704.23
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	17.36
STATE OF MICHIGAN	02577	BACTI SAMPLES - WATER	96.00
NORTHERN PUMP & WELL	02590	RELAY, REALY BASE - WATER	150.00
FAMILY FARM & HOME	01972	BATTERIES - MOTOR POOL	13.98
FAMILY FARM & HOME	01972	WEED KILLER - MAJ STS	36.99
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	720.00
PIONEER MANUFACTURING CO	00947	FIELD PAINT - REC	534.00
PLEUNE SERVICE COMPANY INC.	00741	REPLACE BLOWER MOTOR - CITY HALL	1,174.09
PLEUNE SERVICE COMPANY INC.	00741	REPLACE CONDENSER FAN MOTOR - CITY HALL	2,233.19
JETT PUMP & VALVE, LLC	02594	FLOAT RELAY CANEL ST LIFT STATION - WW	414.47
PREMIER SAFETY	02465	CALIBRATE GAS METER - ELECTRIC	137.36
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	135.56
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	18.92
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	166.87
CONSUMERS ENERGY	00095	GAS SERVICE - WW	247.15
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.23
CONSUMERS ENERGY	00095	GAS SERVICE - MOTOR POOL	15.17
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	14.55
AT&T	00686	PHONE SERVICE - GENERAL	169.14
AT&T	00686	PHONE SERVICE - ELECTRIC	252.80
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	323.68
AT&T	00686	PHONE SVC - WASTE WATER	9.19
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	23.01
AT&T	00686	PHONE SERVICE - GENERAL	284.28
MUNICIPAL SUPPLY CO.	00324	BLUE WATER FLAGS, ETC - WATER	60.00
MICHIGAN PAVING & MATERIALS CO.	02102	ASPHALT - LOCAL STS	114.80
CHROUCH COMMUNICATION, INC.	00082	RADIO REPAIR - POLICE	95.00
ANNIE PLINE	MISC	SEWING PATCHES ETC - POLICE	120.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PROFESSIONAL POLICE TRAINING	MISC	SUPERVISORY LIABILITY TRAINING - POLICE	600.00
BEAR PACKAGING & SUPPLY, INC.	00044	TRASH BAGS - CEM, CITY HALL	410.50
KEUSCH SUPER SERVICE	00228	TIRE DISPOSAL - PARKS	12.00
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR/PARTS - ELECTRIC	285.00
ED FILTER	00540	UMPIRE - REC	192.00
BRIAN RUSSELL	00593	UMPIRE - REC	48.00
NATHAN LEHNERT	02496	OFFICIAL FF- REC	20.00
OWEN RUSSELL	02249	OFFICIAL FF- REC	40.00
ISSAC HONSOWITZ	02573	OFFICIAL FF - REC	60.00
LEAH COOK	02506	SCOREKEEPER SB - REC	32.00
NATHAN LEHNERT	02496	SCOREKEEPER SB TOURNMT - REC	44.00
SHELBY BETTS	02595	SCOREKEEPER SB - REC	16.00
BAILEY VAN HOUTEN	02197	TENNS - REC	330.75
JARED SCHRAUBEN	02596	TENNIS - REC	378.00
MORGAN WITTKOPP	MISC	TENNIS - REC	211.65
MAURA LUFKIN	02597	TENNIS - REC	167.20
AINSLEY LUDEMA	02598	TENNIS - REC	62.70
JACK LUFKIN	02469	TENNIS - REC	3,967.72
FAMILY FARM & HOME	01972	SUPPLIES - ELECTRIC	70.25
WILLOW WOOD GOLF COURSE	00681	GOLF CAMP - REC	378.75
AARON'S PLUMBING & DRAIN CLEANING	02581	CLEAN & REPAIRED DRAINS - CITY HALL	593.00
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICES FOR JULY - POLICE	207.00
MEADOWBROOK INSURANCE AGENCY	02599	NOTORY BOND BARB- GEN	55.00
MEADOWBROOK INSURANCE AGENCY	02599	NOTARY BOND NIKKI - GEN	55.00
MICHIGAN ELECTION RESOURCES	00278	AV APPLICATIONS - ELECTIONS	116.36
UPS	02587	SHIPPING - ELECTRIC	10.99
VERIZON WIRELESS	00470	PHONE/DATA SERV - VAR DEPTS	571.72
PLEUNE SERVICE COMPANY INC.	00741	FIX TEMP IN COUNCIL CHAMBERS- CITY HALL	331.00
SW CONTROLS INC.	MISC	WASTE GAS METHANE METER - WW	2,785.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROF SERVICES - WW	397.50
BASIC	01983	MONTHLY HRA ADMIN FEE - GEN	229.50

