



PROPOSED AGENDA
REGULAR MEETING OF THE PORTLAND CITY COUNCIL

7:00 P.M. Monday, November 4, 2019
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:20 PM	VI. <u>Presentations</u>	
7:25 PM	A. John VanTholen – Granger Contract Extension B. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:30 PM	A. Proposed Resolution 19-65 Approving a Capacity Purchase for the Board of Light and Power through the Michigan Public Power Agency	Decision
7:32 PM	B. Motion to go into Closed Session to discuss a legal memorandum regarding the denial of Section 19 funding as permitted under Section 8(h) of the Michigan Open Meetings Act and Section 13(1)(g) of the Freedom of Information Act which exempts from public disclosure information or records subject to attorney-client privilege. (Requires a 2/3 majority by roll call vote)	Decision
7:45 PM	X. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting held on October 21, 2019 B. Payment of Invoices in the Amount of \$97,022.11 and Payroll in the Amount of \$124,961.31 for a Total of \$221,983.42 C. Purchase Orders over \$5,000.00 - None	Decision
	XI. <u>Communications</u> A. 2019 Merit Awards B. DDA Minutes from September 23, 2019 C. DDA Treasurer’s Report for October 28, 2019 D. Water Department Report for October 2019 E. Wastewater Treatment Plant Report for September 2019 F. EGLE – Brownfield Development Grant Closure	

<u>Estimated Time</u>
7:50 PM
7:55 PM
8:00 PM
8:05 PM

G. Franklin Energy EO Report
H. Ionia County Board of Commissioners Agenda for October 22, 2019

- XII. Other Business** - None
- XIII. City Manager Comments**
- XIV. Council Comments**
- XV. Adjournment**

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 19-65
A RESOLUTION APPROVING A CAPACITY PURCHASE FOR THE
BOARD OF LIGHT AND POWER THROUGH THE
MICHIGAN PUBLIC POWER AGENCY

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

WHEREAS, the City of Portland, as a member of the MPPA, has an opportunity to enter into a transaction to meet a portion of its future load requirements for June 1, 2021 through May 31, 2024, by purchasing capacity not to exceed \$52,800.00 pursuant to the terms of the Letter of Authorization, attached as Exhibit A; and

WHEREAS, at its regularly scheduled meeting on October 29, 2019, the Board of Light and Power voted to recommend that City Council approve the Capacity Purchase as stated above, a copy of a letter from the Electric Superintendent is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve, authorize, and direct the City's Electric Superintendent or City Manager to sign the Letter of Authorization consistent with the recommendation outlined in the attached Exhibits A and B.
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: November 4, 2019

Monique I. Miller, City Clerk



October 22, 2019

Subject: Letter of Authorization

The Portland Light and Power Board, through its Member Authorized Representative, hereby authorizes a purchase of Capacity that is intended to meet the compliance requirements of the State of Michigan under Public Act 341. The purchase is made by Michigan Public Power Agency as a Purchase Power Commitment as defined in the Energy Services Agreement on behalf of Portland in the Amount and Term(s) of:

<u>Planning Year</u>	<u>Up to Capacity, KW</u>	<u>Max Authorized Purchase Price, per KW-Month</u>
Jun 1, 2021 to May 31, 2022	200	\$4.00
Jun 1, 2022 to May 31, 2023	400	\$4.00
Jun 1, 2023 to May 31, 2024	500	\$4.00

Maximum commitment = \$52,800

Member Authorized Representative:

Printed

Signature

Date

Mike Hyland

From: Keith Parrott <KParrott@mpower.org>
Sent: Tuesday, October 22, 2019 9:05 AM
To: Mike Hyland; Tutt Gorman
Cc: Robert Lalonde
Subject: State Compliance Purchase Authorization - 4Q 2019
Attachments: MPPA CapAuth - Port.pdf; Portland.pdf; Portland - without Coldwater.pdf

Good morning,

As a follow-up to the Board of Commissioners meeting, attached is a letter of authorization request to purchase capacity for the upcoming state filing for PY23/24 and to maintain a 95% hedged position in PY21/22 and PY22/23. As discussed during the BOC meeting the timing of this capacity purchase has been moved forward this year and is based on your estimated position at this time until the final information is received from MISO in late December.

PY22/23 and PY23/23 are also affected by your offtake from the proposed Coldwater Peaking Project, attached for your review is your estimated position with and without the Project's capacity. At this time MPPA intends to include the Project in the state filing and has received no new information to reduce our confidence it will get built. This letter of authorization has been drafted with a not-to-exceed volume as if Coldwater does not occur which is the most conservative case and may lead to near-term overhedged position if it is built. MPPA recommends including up to 50% of the expected capacity received from the Project when determining the final purchase volume.

Please review your estimated position and confirm the capacity volume to purchase via email back to MPPA.

I am hoping to get all returned authorizations by **Friday November 8th**, or as soon as they are available. Please let me know if you will not have it back to us by then or if there are any questions you would like to discuss.

Thank you and I look forward to your reply.

Keith Parrott | Senior Engineer – Generation Services



Michigan Public Power Agency
809 Centennial Way, Lansing, MI 48917
Office: 517-323-8919 x116 | Mobile: 517-525-3605
kparrott@mpower.org | www.mpower.org

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

Oct. 30th, 2019

Re: Light & Power Board recommendation

Last night at the Light & Power Board meeting, the Light & Power passed a recommendation to City Council to have the Member Authorized Representative sign a Letter of Authorization for capacity purchases, to bring Portland into compliance with the State of Michigan, Public Act 341.

Respectfully,



Jon M. Hyland
City of Portland, Board of Light & Power

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 21, 2019

In Council Chambers at City Hall

Present: Mayor Barnes; Mayor Pro-Tem VanSlambrouck, Council Member Fitzsimmons, Baldyga, and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Guests: Kathy Parsons; Erica Sheehan; Mike Judd

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 stated that late afternoon on Friday, October 18, 2019 he received a letter from the Michigan State Police stating that the City's Request for Reconsideration of Section 19 Emergency Funding was denied. City Manager Gorman presented the letter and a memo he wrote outlining his concerns with the denial to City Council. He further stated that it his opinion, and the opinion of the City's attorneys with Dickinson Wright, that the City of Portland does in fact qualify for the funding under the administrative criteria and he will work to gain further clarification on the issue.

Mayor Barnes stated that he will be interested to learn what clarification City Manager Gorman is able to get.

Mayor Pro-Tem VanSlambrouck concurred.

Council Member Baldyga stated he is concerned with what this means for disasters that could happen in the future.

City Manager Gorman stated that the reinstatement of 2-hour parking in the downtown has been going very well.

Chief Thomas stated that the Police Department has only issued three warnings for 2-hour parking violations. They will begin issuing tickets for violations on November 1, 2019. Everyone seems to understand the new rules very well.

City Manager Gorman noted that design work continues along with the drafting of easements for the Safe Routes to School improvements.

A lot of fieldwork has been taking place recently for the Stormwater, Asset Management & Wastewater (SAW) Project. The City was awarded funding in the amount of \$764,000 to improve the design and mapping of the underground infrastructure.

Last year PFAS testing was conducted by DEQ/EGLE in the City of Portland. There was a trace detection of PFAS in one of the City's wells that has since been taken off line. The City plans to continue annual PFAS testing once the new regulations are released by the State of Michigan.

The DDA continues to move forward with plans for improvements to Toan Park to include the construction of a splash pad.

There has been further discussion and preliminary planning with representatives of Taco Bell for a substantial development project.

City Manager Gorman and staff will meet with Pulse Broadband on November 6, 2019 to kick off the development of the Executable Project Plan (EPP) which will provide further information for planning and development of the fiber infrastructure project.

Andrew Pace, a senior at Portland High School, has been working as an intern at City Hall since the beginning of the school year to earn high school credits. He has been doing an excellent job on a variety of projects.

Under New Business, the Council considered Resolution 19-63 for the purchase of a new pump for the Canal Street Lift Station in the amount of \$6,365.00. During the annual maintenance of the Canal Street Lift Station it was discovered that pump #2 sustained a catastrophic seal failure rendering it inoperable and in need of replacement.

Motion by Baldyga, supported by Johnston, to approve Resolution 19-63 approving the purchase of a new pump for the Canal Street Lift Station.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 19-64 to approve improvements to the Toan Park restrooms. The Parks Director sought quotes for improvements to the restrooms and recommends the Council approve the work to be completed by Durrant Brothers Construction, LLC in the amount of \$17,424.00.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 19-64 approving improvements to the Toan Park restrooms.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Johnston, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on October 7, 2019, payment of invoices in the amount of \$105,710.41 and payroll in the amount of \$106,598.30 for a total of \$212,308.71. There were no purchase orders over \$5,000.00.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that trick-or-treating will take place on Halloween, Thursday, October 31, 2019 from 6:00 – 8:00 P.M.

Under Council Member Comments, Mayor Barnes noted that the City Council Election will be held on Tuesday, November 5, 2019 and asked City Clerk Miller to explain upcoming changes to the voting in Portland.

City Clerk Miller stated that polls will be open on Election Day, November 5, 2019 from 7:00 A.M. to 8:00 P.M. and that absentee ballots will be available until 4:00 P.M. on November 4, 2019. City Hall will also be open on Saturday, November 2, 2019 and Sunday, November 3, 2019 from 8:00 A.M. until Noon each day for voters to register to vote and get an absentee ballot.

City Clerk Miller further explained that the City of Portland Election Commission recently met and voted to permanently consolidate the precincts in Portland and create an Absent Voter Counting Board (AVCB). With the passage of Proposal 3 during the November 6, 2018 General Election all voters are now able to request an absent voter ballot without a reason. According to the Bureau of Elections it appears that voters are taking advantage of this option, and are increasingly choosing to vote by absentee ballot rather than in the precinct on Election Day. In the next few weeks City Clerk Miller stated that she will begin publicizing information that registered voters in the City of Portland can request to be on her Permanent Absent Voter List which will allow for them to receive an application for an absentee ballot for every election.

Council Member Fitzsimmons stated that it is wonderful that the restrooms at Toan Park are being upgraded.

Council Member Baldyga noted that former Governor Milliken has recently passed away.

There was discussion about governmental cooperation and what can be accomplished.

Mayor Barnes noted that he received a request from Margaret Sheffer, President of the Portland Area Historical Society, for the City to display some of their historical items. Specifically, the framed historical photos that used to hang in the former McDonald's building. Mayor Barnes requested the City make the proper arrangements to do so.

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

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

Meeting adjourned at 7:40 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the October 21, 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 Member Fitzsimmons, Baldyga, and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Approval of Resolution 19-63 approving the purchase of a new pump for the Canal Street Lift Station.

All in favor. Adopted.