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FLEIS & VANDENBRINK	00153	GRAND RIVER AVE SMALL URBAN - MAJ STS	232.32
ANDERSON'S ENVIRONMENTAL SERVICE	IMISC	RIVER SAMPLES KENT ST BRIDGE - COM PROMO	275.00
MICHIGAN MUNICIPAL LEAGUE	01547	WEBSITE CLASSIFIED ADS - GEN	88.44
HOMETOWN SPORTS, INC.	01326	30 TEES ELECT LINEMAN - ELECTRIC	270.00
GALL'S LLC	00159	UNIFORM SHIRTS - POLICE	120.97
STAR THOMAS	01654	BATTERY/SHIPPING REIM - POLICE	20.28
CL TRUCKING & EXCAVATING, LLC	00066	JAMES ST FINAL PAYMENT - LOC STS	3,000.00
CL TRUCKING & EXCAVATING, LLC	00066	PAYMENT 4 HYLAND DR CUTLER EXPAN - LOCAL STS	16,560.09
FLEIS & VANDENBRINK	00153	CHIP SEAL, BROOK PLAN, MUFFLER MN, GROVE - LOC,	3,271.30
MICHAEL R. KLUCK & ASSOCIATES	02405	JUNE SERVICES - POLICE	1,927.00
MICHAEL R. KLUCK & ASSOCIATES	02405	JULY SERVICES - POL, GEN	1,087.40
MANER COSTERISAN	02588	PROG BILL PRELIM AUDIT 6/30 - VAR DEPTS	7,000.00
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	9,834.48
IONIA COUNTY ROAD COMMISSION	00208	OLD TORNADO BILL/LABOR - GEN	1,754.24
Total:			\$106,438.45

**BI-WEEKLY  
WAGE REPORT  
July 29, 2019**

<b>DEPARTMENT</b>	<b>GROSS EARNINGS CURRENT PAY</b>	<b>GROSS EARNINGS YEAR-TO-DATE</b>	<b>SOCIAL SECURITY &amp; FRINGE BENEFITS CURRENT PAY</b>	<b>SOCIAL SECURITY &amp; FRINGE BENEFITS YEAR-TO-DATE</b>	<b>TOTAL CURRENT PAYROLL</b>	<b>GRAND TOTAL YEAR-TO-DATE</b>
<b>GENERAL ADMIN.</b>	8,910.14	28,328.29	974.24	6,041.12	9,884.38	34,369.41
<b>ASSESSOR</b>	941.79	2,816.29	72.05	215.45	1,013.84	3,031.74
<b>CEMETERY</b>	4,816.07	13,261.05	377.66	2,459.31	5,193.73	15,720.36
<b>POLICE</b>	13,645.77	42,389.36	1,685.51	8,399.45	15,331.28	50,788.81
<b>CODE ENFORCEMENT</b>	653.46	2,063.02	49.99	414.01	703.45	2,477.03
<b>PARKS</b>	3,746.58	13,548.74	301.68	1,465.04	4,048.26	15,013.78
<b>INCOME TAX</b>	2,030.88	6,070.94	266.13	1,728.96	2,297.01	7,799.90
<b>MAJOR STREETS</b>	3,332.80	11,306.82	256.57	3,513.33	3,589.37	14,820.15
<b>LOCAL STREETS</b>	3,521.27	9,316.32	272.72	2,996.81	3,793.99	12,313.13
<b>RECREATION</b>	1,786.65	5,317.80	238.54	855.98	2,025.19	6,173.78
<b>AMBULANCE</b>	12,056.11	37,727.39	1,336.86	6,402.48	13,392.97	44,129.87
<b>DDA</b>	2,233.21	9,089.93	322.05	1,389.70	2,555.26	10,479.63
<b>ELECTRIC</b>	16,081.53	47,405.83	1,404.16	9,545.20	17,485.69	56,951.03
<b>WASTEWATER</b>	7,096.89	20,886.95	741.91	4,596.71	7,838.80	25,483.66
<b>WATER</b>	5,163.03	15,320.56	570.63	4,052.57	5,733.66	19,373.13
<b>MOTOR POOL</b>	1,975.33	5,824.26	151.10	1,231.63	2,126.43	7,055.89
<b>TOTALS:</b>	<b>87,991.51</b>	<b>270,673.55</b>	<b>9,021.80</b>	<b>55,307.75</b>	<b>97,013.31</b>	<b>325,981.30</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 07/31/2019**  
**MEETING DATE 08/05/2019**