Approval of Resolution 19-64 approving improvements to the Toan Park restrooms.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:40 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
HYDRO DYNAMICS	02203	RAW SEWAGE PUMP #2 REBUILD - WW	3,396.34
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	8,876.00
STAR THOMAS	01654	OCT CELL PHONE REIMB - POLICE	40.00
NATALIA LUNA	MISC	RED MILL PAV DEP REFUND - GEN	100.00
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	17.62
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - GEN	164.00
KENDALL ELECTRIC	00225	LIGHT BULB, TWIRL NUTS - ELECCTRIC	302.60
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	314.15
PETERSEN OIL & PROPRANE	02534	61 GAL PROPANE - MP	120.78
ASPHALT RESTORATION INC	MISC	CRACK SEALING ICRC CONTRACT - MAJ, LOC STS	4,900.49
FAMILY FARM & HOME	01972	BOOT PVC COMF TUFF - ELECTRIC	29.99
JOHN DEERE FINANCIAL	01818	VAR SUPPLIES - VAR DEPTS	613.35
ED FILTER	00540	OFFICIAL - REC	48.00
BRIAN RUSSELL	00593	OFFICIAL - REC	48.00
ISSAC HONSOWITZ	02573	OFFICIAL - REC	120.00
KATELYN RUSSELL	02457	OFFICIAL - REC	32.00
WOW! INTERNET-CABLE PHONE	02132	INTERNET - POLICE, AMB, COMM PROMO	604.22
HOMETOWN SPORTS, INC.	01326	HOODIE SCREENS - ELECTRIC	32.00
MUNICIPAL SUPPLY CO.	00324	RED MARKING FLAGS - ELECTRIC	180.00
FAMILY FARM & HOME	01972	20 DUPLEX OUTLETS - WW	3.99
MENARDS	00260	LUMBER FOR TRANSFORMER PAD - ELECTRIC	301.00
COOK BROS EXCAVATING	00101	HAUL DRY BED BIOSOLIDS DISPOSAL - WW	720.00
GRANGER	00175	SLUDGE DISPOSAL N DRY BED - WW	902.00
GRANGER	00175	DISPOSAL OF SLUDGE - WW	270.60
MICHIGAN STATE POLICE	00275	BASIC REID-SMITH - POLICE	480.00
NORTH CENTRAL LABORATORIES	00959	ASCORBIC ACID - WW	50.28
DUBOIS-COOPER ASSOCIATES	02298	WASH WATER BOOSTER CHART. MACH - WW	3,283.80
MICHIGAN STATE POLICE	00275	DIVE TRAINING THOMAS, GROENHOF - POLICE	300.00
DORNBOS SIGN, INC.	00067	SIGNS AND POSTS - MAJ/LOC STS	1,086.45
RCP	02265	SIGN WORK, DECALS - POLICE, AMB	293.34
JEREMY KAUFFMAN	02547	MILEAGE REIM, TRAINING - POLICE	101.96

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FLAGS UNLIMITED LTD	00988	4X6 CITY FLAG - COMM PROMO	165.00
MUNICODE	02411	CODE OF ORDINANCES, APPR CONS AGENDA 9-16-19, -	4,107.55
NORTH CENTRAL LABORATORIES	00959	LAB SUPPLIES - WW	382.20
OLD DOMINION BRUSH	00341	PARTS LEAF MACHINE - MP	2,461.07
BOBCAT OF LANSING	02439	AIR FILTER BOBCAT - MP	129.35
POSTMASTER	00374	ANNUAL FIRST CLASS PRESORT FEE - GEN	235.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET DAM - PARKS	100.00
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	260.72
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	20.96
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	28.27
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	16.07
CONSUMERS ENERGY	00095	GAS SERVICE - MP	37.00
CONSUMERS ENERGY	00095	GAS SERVICE - WW	163.84
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.07
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	387.90
BADER & SONS CO.	00031	SAW CHAINS - CEM	63.83
MENARDS	00260	LED LIGHTS, HEATER FOR LAB - WW	241.96
PRIORITY HEALTH	MISC	REIMBURSEMENT FOR OVPMT OF AMB RUN - AMB	114.46
D&K TRUCK COMPANY	02257	PARTS, LABOR, MISC - MP	991.68
WEST MICHIGAN INTERNATIONAL LLC	02546	SERV & DOT INSPECT, LABOR, PARTS - MP	571.10
DETROIT SALT COMPANY	01497	ROUND SALT, MIDEAL - MAJ, LOC STS	6,944.16
DETROIT SALT COMPANY	01497	ROUND SALT, MIDEAL - MAJ, LOC STS	7,058.01
DETROIT SALT COMPANY	01497	ROUND SALT MIDEAL - MAJ, LOC STS	6,987.63
MICHIGAN PAVING & MATERIALS CO.	02102	ASPHALT - MAJ STS, WATER	170.24
MID-STATES BOLT & SCREW CO.	02607	BOLTS & SCREWS - ELECTRIC	262.07
FAMILY FARM & HOME	01972	2 WADERS - ELECTRIC	110.00
ISSAC HONSOWITZ	02573	OFFICIAL - REC	20.00
CL TRUCKING & EXCAVATING, LLC	00066	FINAL PAY NO 5 HYLAND DR - LOCAL STS	4,500.00
PLEUNE SERVICE COMPANY INC.	00741	REPLACE FAN CYCLE SWITCH - CITY HALL	18.00
AUTOMATED BUSINESS EQUIPMENT	00027	SERV POSTAGE MACHINE - GEN	197.50
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	745.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL SUPPLY CO.	00324	BLUE WATER FLAGS - WATER	54.00
POWER LINE SUPPLY COMPANY	00389	FR SWEATSHIRTS - ELECTRIC	194.00
ETNA SUPPLY COMPANY	00146	PARTS FOR BOOSTER PUMP REPAIR - WW	82.20
ETNA SUPPLY COMPANY	00146	PARTS FOR BOOSTER PUMP REPAIR - WW	106.00
ETNA SUPPLY COMPANY	00146	PARTS FOR BOOSTER PUMP REPAIR - WW	6.10
ETNA SUPPLY COMPANY	00146	BRW JERSEY GLOVES - WW	32.88
NORTH CENTRAL LABORATORIES	00959	STIR SHAFT, VIEWING TUBES - WW	78.71
MWEA OFFICE	01347	MEMBERSHIP DUES 12/20 KRIZOV - WW	75.00
GRAINGER	00172	WEATHER PROOF COVER FOR OUTLET - WW	3.41
EUROFINS EATON ANALYTICAL INC.	02428	WATER SAMPLING - WATER	345.00
NYE UNIFORM CO.	00338	UNIFORM BELT, GOGGINS - POLICE	22.50
WEST MI CRIMINAL JUSTICE TRAINING MISC		FALL 2019 DIST PAYMENT - POLICE	187.85
STAR THOMAS	01654	LOCKER, CAT FOOD, TRUNK/TREAT CANDY - POLICE	339.36
CULLIGAN	02130	WATER X3 - POLICE	16.50
PLEUNE SERVICE COMPANY INC.	00741	REPLACE BURNERS IN BOTH BOILERS - CITY HALL	2,118.05
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	498.54
I.T. RIGHT	02440	NITRO PDF SOFTWARE - GEN	185.00
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	8,319.56
MANER COSTERISAN	02588	CONTRACTUAL SERVICES - GEN	624.00
PLB PLANNING GROUP LLC	02504	CONSULTING FEES - CODE	501.62
DICKINSON WRIGHT PLLC	02244	SEPT LEGAL SERVICES - GEN	684.00
BASIC	01983	MONTHLY FEES HRA - GEN	229.50
FAMILY FARM & HOME	01972	GLOVES/TAPE - CEM, PARKS	24.28
FAMILY FARM & HOME	01972	GLOVES, RETURN, SUPPLIES - PARKS, CEM	61.96
SW CONTROLS INC.	MISC	DRESSER ROOTS REV FLOW COUNTER - WW	131.00
DESHAZO LLC	MISC	INSPECT/CERTIFY HOIST & CHAINFALLS - WW	250.00
FAMILY FARM & HOME	01972	SAFETY JACKET FOR KRIZOV - WW	69.99
MUNICIPAL SUPPLY CO.	00324	YELLOW SAFETY JACKET - ELECTRIC	68.00
MANER COSTERISAN	02588	PROGRESS BILLING THROUGH 9/30 - VAR DEPTS	9,023.00
NATIONAL HIGHWAY MAINTENANCE SYSTEMS	02606	CRACK SEALER - MAJ, LOC STS	2,412.50
MOYER CONSTRUCTION	00316	ADA APPROACH PASG - COMM PROMO	3,342.00

Date: 10/31/19

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MMLWCF	MISC	AUDITED WORK COMP PREMIUM 7/1/18-7/1/19 - VAR I	1,642.00
MUNICIPAL SUPPLY CO.	00324	BLUE WATER FLAGS - WATER	54.00
Total:			\$97,022.11

**BI-WEEKLY
WAGE REPORT
November 4, 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.	10,077.51	97,021.67	3,079.59	24,681.04	13,157.10	121,702.71
ASSESSOR	985.26	10,089.83	75.37	771.88	1,060.63	10,861.71
CEMETERY	4,107.56	43,576.74	1,661.65	10,633.60	5,769.21	54,210.34
POLICE	14,411.39	143,250.53	3,832.17	32,355.00	18,243.56	175,605.53
CODE ENFORCEMENT	1,470.33	7,530.58	260.31	1,555.76	1,730.64	9,086.34
PARKS	2,611.74	35,796.48	509.36	4,823.65	3,121.10	40,620.13
INCOME TAX	2,040.80	20,296.86	800.09	6,941.87	2,840.89	27,238.73
MAJOR STREETS	4,014.68	36,046.76	2,824.82	15,164.16	6,839.50	51,210.92
LOCAL STREETS	2,619.83	30,202.18	1,839.09	12,627.22	4,458.92	42,829.40
RECREATION	281.94	12,915.25	89.18	2,196.16	371.12	15,111.41
AMBULANCE	15,456.56	129,341.45	2,842.94	24,933.80	18,299.50	154,275.25
DDA	2,284.15	25,129.01	442.92	4,126.93	2,727.07	29,255.94
ELECTRIC	18,748.48	178,383.34	6,465.10	47,497.59	25,213.58	225,880.93
WASTEWATER	7,782.64	67,931.53	2,813.49	18,637.63	10,596.13	86,569.16
WATER	6,370.70	54,797.41	2,342.30	17,884.21	8,713.00	72,681.62
MOTOR POOL	1,164.98	16,215.73	654.38	5,129.55	1,819.36	21,345.28
TOTALS:	94,428.55	908,525.35	30,532.76	229,960.05	124,961.31	1,138,485.40

**BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 10/31/2019
MEETING DATE 11/04/2019**

Fund	Description	Beginning Balance 10/18/2019	Total Cash in	Total Cash out	Cash Balance 10/31/2019	Time Certificates	Ending Balance 10/31/2019
101	GENERAL FUND	1,892,520.34	137,100.60	(111,055.15)	1,918,565.79	235,000.00	2,153,565.79
105	INCOME TAX FUND	81,805.47	58,309.18	(61,192.88)	78,921.77	10,000.00	88,921.77
150	CEMETERY PERPETUAL CARE FUND	55,247.51	-	-	55,247.51		55,247.51
202	MAJOR STREETS FUND	350,801.74	7,435.52	(41,354.38)	316,882.88		316,882.88
203	LOCAL STREETS FUND	289,388.52	5,976.57	(27,626.19)	267,738.90		267,738.90
208	RECREATION FUND	10,576.73	3,039.90	(1,562.33)	12,054.30		12,054.30
210	AMBULANCE FUND	22,133.85	31,866.05	(31,088.18)	22,911.72		22,911.72
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	559,660.75	48,686.73	(18,410.63)	589,936.85		589,936.85
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	248,597.94	-	-	248,597.94		248,597.94
520	REFUSE SERVICE FUND	15,709.88	7,237.49	(12,599.92)	10,347.45		10,347.45
582	ELECTRIC FUND	1,045,087.73	195,992.19	(152,403.68)	1,088,676.24	530,000.00	1,618,676.24
590	WASTEWATER FUND	(158,635.65)	91,576.97	(59,078.16)	(126,136.84)		(126,136.84)
591	WATER FUND	54,904.42	38,358.01	(30,614.47)	62,647.96	420,000.00	469,856.55
661	MOTOR POOL FUND	70,688.33	12,608.71	(9,497.59)	73,799.45		73,799.45
703	CURRENT TAX FUND	7,445.28	3,560.60	-	11,005.88		11,005.88
	TOTAL - ALL FUNDS	4,549,295.09	641,748.52	(556,483.56)	4,634,560.05	1,195,000.00	5,816,768.64
					ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
					ELECTRIC - MPPA MUNICIPAL TRUST	159,983.01	159,983.01
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	964,097.80	964,097.80
					ELECTRIC-PRIN & INT ESCROW	149,669.36	149,669.36
					WASTEWATER DEBT ESCROW	321,149.20	321,149.20
					WASTEWATER REPAIR ESCROW	118,903.92	118,903.92
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	12,791.41	12,791.41
							8,243,865.11