<b>Fund</b>	<b>Description</b>	<b>Beginning Balance 07/11/2019</b>	<b>Total Cash in</b>	<b>Total Cash out</b>	<b>Cash Balance 07/31/2019</b>	<b>Time Certificates</b>	<b>Ending Balance 07/31/2019</b>
101	GENERAL FUND	1,718,761.48	227,916.04	(322,280.30)	1,624,397.22	235,000.00	1,859,397.22
105	INCOME TAX FUND	51,484.53	75,163.48	(84,027.74)	42,620.27	10,000.00	52,620.27
150	CEMETERY PERPETUAL CARE FUND	53,497.51	1,000.00	-	54,497.51		54,497.51
202	MAJOR STREETS FUND	262,902.50	12,093.95	(56,112.00)	218,884.45		218,884.45
203	LOCAL STREETS FUND	252,347.83	14,679.93	(35,267.47)	231,760.29		231,760.29
208	RECREATION FUND	16,941.88	18,120.79	(11,511.21)	23,551.46		23,551.46
210	AMBULANCE FUND	16,343.38	90,338.64	(62,399.69)	44,282.33		44,282.33
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	355,085.55	24,730.61	(31,762.73)	348,053.43		348,053.43
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	13,243.98	9,542.31	(12,565.19)	10,221.10		10,221.10
582	ELECTRIC FUND	833,000.22	279,832.16	(252,469.66)	860,362.72	530,000.00	1,390,362.72
590	WASTEWATER FUND	(113,745.28)	75,513.71	(74,296.95)	(112,528.52)		(112,528.52)
591	WATER FUND	102,810.00	57,046.86	(90,673.58)	69,183.28	420,000.00	424,383.28
661	MOTOR POOL FUND	57,395.96	25,272.32	(29,703.25)	52,965.03		52,965.03
703	CURRENT TAX FUND	176,654.29	149,460.46	(203,095.12)	123,019.63		123,019.63
	<b>TOTAL - ALL FUNDS</b>	<b>4,241,100.05</b>	<b>1,060,711.26</b>	<b>(1,266,164.89)</b>	<b>4,035,646.42</b>	<b>1,195,000.00</b>	<b>5,165,846.42</b>
					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	930,743.66	930,743.66
					ELECTRIC-PRIN & INT ESCROW	146,295.11	146,295.11
					WASTEWATER DEBT ESCROW	259,071.71	259,071.71
					WASTEWATER REPAIR ESCROW	66,935.92	66,935.92
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	72,000.00	72,000.00
							<b>7,492,309.87</b>

\*Customer Deposit Breakdown

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



**MOYER CONSTRUCTION CO.**

5913 E. GRAND RIVER AVE

PORTLAND, MI 48875

PHONE 517-647-4798

FAX 517-647-4040

**Estimate**

DATE	ESTIMATE #
7/12/2019	5696

CITY OF PORTLAND 259 KENT STREET PORTLAND MI 48875	PHONE	E-MAIL
	(517) 647-2942	kengensterblum@portland-michigan.org

QTY	DESCRIPTION
	PERENNIAL FINANCIAL
210	SF. REMOVE & REPLACE CITY WALK
1	EA. SAW CUTTING CHARGE
	OPERA HOUSE
180	SF. REMOVE & REPLACE CITY WALK
1	EA. SAW CUTTING CHARGE
	BRIDGE ST BRIDGE
80	SF. REMOVE & REPLACE CITY WALK
1	EA. SAW CUTTING CHARGE
16.5	LF. CURB
	NOTE:
	IF PROJECT IS TO BE COMPLETED IN PHASES, ADDITIONAL CHARGES MAY APPLY

SIGNATURE	<b>TOTAL</b> \$5,380.00
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Please contact the office for scheduling and questions regarding this estimate, (517) 647-4798.

A residential builder, maintenance/alteration contractor is required to be licensed under article 24 of act 299 of the public acts of 1980, as amended, being sections 339.2401 to 339.2412 of the Michigan compiled laws. Moyer Construction Co. is licensed to provide the above contracted improvement. License Number 2102125152.

We are not responsible for defects in exterior concrete poured from October 1 to April 1. Correct foundation measurements/specifications are the responsibility of the builder/owner. After November 1, winter concrete charges will be added. Bulldozer, wrecker, concrete, and water pump charges are extra. Owner is responsible for properly dug site & to provide access to site so vehicles can move on their own power. We assume no responsibility for damages to sidewalks, buildings, trees, shrubs, etc. We are not responsible for water in basement due to lack of positive flow away from house and/or no eavestroughs installed. Estimates are valid for 60 days. Cancellation without one week prior notification will receive a \$250.00 fee. A fuel surcharge may be added. Payment is due by the 10th of the month. A 1.5% service fee on all amounts not paid by the 25th of following month. Customer agrees to pay all costs incurred to force collection of amounts owed including actual attorney fees.

ACCEPTANCE OF ESTIMATE \_\_\_\_\_

# MANER COSTERISAN

2425 E GRAND RIVER AVE, SUITE 1  
LANSING, MI 48912-3291  
(517)323-7500

CITY OF PORTLAND  
259 KENT ST  
PORTLAND, MI 48875

**Pay Online!**

ACH, Credit Card & Payment Plan Available

<https://manercpa.com/make-a-payment/>

Invoice No. 223334  
Date 07/23/2019  
Client No. 70048.0

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For professional services rendered through 07/09/2019 - *Post Date*

Progress billing for preliminary audit fieldwork for the year ended June 30, 2019

\$ 7,000.00

**NOTE: Your invoicing delivery method may change.** We are moving to a paperless invoicing system and require a contact name and email address that should receive your invoices going forward. Please provide that information with payment or via email to [nchapko@manercpa.com](mailto:nchapko@manercpa.com).

INVOICE DUE UPON RECEIPT. When you provide a check as payment, you authorize us to use the information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.



# PURCHASE ORDER

## City of Portland

P.O. 4183

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

VENDOR Maner Costerisan

DATE: 8/1/19

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Progress billing for	101.201.802000		\$500
preliminary audit	105.254.802000		500
fieldwork 6/30/19.	202.201.802000		500
	203.201.802000		500
	101.728.956000		—
	520.528.802000		—
	210.302.802000		\$500
	208.690.802000		\$300
	582.201.802000		\$2100
DEPARTMENT HEAD (UP TO \$500)	590.201.802000	TOTAL	1,650
	591.201.802000		1,050
	661.201.802000		—

\$7,000

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

  
Treasurer Initials

City of Portland  
Board of Light & Power  
723 E. Grand River Ave.  
Portland, MI 48875

July 31, 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 transformers from RESCO (single source) for the amount of \$13,878.

#2 – Recommend to purchase one three-phase recloser from UTB (single source) for the amount of \$7,250.

#3 – Recommend to purchase radiant heaters to back up the boilers in the warehouse from AMS for the amount of \$12,000.

#4 – Recommend to purchase three rolls of Hendrix cable from RESCO (single source) for the amount of \$12,075.

Respectfully,

A handwritten signature in black ink, appearing to read 'Jon M. Hyland', with a stylized flourish at the end.

Jon M. Hyland,

City of Portland Board of Light & Power







# PURCHASE ORDER

## City of Portland

P.O. 3153

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

VENDOR

*RESCO*

DATE: *7-30-19*

*582-539-775*

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<i>3 ROLLS OF</i>	<i>1-15</i>		<i>12.075</i>
<i>HENDRIX CABLE</i>			
<i>a 3500' PEN ROLL</i>			
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	<i>12075</i>

Treasurer Initials

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



APPLICATION FOR PAYMENT NO. 4

To: City of Portland (OWNER)

From: CL Trucking & Excavating, LLC (CONTRACTOR)