*Customer Deposit Breakdown
 Electric 128,000.00
 Wastewater 21,000.00
 Water 21,000.00
170,000.00

2019 MERIT AWARD
FULLTIME EMPLOYEE BREAKDOWN

EMPLOYEE NAME	DEPARTMENT	2019 MERIT AWARD
CAMPBELL, JOSHUA	AMBULANCE	\$250.00
GENSTERBLUM, PHIL	AMBULANCE	\$250.00
BERRY, JOHN	AMBULANCE	\$250.00
WALTERSDORF, ZACH	AMBULANCE	\$250.00
HONSOWITZ, RYAN	CEMETERY	\$250.00
GORMAN, TUTT	CITY MANAGER	\$250.00
CONNER-WELLMAN, TINA	DDA	\$250.00
HONSOWITZ, SCOTT	ELECTRIC	\$250.00
HYLAND, MIKE	ELECTRIC	\$250.00
WERNET, PAUL	ELECTRIC	\$250.00
SCHEURER, SHANE	ELECTRIC	\$250.00
TEACHOUT, CHRIS	ELECTRIC	\$250.00
BROWN, BARB	GENERAL	\$250.00
MILLER, NIKKI	GENERAL	\$250.00
TOLAN, MELINDA	GENERAL	\$250.00
MEYERS, TAMMY	GENERAL	\$250.00
BAUM, ANGIE	INCOME TAX	\$250.00
BARNES, GREG	LOCAL STREETS	\$250.00
CHAPMAN, NOLAN	MAJOR STREETS	\$250.00
GENSTERBLUM, KEN	MOTOR POOL	\$250.00
PULLING, STEPHEN	MOTOR POOL	\$250.00
GOGGINS, THOMAS	POLICE	\$250.00
GROENHOF, TIM	POLICE	\$250.00
LISTERMAN, BRENT	POLICE	\$250.00
SMITH, JASON	POLICE	\$250.00
KAUFMANN, JEREMY	POLICE	\$250.00
THOMAS, STAR	POLICE	\$250.00
BROWN, NEIL	PARKS & CEMETERY	\$250.00
VACANT	RECREATION	\$0.00
KRIZOV, TIM	WASTEWATER	\$250.00
SMITH, ANTHONY	WASTEWATER	\$250.00
SMITH, ROD	WATER	\$250.00
TOTAL:		\$7,750.00

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

Held on Monday, September 23, 2019
In Council Chambers at City Hall

Members Present: Gorman, Grimminck, Madarang, Briggs, Williamson, Abel

Members Absent: Barnes, Antaya

Staff: DDA Director ConnerWellman

Guests: None

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

There was no public comment.

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

Motion by Abel, supported by Madarang, to approve the minutes of the August 26, 2019 meeting as presented.
All in favor. Adopted.

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

Under Team Reports, there was no report from the Organization & Finance Team.

Member Williamson stated that Promotions & Marketing Team has also been working on budget planning.

Chair Grimminck reported the Business Enhancement Team will be creating a training site where articles and information will be posted rather than holding workshops.

Under the Design Team Report, Member Briggs stated the historic sign was dedicated on Saturday, September 21, 2019. They are also seeking bids for lighting of the Opera Block. They will also be looking at implementing the property maintenance code.

Under Old Business, Director ConnerWellman presented the revenue-expense summary for the 2019 Beerfest. Despite lower than normal ticket sales, the budgeted revenue of \$12,500.00 was met.

Director ConnerWellman noted that strategic planning for a potential splash pad, the TIF Plan, a resident advisory group will be held on October 10, 2019 from 2:30 – 5:00 P.M. on the 2nd floor of City Hall.

Director ConnerWellman noted that a check in the amount of \$9,511.15 for façade improvements to Bootu Partners at 220 Kent St. should be made as they have completed their project.

Motion by Williamson, supported by Abel, to approve reimbursement in the amount of \$9,511.15 to Bootu Partners for façade improvements.
All in favor. Adopted.

Under New Business, Director ConnerWellman presented the amended budget for Fiscal Year 2019-2020 to move unexpended funds from the Fiscal Year 2018-2019 budget into the current year.

Member Williamson stated the Promotions & Marketing Team supports the amended budget moving the following funds from the Fiscal Year 2018-2019 Budget to the Fiscal Year 2019-2020 Budget; \$20,000 from the Façade Budget, \$15,000 from the Capital Outlay Budget, and \$9,500 from the Fund Balance to Contractual Services.

Motion by Williamson, supported by Madarang, to approve the amended budget as proposed.
All in favor. Adopted.

Director ConnerWellman stated that per TIF requirements a second public update meeting must be held. She suggested holding the meeting after the next DDA meeting on Monday, October 28, 2019 at 7:30 P.M. The DDA meeting would be held at 6:30 P.M. rather than 7:00 P.M. Notices will be distributed.

Motion by Williamson, supported by Abel, to schedule the meetings as suggested by Director ConnerWellman.
All in favor. Adopted.

Director ConnerWellman stated that she will meet with the SBDC (Small Business Development Center) in Grand Rapids on Wednesday, September 25, 2019.

Under the Director Report, Director ConnerWellman provided updates on business and property in the DDA District along with other projects, recent activities, and community events.

Director ConnerWellman stated that she is working closely with the City on 2-hour parking enforcement, relocation of trash and recycling receptacles, and awareness and enforcement of the International Property Maintenance Code in the interest of improving standards for property owners and potential investors. The DDA is requesting bids for painting of the boardwalk railings and electrical work for synchronized lighting of the Opera Block during specific hours. The DDA will also be focusing on consideration of construction of a splash pad.

Director ConnerWellman thanked all of those involved with the successful Sesquicentennial celebration held over the weekend.

There were no Board Member comments.

City Manager Gorman thanked Director ConnerWellman for the excellent job in spearheading the Sesquicentennial celebration.

Motion by Williamson, supported by Madarang, to adjourn the meeting at 7:34 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary



Date: October 28, 2019

REPORT OF FUNDS IN DDA AS OF: October 18, 2019

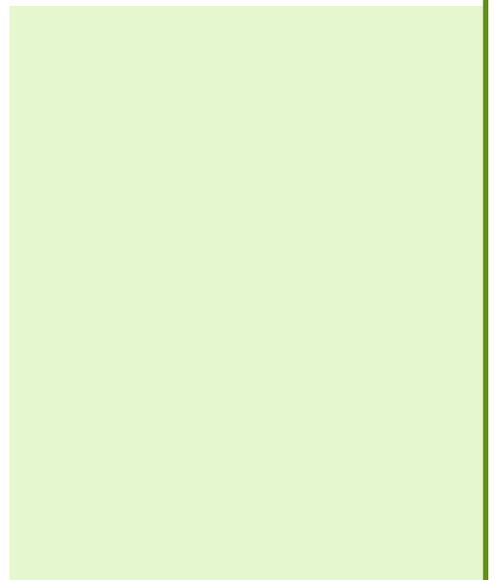
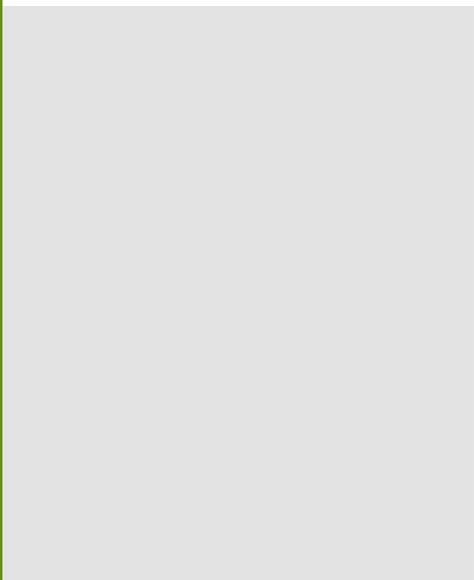
		<u>AMOUNTS</u>
<u>PRINCIPAL & INTEREST ACCOUNT</u>		
PREVIOUS BALANCE:	<u>9/17/2019</u>	<u>\$ 501.77</u>
NEW BALANCE:	<u>10/18/2019</u>	<u>\$ 501.77</u>
 <u>PRIME ACCOUNT</u>		
PREVIOUS BALANCE:	<u>8/30/2019</u>	<u>\$ 2,870.71</u>
DEPOSITS:		<u>\$ 1,659.75</u>
Due to customers:		<u>\$ (485.25)</u>
NEW BALANCE:	<u>9/30/2019</u>	<u>\$ 4,045.21</u>
 <u>REGULAR ACCOUNT</u>		
PREVIOUS BALANCE:	<u>9/17/2019</u>	<u>\$ 324,693.21</u>
INTEREST EARNED:		<u>\$ 16.63</u>
DEPOSITS:		
Sesquicentennial F2T:		<u>\$ 3,075.00</u>
Beerfest		<u>\$ 764.00</u>
Sesquicentennial Vendor:		<u>\$ 125.00</u>
Summer Property Tax Capture:		<u>\$ 229,030.07</u>
Sesquicentennial revenues:		<u>\$ 1,273.00</u>
Sesquicentennial Sponsorship:		<u>\$ 278.00</u>
 CHECKS WRITTEN:		
Ck No.	Payee:	<u>AMOUNTS</u>
2027	void check	\$ (100.00)
2039	BMH Ventures, 50% of Sign work	\$ 287.29
2040	City of Portland, cc charges, phone reimbursements	\$ 2,425.67
2041	Dana Hengesbach, Mileage Reimb. For 150 supplies	\$ 27.84
2042	Friends of the Red Mill, 150 Promotions Community Days	\$ 100.00
2043	Hometown Decoration & Display LLC, Holiday fest decorations	\$ 6,156.00
2044	Mike Judd, Sesquicentennial payments	\$ 350.00
2045	Moyer Construction, Sidewalk work Bridge Street	\$ 2,260.00
2046	Printing Essentials, Booklets, flyers, business cards	\$ 969.56
2047	Tina Conner-Wellman, Mileage Reimb., phone reimb., mums	\$ 158.56
2048	Wagon Wheel, Sesquicentennial food F2T	\$ 565.19
 TOTAL CHECKS		<u>\$ (13,200.11)</u>
TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 09/18/2019 - 10/18/19		<u>\$ (5,588.20)</u>
TOTAL EXPENSES:		<u>\$ (18,788.31)</u>
NEW BALANCE:	<u>10/18/2019</u>	<u>\$ 540,466.60</u>

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



The City of Portland Operations & Maintenance Report

September 2019





October 30, 2019

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

RE: September 2019 Monthly Operations and Maintenance Report

Dear Mr. Gorman:

Attached is our Monthly Operation & Maintenance Report for the operation of the Wastewater Treatment Plant for the month of September 2019.