Contract: N/A

Project: City Development Street & Utility Extension

OWNER's Contract No. N/A ENGINEER's Project No. 833100

For Work accomplished through the date of: July 10, 2019 6/30/19

Table with 2 columns: Description and Amount. Rows include: ORIGINAL CONTRACT PRICE (\$386,190.00), Net change by Change Orders (\$45,689.88), Current Contract Price (1 plus 2) (\$431,879.88), TOTAL COMPLETED AND STORED TO DATE (\$431,393.94), RETAINAGE (Total Retainage: \$2,000.00), Total completed and stored to date less retainage (4 minus 5) (\$429,393.94), LESS PREVIOUS PAYMENTS (\$412,833.85), AMOUNT DUE THIS APPLICATION (6 MINUS 7) (\$16,560.09)

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies, to the best of its knowledge, the following: (1) All previous progress payments received from OWNER on account of Work done under the Contract have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to OWNER at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest, or encumbrances); and (3) All Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Dated: 7/10/19

CL Trucking & Excavating, LLC CONTRACTOR

By: Chad Listerman Authorized Signature

Chad Listerman Printed or Typed Name

ENGINEER's Recommendation:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: \_\_\_\_\_

Fleis & VandenBrink Engineering ENGINEER

By: Jonathan W. Moxey Jul 12 2019 10:10 AM Authorized Signature

Jonathan W. Moxey, PE, Project Manager Printed or Typed Name



**Cook Brothers Excavating, Inc.**  
**7974 Lyons Rd.**  
**Portland, Michigan 48875**

Invoice

Date	Invoice
7/22/2019	57466

Phone # 5176476255      DIANE@COOKEXCAVATING.COM

Bill To
CITY OF PORTLAND 259 KENT ST PORTLAND, MICHIGAN 48875

SUBDIVISION	ADDRESS
DIVINE HWY/MAYNARD	

Quantity	DESCRIPTION	RATE	AMOUNT
	MOBILIZATION	2,500.00	2,500.00
	TRAFFIC CONTROL	9,200.00	9,200.00
7,776	LFT. OF SHOULDER WIDENING	8.60	66,873.60
429	SYD. HMA PAVEMENT REPAIR	59.00	25,311.00

THANK YOU!!	NET 15. 1.5% APPLIED TO PAST DUE INVOICES	<b>Total</b>	<b>\$103,884.60</b>
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**Minutes of the Downtown Development Authority  
City of Portland**

Held on Thursday, June 24, 2019  
In Council Chambers at City Hall

Members Present: Grimminck, Gorman, Barnes, Pung, Antaya, Madarang, VanSlambrouck

Members Absent: Briggs

Staff: DDA/Main Street Director ConnerWellman; VISTA Volunteer Hengesbach; City Clerk Miller

Guests: Council Member Johnston; Jason Williamson, Eric Proctor

Chair Grimminck called the meeting to order at 7:00 P.M.

There was no public comment.

Motion by Madarang, supported by Antaya, to approve the agenda with as presented.  
All in favor. Adopted.

Motion by Barnes, supported by Madarang, to approve the minutes of the May 16, 2019 meeting as presented.  
All in favor. Adopted.

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

Under Team Reports, Mayor Barnes reported the Organization & Finance Team continues to work on planning for the Sesquicentennial celebration and Beerfest on the Bridge.

Eric Proctor provided information on Beerfest on the Bridge, scheduled for Saturday, August 10, 2019.

Member VanSlambrouck stated that Promotions & Marketing Team has also been working on planning for the Sesquicentennial celebration and Beerfest on the Bridge.

Under the Design Team Report, Director ConnerWellman stated their activities will be covered under New Business.

Chair Grimminck stated the Business Enhancement Team has been planning business workshops. They are considering adding an online component.

Under Old Business, Director ConnerWellman noted that both Chair Grimminck and Member Madarang have recently been reappointed to the DDA. Dr. Jason Williamson and Charlsie Abel will join the DDA at the July meeting.

Mayor Barnes thanked Member VanSlambrouck for her time served as a DDA member as this is her last meeting.

Director ConnerWellman stated that the second year of the AmeriCorp VISTA program is already underway and that VISTA Volunteer Dana Hengesbach has been a valuable addition. As she has more work for Dana to do and because AmeriCorp VISTA offers 3 years of service she would like to renew for another year with this program.

Director ConnerWellman noted that Council Member Johnston and VISTA Volunteer Hengesbach recently attended the National Main Street Conference in Seattle, WA.

Both Council Member Johnston and VISTA Volunteer Hengesbach provided an overview of takeaways from the conference.

Director ConnerWellman noted that she has not received the amendment to the Michigan Main Street Agreement from the MEDC yet.