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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DAILY FLOW SUMMARY	5

APPENDIX “A” MONTHLY OPERATING REPORT

APPENDIX “B” BUIST ELECTRIC PROPOSAL

APPENDIX “C” SEPTEMBER 2019 COMPLETED WORK ORDERS

APPENDIX “D” After Painting Pictures Of The Laboratory

ADMINISTRATIVE REPORT

ADMINISTRATIVE

The September 2019 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on October 7, 2019. The wastewater treatment plant (WWTP) had no exceedances of the National Pollutant Discharge Elimination System (NPDES) Permit during the month of September 2019. The average influent flow was 342,000 gallons per day. The daily maximum influent flow was 386,000 gallons, which occurred on September 29, 2019. The Monthly Operating Report (MOR) is located in [Appendix A](#).

The two (2) recirculation pumps for the primary digester have exceeded their useful life span twice over and need to be replaced. We are having ongoing issues with keeping them primed, affecting the operational efficiency of the digester, which could lead to the biosolids being required to be landfilled instead of being land applied. The thickening and landfilling of biosolids is substantially more costly than land application. These are the same pumps for which EGLE required submittal of a corrective action plan in case either pump was rendered inoperable.

FVOP recommends that the Residual Management Plan (RMP) for biosolids be updated to include other means of meeting the Class B biosolids requirements instead of the minimum thirty-eight (38) percent volatile reduction. This would be an out of scope item and we can provide a proposal for the updating of the RMP should the City request this.

ACTION ITEMS

- Currently the City of Portland WWTP is required to land apply biosolids three (3) times per year due to biosolids storage capacity limitations. This frequency of land application does not coincide with normal agricultural spring and fall planting cycles, and there are recurring issues with farm field and land application contractor availability. A biosolids storage capacity study should be performed to address this issue.
- The influent fine screen rake that was repaired by staff in July 2019 has failed again. The influent screen protects the WWTP pumps and equipment from rags and other large debris in the raw sewage. The original damage occurred during the February 2019 ice jam. It is recommended that the fine screen be thoroughly inspected by a manufacturer's representative to assess the extent of the damage.
- It is recommended that a qualified electrical contractor perform annual cleaning and inspection of each individual motor control center (MCC) cabinet as well as infrared testing of electrical components including variable frequency drives (VFDs). These preventive maintenance procedures may extend the useful life of electrical items by detecting issues early. Please see [Appendix B](#) for a proposal from Buist Electric.

WASTEWATER MAINTENANCE

Maintenance was completed during the period in accordance with the City's existing computerized maintenance management system (CMMS) as well as the portion of the updated CMMS that FVOP began implementing using Antero Allmax software. The completed September 2019 work orders are located in [Appendix C](#).

- On September 9, 2019 Pluene was on site to perform the annual CSD-1 inspection the heat exchanger on the primary digester. They also performed the annual inspection of the Makeup Air Unit #1 (MUA-1) on the Headworks Building.
- On September 12, 2019 HydroDynamics was on site to reinstall and perform start up diagnostics on Raw Sewage Pump #1.

- On September 20, 2019 Nutri-Gro was on site to land apply the biosolids. A total of 153,000 gallons of biosolids were land applied to local agricultural land using subsurface injection equipment.
- Staff painted the laboratory and built shelving to improve the aesthetics and storage area in the laboratory. Pictures of the laboratory after the painting was completed are located in **Appendix D**.

OPERATIONS

City and FVOP staff have noticed a reduction in the polymer usage that is used to thicken the waste activated sludge (WAS) since the booster pump for the Drum Thickener was rendered inoperable. FVOP is requisitioning proposals to install a hand-off-auto (HOA) switch to allow staff to run the thickener without the booster pump being on. Staff would still be able to utilize the booster pump as needed to properly clean the sieve drum on the thickener by utilizing the HOA switch. The expected reduction in polymer usage will reduce the cost of thickening the WAS allowing funds to be utilized on other WWTP needs.

- On September 28, 2019 FVOP submitted the renewal application for the City's NPDES Permit to EGLE for review.

SAFETY TRAINING

The following safety training was completed during September 2019:

- Using Conveyors Safely
- Hazards Of Confined Spaces
- Confined Space Permit Requirements
- Lockout/ Tag out
- Employees Roles In Confined Spaces

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during September 2019:

- We received a sewer complaint call from a resident on Union Street who reported sewage backing up in their basement. Staff inspected the sewer main between Manhole A-105 and Manhole A-106; the sewage was flowing normally and was not backed up in the manholes. Staff then proceeded to contact the resident to inform them that the issue appears to be in the lateral and to recommend the resident have the lateral cleaned from inside the residence to the City main, but the resident didn't answer the door.
- Approximately 3,390 feet of sanitary sewer main was cleaned during the period.
- Thirty-five (35) Miss Digs were completed during the period.

EMERGENCY ALARM CALL- OUTS

We received no after-hours alarm call out during September 2019.

OPERATIONAL AND MAINTENANCE EXPENSES

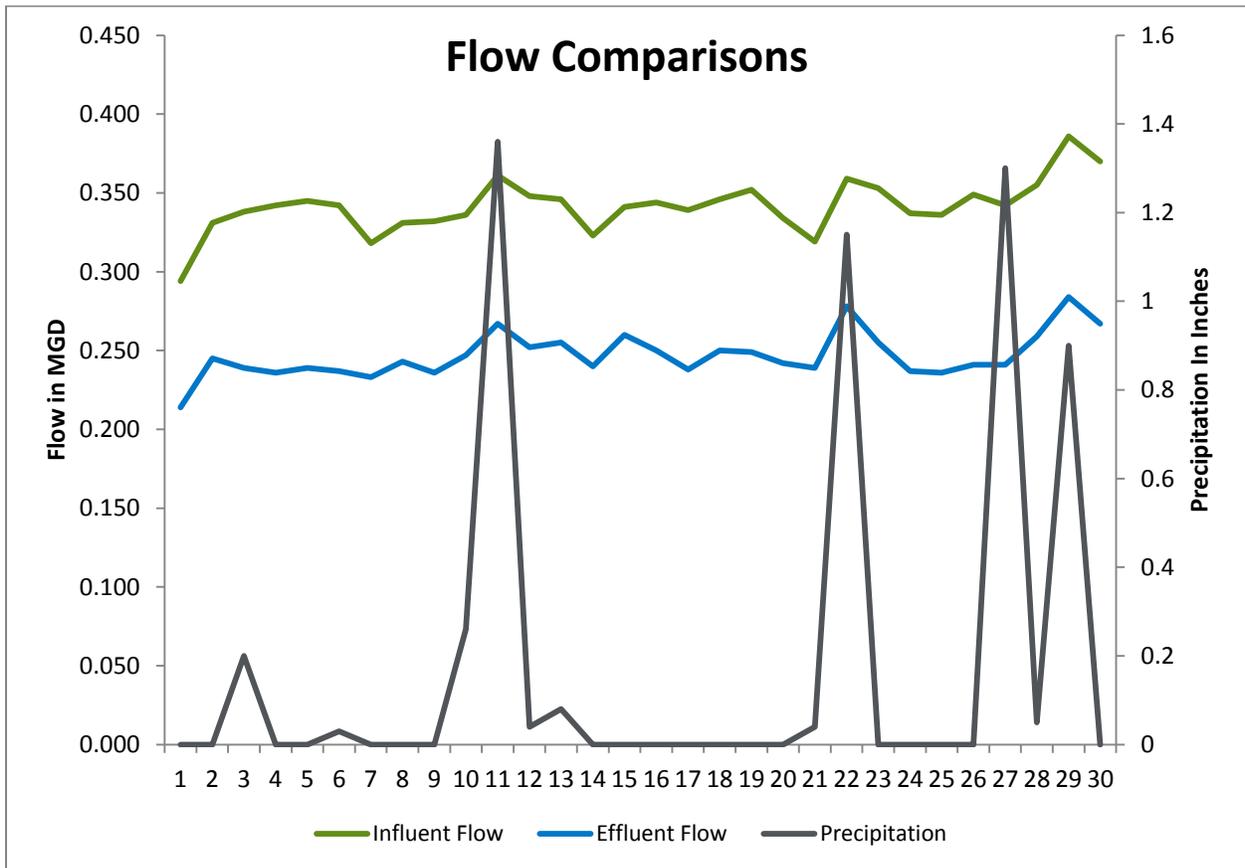
The following expenses were incurred during the month of September 2019:

Operational & Maintenance Expenses for 2019- 2020 Fiscal Year

Date	Vendor	Item	Cost
9/24/2019	NCL	Nitrile Gloves	\$191.64
9/12/2019	Toms Food Center	Distilled Water for Laboratory	\$25.74
9/30/2019	EGLE WRD	Permit Renewal Fee	\$75.00
9/20/2019	Nutri Gro	Land Application of Biosolids 153,000 gallons	\$13,380.00
9/13/2019	Tom's Food Center	Fasteners for Cabinets	\$4.57
9/17/2019	Tom's Food Center	Paint & Paint Supplies For Laboratory	\$94.61
9/25/2019	Tom's Food Center	Paint & Paint Supplies For Laboratory	\$17.97
9/30/2019	Tom's Food Center	Brackets For Shelving	\$6.29
9/6/2019	USA Bluebook	Repair Parts for Booster Pump	\$781.68
9/10/2019	Municipal Supply	SCH 80 PVC Parts	\$116.45
9/23/2019	Etna Supply	SCH 80 PVC Parts	\$146.10
9/17/2019	Pleune HVAC	CSD-1 Inspection	\$400.00
9/30/2019	HydroDynamics, Inc.	Rebuild of Raw Pump #1	\$4,196.34
Total Monthly Expenses			\$11,998.01
Year to Date Expenses			\$39,383.52

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 September 2019. The average influent flow during the period was 342,000 gallons per day and the average effluent flow during the period was 247,000 gallons per day. We had eleven (11) days of precipitation which totaled 5.41 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX "A"



September 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.				Rem.			cts/100 ml	7-day	mg/l	lbs/day		
	Avg		Avg			Avg		Avg									GEO					
1																						
2																						
3	2.5		5.0		99	5.2		10.4		98	2.0	1.100	2.2	84	7.0	5.3	93					
4	2.3		4.5		99	4.0		7.9		99	2.0	0.840	1.7	88	7.2	5.2	105		0.28	0.7		
5	2.7		5.4		99	8.8		17.5		97	2.8	0.820	1.6	87	7.2	5.4	107					
6																						
7		2.5		5.0			6.0		11.9									101				
8		2.5		5.0			6.0		11.9									101				
9		2.5		5.0			6.0		11.9									101				
10	3.5	2.8	7.2	5.7	99	2.8	5.2	5.8	10.4	98	1.6	0.840	1.7	84	7.3	5.8	117	110				
11	3.3	3.2	7.3	6.6	99	3.2	4.9	7.1	10.1	99	2.0	0.710	1.6	86	7.0	5.5	204	137				
12	3.1	3.3	6.5	7.0	99	6.0	4.0	12.6	8.5	97	4.4	0.590	1.2	90	7	5.6	192	166	0.46	1.1		
13		3.3		7.0			4.0		8.5									166				
14		3.3		7.0			4.0		8.5									166				
15		3.3		7.0			4.0		8.5									166				
16		3.3		7.0			4.0		8.5									166				
17	2.6	3.0	5.2	6.3	99	3.2	4.1	6.4	8.7	99	1.0	0.970	1.9	84	7.4	5.5	78	145				
18	2.3	2.7	4.8	5.5	99	10.4	6.5	21.7	13.5	97	10.0	0.750	1.6	87	7.4	5.9	107	117				
19	2.6	2.5	5.4	5.1	99	10.0	7.9	20.8	16.3	97	7.8	0.660	1.4	88	7.2	6.0	224	123	0.51	1.3		
20		2.5		5.1			7.9		16.3									123				
21		2.5		5.1			7.9		16.3									123				
22		2.5		5.1			7.9		16.3									123				
23		2.5		5.1			7.9		16.3									123				
24	2.7	2.5	5.3	5.2	99	3.6	8.0	7.1	16.5	98	2.0	1.250	2.5	84	7.2	5.5	99	133				
25	2.2	2.5	4.3	5.0	99	5.6	6.4	11.0	13.0	98	4.0	1.000	2.0	86	7.0	5.7	104	132				
26	2.5	2.5	5.0	4.9	99	8.4	5.9	16.9	11.7	97	3.6	0.820	1.6	87	7.3	5.1	114	105	0.13	0.3		
27		2.5		4.9			5.9		11.7									105				
28		2.5		4.9			5.9		11.7									105				
29		2.5		4.9			5.9		11.7									105				
30		2.5		4.9			5.9		11.7									105				
M/M																						
TL																						
GA																						
ME	2.7		5.5		99	5.9		12.1		98	3.6	0.86	1.7	86		5.5	121.7		0.3	0.8		
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

September 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	7.4	15.9		2660		22	83	3.1	1.44	0.3556		8.40	249	0.290
2	24	6.9	11.7		2854		24	84	3.1	1.44	0.3923		11.10	363	0.288
3	24	6.5	4.6	0.37	3039	2132	25	82	2.0	1.44	0.5729	0.3558	20.55	982	0.320
4	24	6.5	5.5	0.26	3069	2174	25	81	3.4	1.44	0.4643	0.2777	21.40	829	0.320
5	24	6.4	4.5	0.25	2940	2147	24	82	3.1	1.44	0.5325	0.3813	21.89	972	0.331
6	24	6.4	4.9		2898		25	86	3.2	1.44	0.4468		23.86	889	0.333
7	24	6.6	11.7		2884		25	87	3.3	1.44	0.4495		9.81	368	0.328
8	24	6.8	17.6		3284		25	76	3.7	1.44	0.3813		8.78	279	0.303
9	24	6.6	5.7		3163		30	95	4.1	1.44	0.5912		16.83	830	0.321
10	24	6.5	4.4	0.25	2913	2117	29	99	2.3	1.44	0.6824	0.5347	17.57	1000	0.327
11	24	6.2	2.8	0.30	2954	2415	26	88	3.1	1.44	0.9575	0.7423	20.00	1597	0.328
12	24	6.2	4.6	0.35	2528	1747	28	111	3.8	1.44	0.4852	0.3446	20.31	822	0.346
13	24	6.3	4.8		2487		26	104	3.5	1.44	0.4446		21.00	779	0.337
14	24	6.5	11.4		2400		27	112	3.3	1.44	0.4484		8.40	314	0.337
15	24	6.6	9.2		2609		27	104	4.0	1.44	0.6039		8.40	423	0.311
16	24	6.4	5.3		2999		29	97	3.4	1.44	0.5085		20.00	848	0.330
17	24	6.4	4.9	0.29	2542	1808	27	106	2.8	1.44	0.4683	0.3410	20.03	782	0.333
18	24	6.4	4.9	0.26	2672	1861	27	101	3.1	1.44	0.5410	0.3943	18.04	814	0.328
19	24	6.3	4.7	0.40	2416	1731	26	108	3.4	1.44	0.3946	0.2519	23.35	768	0.335
20	24	6.4	7.5		2258		24	106	3.1	1.44	0.3880		13.94	451	0.338
21	24	6.6	8.6		2533		25	99	3.1	1.44	0.6253		8.39	438	0.327
22	24	6.4	14.2		2576		26	101	3.3	1.44	0.3856		8.40	270	0.312
23	24	6.2	4.0		2663		25	94	4.5	1.44	0.6640		17.96	995	0.340
24	24	6.4	5.1	0.35	2700	1960	24	89	1.6	1.44	0.4985	0.3299	19.00	790	0.336
25	24	6.5	3.6	0.36	2746	2018	23	84	4.0	1.44	0.7248	0.5104	18.80	1136	0.323
26	24	6.4	3.4	0.25	2489	2131	21	84	4.8	1.44	0.6767	0.3079	19.38	1094	0.326
27	24	6.3	8.0		2556		22	86	2.7	1.44	0.3227		17.75	478	0.336
28	24	6.3	9.7		2324		19	82	2.0	1.44	0.5077		8.43	357	0.330
29	24	5.9	14.2		2548		20	78	1.6	1.44	0.3714		8.65	268	0.339
30	24	6.0	3.7		2798		20	72	3.8	1.44	0.7475		17.99	1122	0.340
TL													478.40	21305	9.793
ME	24	6.4	7.4	0.31	2717	2020	25	92	3.2	1.44	0.5211	0.3977	15.95	687	0.326
	REMARKS:														

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

September 2019

MISCELLANEOUS DATA

DAY	OUTFALL	GRIT	NAT.	ELECT.	ELECT.	ELECT.	ELECT	FERROUS	Polymer
	OBSERVATION		GAS	WWTP	Riverside	Canal	Cutler	CHLORIDE	Sludge
					Lift Stat.	Lift Stat.	Lift Stat.		Thickener
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	lbs
SF				1					
1			8	128				20	5.0
2			8	144				20	7.0
3	yes		8	144			50	20	18.0
4	yes		8	144	17	12		29	17.0
5	yes		7	120			70	29	17.0
6			9	160				29	18.0
7			8	128				21	6.0
8			11	128				21	7.0
9			14	144	44	24		21	11.0
10	yes	54.0	10	128				29	11.0
11	yes		6	136			68	29	14.0
12	yes		7	120				29	12.0
13			8	136				21	14.0
14			6	120				21	4.0
15			8	140	46	32		21	4.0
16			8	128				21	13.0
17	yes		10	136				21	18.0
18	yes		9	136				30	14.0
19	yes		7	128				30	18.0
20		40.5	9	136				12	4.0
21			2	128				12	4.0
22			5	136				12	5.0
23			6	128	52	35		12	17.0
24	yes		5	136				12	15.0
25	yes		6	120	25	18		22	10.0
26	yes		6	136	9	4	141	24	19.0
27			6	128	27	15		24	16.0
28			7	120				13	5.0
29			7	128				13	5.0
30		27.0	6	128			33	13	13.0
TL		121.5	225.0	3972	220	140	362	631	341.0
ME		40.5	8	132	31	20	72	21	11.4
	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

September 2019

DIGESTER BIOSOLIDS

SF DAY	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	
1	419												10	
2	511												14	
3	1550	6	68	0.03	7.0	22.5	29.2	7.0	1.6	62	0.16	23	17	
4	1769												15	
5	1586	7.6	71	0.05	7.0	23.0	29.0	7.2	0.8	54	0.14	52	19	
6	1969												17	
7	784												25	
8	438												16	
9	857												18	
10	1349	5.4	73	0.03	7.1	23.2	29.3	7.1	1.3	62	0.04	40	15	
11	1550												32	
12	1623	6.7	73	0.04	7.0	20.8	28.8	7.1	1.4	63	0.1	37	22	
13	2115												21	
14	547												23	
15	656												22	
16	1860												24	
17	3136	6.9	74	0.09	7.0	20.9	29.4	7.2	1.3	61	0.05	45	19	
18	1659												20	
19	1823	5.8	72	0.04	6.9	21.7	29.1	7.1	1	58	0.05	46	18	
20	802												16	
21	328												20	
22	365												15	
23	1240												23	
24	1276	7.4	72	0.04	7.0	21.5	29.4	7.0	1.3	59	0.12	44	29	
25	1185												19	
26	1313												19	
27	1021	6.8	71	0.03	7.0	22.9	29.7	6.9	1.4	59	0.05	41	23	
28	438												22	
29	511												17	
30	1313	7.4	71	0.04	6.8	19.6	29.2	7	1.1	59	0.1	41	12	
TL	35991												582	
ME	1220	6.7	72	0.04	7.0	21.8	29.2	7.1	1.2	60		41	19	
REMARKS:		Loading Rate = .02 -.10 lb/cu. ft.												

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

September 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	0							0.0					
3	2932							0.0					
4	1333							0.0					
5	4797							0.0					
6	3198							0.0					
7	1599							0.0					
8	1599							0.0					
9	3465							0.0					
10	3198							0.0					
11	4264							0.0					
12	3198							0.0					
13	3198							0.0					
14	5064							0.0					
15	3331							0.0					
16	2532							0.0					
17	4797							0.0					
18	5597							0.0					
19	5197							0.0					
20	0							0.0					
21	0							0.0	156,000			05N04W26-BR01	
22	0							0.0					
23	0							0.0					
24	0							0.0					
25	0							0.0					
26	0							0.0					
27	0							0.0					
28	0							0.0					
29	0							0.0					
30	0							0.0					
TL	59299							0.0	156000				
ME	360976												

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

APPENDIX “B”





arc flash study • infrared testing • acceptance testing • power quality analysis • transformer analysis/repair

August 19, 2019

Quotation #: **FT190197**

Chris Munson
City of Portland
259 Kent Street
Portland, MI 48875

RE: City of Portland Wastewater Treatment Plant - MCC Cleaning and Infrared Inspection
600 Morse Drive, Portland, MI 48875

Chris:

Buist Electric has reviewed the requirements of the project and will provide labor, material and equipment to complete the following:

Infrared Inspection

- Includes scan of all major electrical panels and disconnects as safe work practices allow and a report of all discrepancies and recommendations noted.
- Please see the provided sample infrared report for reference.

Total **Bid** Price: **\$995.00**

MCC Cleaning

- Cleaning and inspection of (8) MCC sections of the main MCC's.

Total **Bid** Price: **\$2,905.00**

Arc Flash Study

- Includes collection of the necessary data and creation of drawing depicting utility incoming power, main service disconnect, the generator and ATS and power to the main MCC's and smaller power distribution panels including cable sizes and estimated lengths to create a system model in SKM and provide a report and Arc Flash labels for main distribution panels.

Total **Bid** Price: **\$1,955.00**

buistelectric.com

2 - 84th Street SW
Byron Center, MI 49315
P: 616-878-3315
F: 616-878-3556

3201 Lake Street
Kalamazoo, MI 49048
P: 269-343-9191
F: 269-343-1122

FT190197 - City of Portland WWTP - MCC Cleaning and Infrared Inspection

August 19, 2019

Page 2

This quotation is firm for (30) days and will be subject to review after that time. Price is based on all work being performed Monday through Friday from 7:00 AM to 4:30 PM.

Thank you for the opportunity to submit this quotation. If you have any questions, please feel free to contact me directly at 616-583-5257 or email dhouseman@buistelectric.com.