There was discussion.

Motion by Antaya, supported by Madarang, to table a decision regarding the anticipated amendment to the Michigan Main Street Agreement and possible graduation from the Michigan Main Street Program to the July meeting.  
All in favor. Adopted.

Under New Business, Director ConnerWellman presented a Façade Grant Application for Essential Title located at 220 Kent St. Improvements for the updated façade will include paint, repair to the cornices and new windows.

Director ConnerWellman presented a Sign Incentive Grant Application for The Port at 143 Kent St. and pictures of the new signs to be installed.

Director ConnerWellman provided an update on The Escape Room and ongoing improvements. The contractor that was hired to repaint parts of the façade was paid and now will not come back to finish the work. They are now trying to restart the process in order to complete the work.

Under the Director Report, Chair Grimminck noted that she will provide Director ConnerWellman's review at the July meeting. She is planning to create a new review to better reflect what Director ConnerWellman actually does.

DDA/Main Street Director ConnerWellman presented her goals for the 2019-2020 Fiscal Year and her report on downtown activities. Director ConnerWellman provided updates on business and property in the DDA District along with other projects, recent activities, and community events.

Dr. Williamson provided information on the 1860's vintage baseball tournament he attended on June 23, 2019 in Frankenmuth, Michigan. He will use what he learned when he manages the vintage baseball tournament to be held as part of the Sesquicentennial Celebration this year.

Under Board Member Comments, Chair Grimminck noted that the Portland District Library will be adding new streaming options.

Mayor Barnes noted both the upcoming 4<sup>th</sup> of July Parade in Portland and the Ionia Free Fair Parade.

City Manager Gorman provided development updates. The Brook has received all of the required approvals to begin construction of a 42-unit Senior Living Facility on 10-acres of the Rindlehaven property that they are acquiring from Mayberry Homes. The City will continue to look at solutions to the safety issue at Grand River Ave. and Rowe Ave.

City Manager Gorman stated that he met with representatives of Sparrow to begin the planning/design process for their development on Cutler Rd.

City Manager Gorman stated that he is working on a solution to remove the trash cans from the sidewalks in the downtown.

Motion by Barnes, supported by Madarang, to reschedule the July 22, 2019 meeting to July 29, 2019.

All in favor. Adopted.

Motion by Madarang, supported by VanSlambrouck, to adjourn the meeting at 7:57 P.M.

All in favor. Adopted

Respectfully submitted,

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Margery Briggs, Secretary



Date: July 18, 2019

**REPORT OF FUNDS IN DDA AS OF: July 12, 2019**

**PRINCIPAL & INTEREST ACCOUNT**

PREVIOUS BALANCE:	<u>6/14/2019</u>	<u>AMOUNTS</u>
		\$ 501.77

<b>NEW BALANCE:</b>	<u>7/12/2019</u>	<u>\$ 501.77</u>
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**PRIME ACCOUNT**

PREVIOUS BALANCE:	<u>5/31/2019</u>	\$ 2,836.73
DEPOSITS:		\$ (176.88)

Due to customers:

<b>NEW BALANCE:</b>	<u>6/30/2019</u>	<u>\$ 2,659.85</u>
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**REGULAR ACCOUNT**

PREVIOUS BALANCE:	<u>6/14/2019</u>	\$ 354,081.78
INTEREST EARNED:		\$ 15.12

DEPOSITS:

Fabiano's River House Grill for Beerfest	\$ 250.00
Sesquicentennial Donations: D. Logel	\$ 60.00
Sesquicentennial Donations: S. Adams	\$ 60.00
Sesquicentennial Donations: J. Dumas	\$ 35.00
Sesquicentennial Donations: R & S Martin	\$ 70.00
Sesquicentennial Donations: Coldwell Banker Frewen Realty	\$ 500.00
Sesquicentennial Donations: Sandborn Real Estate	\$ 500.00
Sesquicentennial Donations: Barnes, Sheffer	\$ 70.00

CHECKS WRITTEN:

Ck No. Payee:

	<u>AMOUNTS</u>
<b>American Rental</b> , tent, portable toilets, chairs	\$ 2,570.69
<b>Beer City Glass, LLC</b> - Pint Glasses Printed Beerfest	\$ 219.10
<b>City of Portland</b> , - Postage, phone, misc exp credit card	\$ 3,332.75
<b>Dana Hengesbach</b> , - Sesquicentennial Supplies	\$ 8.12
<b>Escape Rooms</b> , - Façade Improvements	\$ 475.00
<b>Hometown Sports</b> , - totes	\$ 40.00
<b>Eric Proctor</b> , - Beerfest Sponsors & promo	\$ 1,500.00
<b>Melrose Pyrotechnics Inc.</b> , - Fireworks Display	\$ 5,000.00
<b>Portland DDA</b> , - Purchase Prime, Parade Drivers	\$ 175.00
<b>Printing Essentials</b> , - Promo cards, Posters, Pole Banners	\$ 1,160.01
<b>RCP Artist Services</b> , - Divine GR Wall Mural sesquicentennial	\$ 500.00
<b>Tina Conner-Wellman</b> , - Mileage Reimb, lunch tickets, phone reimb	\$ 140.84
<b>WXMI-TV</b> , - Posts Facebook, Page Sponsorship for sesquicentennial	\$ 850.00

<b>TOTAL CHECKS</b>	\$ (15,971.51)
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TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 06/15/2019 - 07/12/19	\$ (5,076.17)
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TOTAL EXPENSES:	\$ (21,047.68)
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<b>NEW BALANCE:</b>	<u>6/14/2019</u>	<u>\$ 334,594.22</u>
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"The City of Portland is an equal opportunity provider and employer."

**CITY OF PORTLAND**

**REPORT DATE**  
**PERIOD COVERED**

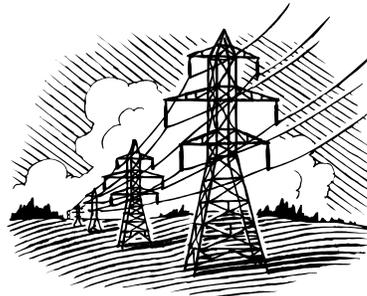
July 1, 2019  
June 1-30, 2019

<b>HYDRO GENERATION</b>	166,800		
<b>DIESEL PRODUCTION</b>	0		
<b>Kwh Purchased</b>	2,954,501	<b>Amount Paid</b>	\$ 171,708.94
<b>Total Kwh Purchased</b>	<b>3,121,301</b>	<b>Total Dollars Paid</b>	<b>\$ 171,708.94</b>

<b>Kwh Billed</b>		<b>Dollars Billed</b>	
Residential	1,146,322	PCA Billed	\$ 24,632.50
Commercial	669,500	Residential	\$ 123,476.24
Large General	671,940	Residential EO Charge	\$ 2,127.04
City St. Lites Metered	19,831	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 71,219.92
Rental Lights		Commercial/LG EO Charge	\$ 2,465.82
Demand	2,164	Large General	\$ 46,820.53
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,691.31
		St. Lights Unmetered	\$ 1,543.05
<b>Total Kwh Billed</b>	<b>2,509,757</b>	Rental Lights	\$ 246.89
		Demand	\$ 12,709.59
Arrears after billing	\$ 11,706.62	Tax	\$ 10,993.49
Penalties Added	\$ 1,536.54		
Arrears end of month	\$ 29,819.81	<b>Total Dollars Billed</b>	<b>\$ 297,944.78</b>
Fuel Cost Billed	\$ 20,085.27		
Amount Collected	\$ 291,869.99	Power Cost Adj.	.00990
Total Adjustments	\$ 13,258.84		

Residential Customers	2,230
Commercial Customers	333
Large General	15
<b>Total Customers</b>	<b>2,578</b>

07/02/19



**CITY OF PORTLAND**  
**July-19**

**WATER DEPARTMENT REPORT**

<b>MONTH</b>	Jun-19	<b>PERIOD COVERED</b>	June 1-30, 2019
Customers Billed		Penalties Added	\$ 373.49
City	1,871	Dollars Collected	\$ 49,120.50
Rural	24	Arrears at end of Month	\$ 5,573.05
Total Customers	1,895	Adjustments	\$ 464.88
		Gallons Pumped	8,367,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	8,433,256		\$ 49,135.02
Rural	165,390		\$ 1,702.83
Total	<u>8,598,646</u>		<u>\$ 50,837.85</u>

**SEWER DEPARTMENT REPORT**

Customers Billed	1,811	Dollars Billed	\$72,639.99
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 72,639.99