Respectfully,

BUIST ELECTRIC

Dave Houseman

Dave Houseman
Project Manager

DH/jlc

APPENDIX “C”



Completed	Equipment Number	Task	WO #	Type
9/3/2019	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	353.01	Scheduled
Note	Swept and organized. need to dispose of of the old AC unit.TK			
9/3/2019	UV-100	Monthly Trojan 3000 UV Maintenance	358.01	Scheduled
Note	Hosed down; TK			
9/3/2019	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	359.01	Scheduled
Note	Drained condensation - bumped diffusers - in working order. Also hosed the aeration tanks off around the edges and the MLSS troughs.TS/TK			
9/3/2019	SB-103	Weekly Blower #3 Maintenance	360.01	Scheduled
Note	Oil level in range; filter in working order, belts check; TS/TK			
9/3/2019	SB-104	Weekly Aerzen Grit Blower Maintenance	361.01	Scheduled
Note	Oil level in range; filter in working order, belts check; TS/TK			
9/3/2019	Bathroom	Weekly Bathroom/Locker Room Housekeeping	363.01	Scheduled
Note	Swept & mopped; Cleaned toilet sink & mirror; TS/TK			
9/3/2019	AT-105	Weekly D.O Sensor Maintenance	367.01	Scheduled
Note	Unit cleaned. TK/TS			
9/3/2019	Laboratory/ Office	Laboratory Housekeeping	373.01	Scheduled
Note	Cleaned weekly by Lab guy; TS Swept & wiped down counters. TS/TK			
9/3/2019	SB-201	Weekly Composite Sampler Maintenance	376.01	Scheduled
Note	Cleaned before start-up; Temps OK; TS/TK			
9/3/2019	Tool Room	Weekly Storage Room.	382.01	Scheduled
Note	Looks good; TK			
9/3/2019	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	383.01	Scheduled
Note	Called pump alarms on 9.2.19 & 9.3.19; TK			
9/3/2019	UV-100	Weekly UV Maintenance	384.01	Scheduled
Note	Cleaned ends of racks - hosed & brushed effluent channel & weir. TS/TK			
9/4/2019	Headworks Building	Weekly Headworks Housekeeping	351.01	Scheduled
Note	Checked unit over all - is OK; Hosed floor; TS/TK			
9/4/2019	Digester Building Basement	Weekly Digester Building Housekeeping	352.01	Scheduled
Note	Lighting OK; Tools in order; swept & tidied up. TS			
9/4/2019	SA-102	Portland Monthly Emergency Lighting Checks	355.01	Scheduled
Note	All OK - tested; TK			
9/4/2019	SB-101	Weekly Aerzen Blower #1 Maintenance	364.01	Scheduled
Note	Oil level in range; filter in working order, belts check; TK			
9/4/2019	SB-102	Weekly Aerzen Blower #2 Maintenance	365.01	Scheduled
Note	Running OK; Oil level in range; filter in working order, belts check; TK			
9/4/2019	GB-101	Weekly Fine Maintenance	375.01	Scheduled
Note	Ran through cycle; all good; replace cover on grit removal. TK			
9/4/2019	Service Building 1st Floor	Service Building 1st Floor Housekeeping	377.01	Scheduled
Note	Lighting OK; swept sills & floors; boxes are out in order to pull raw pumps for servicing. TS			
9/4/2019	TB-100	Weekly Thickener Building Housekeeping	380.01	Scheduled
Note	Swept floors; TK			
9/4/2019	TB-104	Weekly Charter Thckener Maintenance	381.01	Scheduled
Note	New pump has been approved and ordered 9.6.19 CSM/TK			
9/5/2019	Aeration Tanks	Monthly Hosing of the Aeration Tanks	354.01	Scheduled
Note	Hosed the tanks and channels off. TS			
9/5/2019	AT-101	Weekly Surface Mixer Inspection & Maintenance	362.01	Scheduled
Note	Cables secure; operating as it should; no visual leaks; TS			
9/5/2019	FC-100	Weekly East & West Secondary Clarifier Maintenance	368.01	Scheduled
Note	Oil level OK; drained condensation; catwalk clear, no unusual noise. TK/TS/CSM			
9/5/2019	LB-125	Weekly Eyewash & Shower Exercise	369.01	Scheduled
Note	Works as it should; TS			

Completed	Equipment Number	Task	WO #	Type
9/5/2019	Boiler Room	Boiler Room Housekeeping	371.01	Scheduled
Note	Cleaned up cob webs - lighting good; TS			
9/5/2019	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	372.01	Scheduled
Note	safety screen on; no unusual noise or visual leaks. TS			
9/5/2019	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	378.01	Scheduled
Note	Swept; lighting good; TS			
9/5/2019	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	379.01	Scheduled
Note	Lighting good; floor sprayed down after pump removal; TS			
9/5/2019	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	370.01	Scheduled
Note	Swept & Mopped; put room in order; TS			
9/6/2019	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	366.01	Scheduled
Note	Hosed weirs, launders & baffles; TS			
9/6/2019	Laboratory QA/QC Program	Weekly Lab Analysis Checks	374.01	Scheduled
Note	Completed by Lab Guy weekly; TK/TS/CSM			
9/6/2019	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	399.01	Scheduled
Note	In order, Swept; still no word on methane meter being put back into service; TS			
9/9/2019	UV-100	Weekly UV Maintenance	413.01	Scheduled
Note	Bulbs good, cleaned ends of racks; scrubbed with washer chemical. TK/TS			
9/10/2019	Digester Building Basement	Weekly Digester Building Housekeeping	386.01	Scheduled
Note	Lighting OK; Tools in order; swept & de-webbed. TS			
9/10/2019	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	387.01	Scheduled
Note	Swept and organized. need to move prints to a better environment.TS			
9/10/2019	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	388.01	Scheduled
Note	Drained condensation - bumped diffusers - in working order. TS/CSM			
9/10/2019	AT-101	Weekly Surface Mixer Inspection & Maintenance	391.01	Scheduled
Note	Cables secure; no visual leaks; appears to be working as it should; TS			
9/10/2019	Bathroom	Weekly Bathroom/Locker Room Housekeeping	392.01	Scheduled
Note	Swept; Cleaned toilet& sink; TS			
9/10/2019	Boiler Room	Boiler Room Housekeeping	400.01	Scheduled
Note	Lighting good - Swept. TS			
9/10/2019	Laboratory QA/QC Program	Weekly Lab Analysis Checks	403.01	Scheduled
Note	Dups completed & graphed; TK			
9/10/2019	SB-201	Weekly Composite Sampler Maintenance	405.01	Scheduled
Note	Temps in range; cleaned prior to sampler start up - in W/O. TS/CSM			
9/10/2019	TB-100	Weekly Thickener Building Housekeeping	409.01	Scheduled
Note	Cleaned; scrub floors with power scrub; mopped; lighting good; booster pump bad/inoperable and is out of service; had to by-pass to run thickener. TS/TK			
9/10/2019	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	412.01	Scheduled
Note	Successfully tested the tickener alarm multiple times this week. TS/TK/CSM			
9/11/2019	GB-101	Monthly Fine Screen Maintenance	357.01	Scheduled
Note	Ran thru cycle, cleaned rake; oil level OK; TK			
9/11/2019	Headworks Building	Weekly Headworks Housekeeping	385.01	Scheduled
Note	Lighting ok; ventilation ok; MUA on standby - only seasonal use; swept & washed down floors; TS			
9/11/2019	SB-103	Weekly Blower #3 Maintenance	389.01	Scheduled
Note	Oil level in range; No unusual noises; v-belt good; filter ok; no visible leaks TS			
9/11/2019	SB-104	Weekly Aerzen Grit Blower Maintenance	390.01	Scheduled
Note	Oil level in range; No unusual noises or visible leaks;fillter & belts ok; TS			
9/11/2019	SB-101	Weekly Aerzen Blower #1 Maintenance	393.01	Scheduled
Note	Oil level in range; filter checked - OK; no noticeable leaks, belts Ok; TS			
9/11/2019	SB-102	Weekly Aerzen Blower #2 Maintenance	394.01	Scheduled
Note	Oil in range, belt - OK; no unusual noises, filter OK. TS			

Completed	Equipment Number	Task	WO #	Type
9/11/2019	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	401.01	Scheduled
Note	#2 - no prime this morning, reprimed, no unusual noises/vibrations; no visible leaks; safety screen in place. TS			
9/11/2019	GB-101	Weekly Fine Maintenance	404.01	Scheduled
Note	Discharge chute clear of debris; no unusual noises/vibrations, remove rag buildup from rake; handle misson on cover. TS			
9/11/2019	TB-104	Weekly Charter Thckener Maintenance	410.01	Scheduled
Note	Booster pump out of service; thickener greased on Mon. spray nozzles cleaned daily; Polymer bars to be cleaned as time allows/necessary. TS			
9/11/2019	Tool Room	Weekly Storage Room.	411.01	Scheduled
Note	Tool room clean & in order; TS			
9/11/2019	GB-104	Monthly Grit Auger & Classifier Maintenance	414.01	Scheduled
Note	No unusual noise; handle is missing on the rake lid/cover; greased lower bearing; no noticeable wear on auger. TS			
9/11/2019	GB-104	Weekly Grit Classifier Maintenance	415.01	Scheduled
Note	Remove scum, cover in place, no noticeable leaks. TS			
9/12/2019	Service Building 1st Floor	Service Building 1st Floor Housekeeping	406.01	Scheduled
Note	Cluttered at the moment - boxes out of the way until pump "raw" maintenance is complete. lack of storage!!! floors clean. TS			
9/12/2019	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	407.01	Scheduled
Note	Swept, lighting good - sprayed down floor after switching basket filter; TS			
9/12/2019	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	408.01	Scheduled
Note	Lighting good; sprayed down after Pump #2 removed. TS			
9/13/2019	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	395.01	Scheduled
Note	Cleaned Fri - worn. TS			
9/13/2019	FC-100	Weekly East & West Secondary Clarifier Maintenance	397.01	Scheduled
Note	Oil level OK; drained condensation; catwalk clear, no unusual noise. TS			
9/13/2019	LB-125	Weekly Eyewash & Shower Exercise	398.01	Scheduled
Note	Works as it should; TS			
9/13/2019	Laboratory/ Office	Laboratory Housekeeping	402.01	Scheduled
Note	Mopped floor, Cleaned weekly by Lab guy; TK			
9/16/2019	UV-100	Weekly UV Maintenance	449.01	Scheduled
Note	Pulled and cleaned the UV banks. Cleaned the effluent channel. Lamps are working. TS/TK			
9/16/2019	AT-105	Weekly D.O Sensor Maintenance	430.01	Scheduled
Note	Unit cleaned. TK/TS			
9/16/2019	Bathroom	Weekly Bathroom/Locker Room Housekeeping	426.01	Scheduled
Note	Swept and mopped, CM cleaned the toilet.			
9/17/2019	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	443.01	Scheduled
Note	Swept flior and lighting is ok. Hosed the floor as well after cleaning the NP strainer. TS			
9/17/2019	SB-201	Weekly Composite Sampler Maintenance	441.01	Scheduled
Note	Temperatures are good. Cleaned the interior and exterior before starting on Tuesday. TS			
9/17/2019	SB-104	Weekly Aerzen Grit Blower Maintenance	424.01	Scheduled
Note	Oil level in range; No unusual noises; v-belt good; filter ok; no visible leaks TS			
9/17/2019	SB-103	Weekly Blower #3 Maintenance	423.01	Scheduled
Note	Oil level in range; No unusual noises; v-belt good; filter ok; no visible leaks TS			
9/17/2019	FC-100	Weekly East & West Secondary Clarifier Maintenance	431.01	Scheduled
Note	Oil level OK; drained condensation; catwalk clear, no unusual noise. TS			
9/17/2019	SB-102	Weekly Aerzen Blower #2 Maintenance	428.01	Scheduled
Note	Oil in range, belt - OK; no unusual noises, filter OK. TS			
9/17/2019	SB-101	Weekly Aerzen Blower #1 Maintenance	427.01	Scheduled
Note	Oil level in range; filter checked - OK; no noticeable leaks, belts Ok; TS			
9/17/2019	AT-105	Weekly D.O Sensor Maintenance	396.01	Scheduled
Note	Unit cleaned. TK/TS			

Completed	Equipment Number	Task	WO #	Type
9/18/2019	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	448.01	Scheduled
Note	Tested with high digester alarm due to the fact that we are really full of sludge currently. TK			
9/18/2019	Tool Room	Weekly Storage Room.	447.01	Scheduled
Note	wept and room is in order. TS			
9/18/2019	TB-100	Weekly Thickener Building Housekeeping	445.01	Scheduled
Note	Swept and hosed the floor down. Lighting is ok. TS			
9/18/2019	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	444.01	Scheduled
Note	Hosed the floor, lighting is sufficient. TS			
9/18/2019	GB-101	Weekly Fine Maintenance	440.01	Scheduled
Note	Chute is clear, removed excess debris from rakes , no unusual noise or vibrations. TS			
9/18/2019	Laboratory/ Office	Laboratory Housekeeping	438.01	Scheduled
Note	Rearranging the lab cabinets, began painting the walls, swept and mopped the floor and cleaned the counters. TS/TK			
9/18/2019	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	437.01	Scheduled
Note	Tightened packing gland on #1. No unusual noise or vibrations. TS			
9/18/2019	Boiler Room	Boiler Room Housekeeping	436.01	Scheduled
Note	Lighting good - Swept. TS			
9/18/2019	GB-104	Weekly Grit Classifier Maintenance	434.01	Scheduled
Note	Remove scum, cover in place, no noticeable leak, greased lower bearing, no unusal noise or vibrations TS.			
9/18/2019	GB-104	Weekly Grit Classifier Maintenance	435.01	Scheduled
Note	Remove scum, cover in place, no noticeable leak, greased lower bearing, no unusal noise or vibrations TS.			
9/18/2019	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	433.01	Scheduled
Note	In order, Swept; still no word on methane meter being put back into service, exhaust fan is ok; TS			
9/18/2019	LB-125	Weekly Eyewash & Shower Exercise	432.01	Scheduled
Note	Works as it should; TS			
9/18/2019	AT-101	Weekly Surface Mixer Inspection & Maintenance	425.01	Scheduled
Note	Cables secure; no visual leaks; appears to be working as it should; TS			
9/18/2019	AT-101	Monthly Anoxic Surface Mixer Maintenance	419.01	Scheduled
Note	Amps in normal range, no unusal noise or vibrations, cables in good shape. TS			
9/18/2019	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	418.01	Scheduled
Note	Swept and organized. need to move prints to a better environment.TS			
9/18/2019	Digester Building Basement	Weekly Digester Building Housekeeping	417.01	Scheduled
Note	Lighting OK; Tools in order; swept & de-webbed. TS			
9/18/2019	Headworks Building	Weekly Headworks Housekeeping	416.01	Scheduled
Note	Lighting ok; ventilation ok; MUA on standby - only seasonal use; swept & washed down floors; TS			
9/19/2019	Laboratory QA/QC Program	Weekly Lab Analysis Checks	439.01	Scheduled
Note	Duplicatess completed & graphed; TS			
9/19/2019	Service Building 1st Floor	Service Building 1st Floor Housekeeping	442.01	Scheduled
Note	Lighting is ok and swept the floor. It is currently cluttered due to the raw pumps being pulled and re-built. TS			
9/20/2019	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	429.01	Scheduled
Note	Hosed weirs, baffles, launders, and inner ring.CM			
9/20/2019	TB-104	Weekly Charter Thckener Maintenance	446.01	Scheduled
Note	Sieve drum bearings were greased, the sieve drum wash cleaned with the powerwasher. Cleaned the polymer media. Still waiting on the new booster pump to arrive. TK/TS			
9/20/2019	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	422.01	Scheduled
Note	Drained condensation - bumped diffusers - in working order. TS/CSM			
9/23/2019	GB-101	Weekly Fine Maintenance	476.01	Scheduled
Note	Removed rags from screen; TK			
9/23/2019	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	484.01	Scheduled
Note	Tested with a low level influent wet well alarm.			
9/23/2019	TB-104	Weekly Charter Thckener Maintenance	482.01	Scheduled
Note	Sieve drum bearings were greased, No unusual noise or vibration, oil levels in range. Booster pump arrived on Thursday. TS			

Completed	Equipment Number	Task	WO #	Type
9/24/2019	SB-302	Monthly Influent Pump Maintenance	451.03	Scheduled
Note				
9/24/2019	Bathroom	Weekly Bathroom/Locker Room Housekeeping	463.01	Scheduled
Note		Swept & mopped on weekly basis. CSM		
9/24/2019	Laboratory/ Office	Laboratory Housekeeping	474.01	Scheduled
Note		Swept floor; CSM		
9/24/2019	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	473.01	Scheduled
Note		Done during daily plant check; TK		
9/24/2019	SB-201	Weekly Composite Sampler Maintenance	477.01	Scheduled
Note		Performed cleaning and checked out at beginning of sample cycle. TK		
9/24/2019	TB-100	Weekly Thickener Building Housekeeping	481.01	Scheduled
Note		Swept - put room in order; TK/CSM		
9/24/2019	GB-104	Weekly Grit Classifier Maintenance	471.01	Scheduled
Note		Remove scum, cover in place, no noticeable leak, greased lower bearing, no unusual noise or vibrations TS.		
9/25/2019	Headworks Building	Weekly Headworks Housekeeping	450.01	Scheduled
Note		Cleaned screen; TK		
9/25/2019	SB-301	Monthly Influent Pump Maintenance	451.02	Scheduled
Note		OOS - Out for rebuild off site; TS		
9/25/2019	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	459.01	Scheduled
Note		Purge condensation daily, sometimes 2X daily. TK/TS		
9/25/2019	SB-103	Weekly Blower #3 Maintenance	460.01	Scheduled
Note		Blower checked out ok; TK		
9/25/2019	SB-104	Weekly Aerzen Grit Blower Maintenance	461.01	Scheduled
Note		Blower checked out ok; TK		
9/25/2019	AT-101	Weekly Surface Mixer Inspection & Maintenance	462.01	Scheduled
Note		Removed rags; TK		
9/25/2019	SB-101	Weekly Aerzen Blower #1 Maintenance	464.01	Scheduled
Note		Blower checked out ok; TK		
9/25/2019	SB-102	Weekly Aerzen Blower #2 Maintenance	465.01	Scheduled
Note		Blower checked out ok; TK		
9/25/2019	LB-125	Weekly Eyewash & Shower Exercise	469.01	Scheduled
Note		Works good; TK		
9/25/2019	Tool Room	Weekly Storage Room.	483.01	Scheduled
Note		The few plant tools are organized and in place - could use more tools since there are too few to work with. TK		
9/27/2019	Boiler Room	Boiler Room Housekeeping	472.01	Scheduled
Note		Swept. CSM		
9/27/2019	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	470.01	Scheduled
Note		Swept the floor and removed cob webs. CSM		
9/27/2019	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	454.01	Scheduled
Note		Swept and organized. need to move prints to a better environment.TS		
9/27/2019	Digester Building Basement	Weekly Digester Building Housekeeping	453.01	Scheduled
Note		Swept the floor, removed cob webs from stairs. Lighting is sufficient. CSM		
9/27/2019	Laboratory QA/QC Program	Monthly QAQC Data & Analysis Checks	456.01	Scheduled
Note		The monthly QAQC analysis appear to be charted, recorded and graphed.		
9/27/2019	FC-100	Monthly East & West Secondary Clarifier Maintenance	420.01	Scheduled
Note		Greased zerks, lubricated the drive chain on each clarifier. TS/CSM		
9/27/2019	FC-100	Semi-Annual East & West Secondary Clarifier Maintenance	458.01	Scheduled
Note		Lubricated the drive chain and grease hub. TS/ CSM		
9/27/2019	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	466.01	Scheduled
Note		Hosed weirs, baffles, launders, and inner ring.CM		

Completed	Equipment Number	Task	WO #	Type
9/27/2019	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	455.01	Scheduled
Note	Greased zerks; no unusual noises; TS			
9/27/2019	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	479.01	Scheduled
Note	Vacuumed the debris from the stairs and hosed the floor off after cleaning the NP stariner. CSM			
9/27/2019	Laboratory QA/QC Program	Weekly Lab Analysis Checks	475.01	Scheduled
Note	Duplicates, and Glucose were completed & graphed; TS			
9/27/2019	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	480.01	Scheduled
Note	Hosed the floor, lighting is sufficient. TS			
9/27/2019	Service Building 1st Floor	Service Building 1st Floor Housekeeping	478.01	Scheduled
Note	Used a shop vac to removed cob webs and other debris. Also swept the floor. CSM			
9/27/2019	UV-100	Weekly UV Maintenance	485.01	Scheduled
Note	Scrubbed the rack ends, cleaned the effluent trough (weir). Lights appear to be fully functional. TS/ CSM			
9/27/2019	FC-100	Weekly East & West Secondary Clarifier Maintenance	468.01	Scheduled
Note	Oil level OK; drained condensation; catwalk clear, no unusual noise. TS			
9/27/2019	AT-105	Weekly D.O Sensor Maintenance	467.01	Scheduled
Note	Unit cleaned and appears to be operating properly.TS			
9/27/2019	DB-202	Quarterly Sediment Trap Maintenance	421.01	Scheduled
Note	No visible sediment; no visible gas leaks. TS			
9/28/2019	UV-100	Monthly Trojan 3000 UV Maintenance	491.01	Scheduled
Note	LOTO; bulbs in working order, pulled & cleaned racks with CLR; checked power connection - good; cleaned walls & channel; return to service; TS/TK			
9/30/2019	Digester Building Basement	Weekly Digester Building Housekeeping	488.01	Scheduled
Note	Tools in order; swept stairs & floors; lighting OK; TS			
9/30/2019	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	489.01	Scheduled
Note	Swept & organized; ferrous pumps in S/O; doors & windows clean; TS			
9/30/2019	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	492.01	Scheduled
Note	Bumped diffusers; drain condensate from lines. TK			
9/30/2019	SB-103	Weekly Blower #3 Maintenance	493.01	Scheduled
Note	Oil, filters & belts checked; wiped down cabinets, no visual leaks. TS			
9/30/2019	SB-104	Weekly Aerzen Grit Blower Maintenance	494.01	Scheduled
Note	Checked oil, belts & filter all OK; wiped down cabinets - no unusual noise. TS			
9/30/2019	AT-101	Weekly Surface Mixer Inspection & Maintenance	495.01	Scheduled
Note	No unusual noise or vibration; no visual leaks - support cables secure and in working order; TS			
9/30/2019	Bathroom	Weekly Bathroom/Locker Room Housekeeping	496.01	Scheduled
Note	Bathroom clean and in working order; lighting OK; shower remains unused due to condition; filled p-trap with water to keep odor to a minimum. TS			
9/30/2019	SB-101	Weekly Aerzen Blower #1 Maintenance	497.01	Scheduled
Note	Oil, filter & belts OK; wiped down cabinet - no visual leaks. TS			
9/30/2019	SB-102	Weekly Aerzen Blower #2 Maintenance	498.01	Scheduled
Note	Oil, filter & belts OK; wiped down cabinet - no unusual noise - no visual leaks. TS			
9/30/2019	AT-105	Weekly D.O Sensor Maintenance	500.01	Scheduled
Note	Unit cleaned and appears to be operating properly.TS			
9/30/2019	LB-125	Weekly Eyewash & Shower Exercise	502.01	Scheduled
Note	Eye wash & shower exercised briefly - in working order. TS			
9/30/2019	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	503.01	Scheduled
Note	Floors & walls clean, still waiting to hear on our waste gas meter. TS			
9/30/2019	Laboratory/ Office	Laboratory Housekeeping	507.01	Scheduled
Note	Swept floors; cleaned countertops after labs were completed; take out trash, lighting OK; TS			
9/30/2019	TB-100	Weekly Thickener Building Housekeeping	514.01	Scheduled
Note	Trash taken out; floors washed down - filters cleaned; lighting OK; new pump on site & awaiting installation. TK/TS			
9/30/2019	Tool Room	Weekly Storage Room.	516.01	Scheduled
Note	Paint shelving unit; tool room in order; will swap & clean again when paint is dry and project is complete. TS			