Penalties Added	\$ 619.22
Dollars Collected	\$ 75,436.83
Arrears at end of Month	\$ 7,070.97
Adjustments	\$ 641.53
Gallons Treated per Million	12.92



City Of Portland  
Water Department  
Monthly Water Report  
June 2019

Monthly Water Production

Well #4	8,330,000 Gallons
Well #5	0 Gallons
Well #6	37,000 Gallons
Well #7	0 Gallons

Daily Water Production

Well #4	277,667 Gallons
Well #5	0 Gallons
Well #6	1,233 Gallons
Well #7	0 Gallons

Daily Average Water Production for All Wells

278,900 Gallons

Total Water Production for the Month

8,367,000 Gallons

Total Water Production for the Previous Month

10,216,000 Gallons

Total Production decreased by

1,849,000 Gallons

Total Production for This Month from the Previous Year

13,879,000 Gallons

Total Production decreased by

5,512,000 Gallons

Rodney D. Smith Jr.  
Water Technician

# IONIA COUNTY BOARD OF COMMISSIONERS

July 23, 2019 -7:00 p.m.

Board of Commissioners Room  
Ionia County Administrative Building  
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 from July 9, 2019 Meeting
  - C. Approve Commissioners' Per Diem and Mileage
  - D. Approve payment of General Fund payroll and accounts payable for the month of June in the amount of \$1,005,480.99
  - E. Approve payment of June Health Fund bills in the amount of \$105,932.73
  - F.
- VII. **Unfinished Business**
  - A.
- VIII. **New Business**
  - A. Register of Deeds' Budget Amendment
  - B. Ratification of Chair Hodge's signature for Carmon Ferman Agreement
  - C. Request for approval to fill Deputy Sheriff Position
  - D. Juvenile Court Budget Amendment
  - E. Request for signature of the AAAWM Contract Amendment 61.54-FY19.3
  - F. Request for approval of (3) Budget Amendments for COA
  - G. Commission on Aging request to purchase equipment
  - H. Request for approval to fill Site Hostess position for Lake Odessa Meal Site
  - I. AAAWM Multi-Year Implementation Plan for FY 2020

**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**

**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, expired December 2018.
- Tax Advisory Board – One –one year term expiring 2020
- Commission on Aging board – one – three year term expiring September 2020

**Appointments for consideration in the month of June 2019:** None

**Appointments for consideration in the month of July 2019:** None

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC AND GAS CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-20365**

- Consumers Energy Company requests Michigan Public Service Commission's approval for authority to reconcile its 2018 energy waste reduction plan costs associated with the plan approved in Case No. U-18261.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

**DATE/TIME:**      **Wednesday, July 31, 2019, at 9:00 AM**

**BEFORE:**        **Administrative Law Judge Sally Wallace**

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

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) May 31, 2019 application requesting approval to: 1) reconcile its 2018 Energy Waste Reduction (EWR) plan costs; 2) approve the collection of a financial performance incentive payment for both the natural gas and electric EWR plan; 3) approve Consumers Energy's proposed EWR surcharge mechanism; 4) approve the conversion of 85,949 EWR Credits into Renewable Energy Credits in 2018 for use in meeting Consumers Energy's renewable energy requirements under Act 295 and discontinue the low-income adjustment component of the EWR surcharges with the January 2020 billing month,; and 5) other relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by July 24, 2019. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

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

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 2008 PA 295, as amended, MCL 460.1001 et seq., and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

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

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE GAS CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-20209**

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its Gas Cost Recovery (GCR) plan (Case No. U-18411) for the 12-month period April 2018-March 2019.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

**DATE/TIME:**      **Tuesday, August 13, 2019, at 10:00 AM**

**BEFORE:**        **Administrative Law Judge Kandra Robbins**

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

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's June 28, 2019 application requesting Commission approval of their April 1, 2018 through March 31, 2019 GCR plan reconciliation; and their \$17,520,929 under-recovery, including interest, to be rolled into the 2019-2020 GCR reconciliation beginning balance.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 6, 2019. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

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

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

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

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY CONSUMERS ENERGY'S GAS COST RECOVERY RECONCILIATION AND OTHER PROPOSALS IN WHOLE OR IN PART, AND MAY APPROVE LESSER OR GREATER AMOUNTS THAN THOSE REQUESTED.]**