Completed	Equipment Number	Task	WO #	Type
9/30/2019	UV-100	Weekly UV Maintenance	518.01	Scheduled
Note	Cleaned & scrubbed UV channel; TK/TS/CSM			
9/30/2019	Headworks Building	Weekly Headworks Housekeeping	486.01	Scheduled
Note	Lighting & ventilation OK; MUA - seasonal; clean-up around dumpster; sprayed down floors; TS			

APPENDIX “D”





Figure 1: Picture of the Laboratory walls being painted grey with a dark grey stripe.



Figure 2: Picture of the Laboratory walls being painted grey with a dark grey stripe and note the shelving that the staff built to add more storage..



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING



LIESL EICHLER CLARK
DIRECTOR

June 24, 2019

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

Dear Mr. Gorman:

SUBJECT: 401 East Grand River Project
Brownfield Redevelopment Grant
Site ID #34000140
Location Code: 6D36
Tracking Code: 2018-1318

Thank you for submitting the final documentation required for your Brownfield Redevelopment Grant. The City of Portland has provided all deliverables associated with the 401 East Grand River Brownfield Redevelopment Grant Contract.

Consequently, the grant for the 401 East Grand River Project is now considered officially closed. The funds held in retainer for the project will be released to the City. Congratulations on the completion of a successful project, and we look forward to working with you on your future brownfield projects.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Andrea Ryswick,
Brownfield Coordinator
Brownfield Assessment and Redevelopment Section
Remediation and Redevelopment Division
616-401-0827

cc: Ms. Carrie Geyer, EGLE
Mr. Ryan Londrigan, EGLE
File #2018-1318

Portland EO Report



District: Portland

Portland Summary							
Program	Applications Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentives	% to Budget
C&I	4	107,552	63,835	59.35%	\$15,838	\$4,807	30.35%
MPPA - Custom Program - 2019	2	36,832	1,224	3.32%	\$5,533	\$95	1.72%
MPPA - Prescriptive Program - 2019	2	70,720	62,611	88.53%	\$10,305	\$4,712	45.72%
Residential	36	99,664	47,515	47.67%	\$15,960	\$7,989	50.05%
MPPA - Appliance Recycling - 2019	4	2,424	4,349	179.41%	\$563	\$200	35.52%
MPPA - High Efficiency Products and HVAC - 2019	28	5,627	23,691	421.03%	\$2,479	\$4,655	187.78%
MPPA - Residential Lighting - 2019	4	91,613	19,475	21.26%	\$12,918	\$3,134	24.26%

Program Summary

Customer	Status Date	kWh Savings	Incentive
C&I		63,834.62	\$4,807.32

Batched

City Of Portland - 773 E. Grand River Ave. (Custom PLaceholder)		0.00	\$0.00
Bootu Partners - 220 Kent St.	03/21/2019	3,349.00	\$258.68
Arby's Restaurant - 1651 E Grand River	08/23/2019	59,261.62	\$4,453.24

Work In Progress

Encompass - 180 Kent St.	04/02/2019	1,224.00	\$95.40
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Residential		47,514.79	\$7,988.67
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Batched

DENNIS GOFF - 1007 JAMES ST	02/01/2019	1,254.10	\$265.00
Diane Huhn - 100 Blossom Dr-2	02/01/2019	122.10	\$65.00
Glen Simon - 9697 Barnes Rd	02/15/2019	730.00	\$150.00
Jayne Graham - 625 Kent Street	02/15/2019	1,026.09	\$225.00
Joan Trumble - 818 Marshall Street	02/15/2019	836.41	\$165.00
JOHN BLASCHKA - 812 DETROIT STREET	02/15/2019	730.00	\$150.00

Richard Clark - 920 Green St	02/15/2019	1,254.10	\$260.00
RYAN JOHNSTON - 410 JAMES ST	02/15/2019	592.50	\$32.11
Joel Bigelow - 9304 Marsalle	02/22/2019	106.41	\$10.00
RICHARD THOLE - 214 JAMES ST (2)	02/22/2019	456.00	\$10.56
Claud Huhn - 7548 Friend Rd (3)	03/08/2019	730.00	\$150.00
Daryl B Johnson - 815 Maynard Road (#03898083)	03/08/2019	836.41	\$160.00
Linda Vanderstow - 221 S Virginia Ave	03/08/2019	836.41	\$160.00
Susie A Smith - 416 Canal St	03/21/2019	836.41	\$160.00
TAYLOR PRATT - 358 QUARTERLINE ST	04/19/2019	1,254.10	\$260.00
Nick Bengel - 9078 Briar Ridge Ct-2	04/26/2019	467.39	\$150.00
Sue VanLente - 8151 Diane Dr-2	04/26/2019	126.20	\$16.00
CONNIE MALLEK - 104 BLOSSOM DR-2	05/10/2019	84.90	\$40.00
Luke Simon - 252 Elm St	05/10/2019	944.00	\$50.00
HAILEY TENHARMSSEL - 916 RIVERSIDE DR	05/17/2019	1,132.50	\$235.00
Jim Lakin - 120 Blossom Dr	05/17/2019	1,135.00	\$50.00
Herb Mosser - 300 Donna Drive	05/31/2019	16.30	\$15.00
Tom Manting - 1037 Marshall St - 2	05/31/2019	1,132.50	\$235.00
NICKOLAS PUNG - 9069 SILVERLEAF COURT	07/12/2019	836.41	\$160.00
Monica Hatt - 275 Grape St	07/19/2019	730.00	\$150.00
Brian & Kayla Powell - 822 Kent St	08/09/2019	417.69	\$100.00
Marie Cook - 8016 Lyons Rd	08/09/2019	730.00	\$150.00
MERIKAY COCHRAN - 312 WEST STREET	08/09/2019	730.00	\$150.00
MICHAEL OUENDAG - 9293 BARNES ROAD	08/09/2019	730.00	\$150.00
Portland Light Kits May	08/14/2019	18,300.00	\$3,075.00
Larry Pohl - 6733 Riverview Lane	08/16/2019	1,026.09	\$225.00
Paul Tate - 7390 Juniper Lane	08/16/2019	1,147.69	\$250.00
JOSHUA MORGAN - 607 LYONS RD	09/06/2019	3,940.83	\$450.00
Portland August	09/10/2019	1,135.00	\$50.00
Alice Zimmerman - 321 S Grant St	09/27/2019	1,135.00	\$50.00
Kenneth Schrauben - 309 N Virginia St-2	09/27/2019	16.30	\$15.00

Component Detail

C&I

Account No. Component

Total kWh/Unit kWh Savings Incentive/Unit Incentive Qty

Batched

10-07500-1 **Arby's Restaurant - 1651 E Grand River**

Total Project Cost:

Install Complete: 8/5/2019

Cooler Strip Curtains - MPPA 2019	21	85.00	1,785.00	5	105.00
ECM Walk-In Cooler/Freezer - MPPA 2019	2	1,365.00	2,730.00	100	200.00
Exterior HID to LED - MPPA 2019	3,101	4.32	13,391.00	0.35	1,085.18
Freezer Strip Curtains - MPPA 2019	21	454.00	9,534.00	25	525.00
Garage/24 Hour HID to LED - MPPA 2019	76	8.76	666.00	0.6	45.60
Interior Linear Fluorescent - Demand Only - MPPA 2019	3,679	0.00	0.00	0	0.00
Interior Linear Fluorescent - Demand Only - MPPA 2019	540	0.00	0.00	0	0.00
Interior Linear Fluorescent - Demand Only - MPPA 2019	158	0.00	0.00	0	0.00
Interior Linear Fluorescent - Demand Only - MPPA 2019	312	0.00	0.00	0	0.00
Interior Linear Fluorescent to LED - MPPA 2019	4,730	1.00	4,730.00	0.08	378.43
Interior Linear Fluorescent to LED - MPPA 2019	1,987	1.00	1,987.00	0.08	159.00
Interior Linear Fluorescent to LED - MPPA 2019	1,004	1.00	1,004.00	0.08	80.31
Interior Linear Fluorescent to LED - MPPA 2019	23,434	1.00	23,434.00	0.08	1,874.72

01-01100-5 **Bootu Partners - 220 Kent St.**

Total Project Cost: \$2,495.00

Install Complete: 2/11/2019

Interior Linear Fluorescent - Demand Only - MPPA 2019	1,320	0.00	0.00	0	0.00
Interior Linear Fluorescent to LED - MPPA 2019	2,746	1.00	2,746.00	0.08	219.68
LED Exit Sign - MPPA 2019	3	201.00	603.00	13	39.00

Work In Progress

01-01600-8 **Encompass - 180 Kent St.**

Total Project Cost:

Install Complete: 1/1/0001

Lighting			1,224.00		95.40
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Residential

Account No. Component

Batched

05-05800-1 **Alice Zimmerman - 321 S Grant St**

Total Project Cost:

Install Complete: 8/29/2019

			Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Refrigerator Recycling - MPPA 2019	1	1,135.00	1	1,135.00	1,135.00	50	50.00

07-06150-4	Brian & Kayla Powell - 822 Kent St					
	Total Project Cost: \$10,402.95					
	Install Complete: 6/21/2019					
	Central Air Conditioner - 16 SEER - MPPA 2019	1	417.69	418.00	100	100.00
13-05000-1	Claud Huhn - 7548 Friend Rd (3)					
	Total Project Cost: \$5,097.00					
	Install Complete: 1/22/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
13-15700-1	CONNIE MALLEK - 104 BLOSSOM DR-2					
	Total Project Cost: \$2,614.48					
	Install Complete: 4/25/2019					
	ENERGY STAR Dishwasher - Elec Water Heater - MPPA 2019	1	25.00	25.00	15	15.00
	ENERGY STAR Refrigerators Freezers - Bottom Freezer - MPPA 2019	1	59.90	60.00	25	25.00
11-00500-1	Daryl B Johnson - 815 Maynard Road (#03898083)					
	Total Project Cost: \$5,188.23					
	Install Complete: 2/11/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00
04-02100-2	DENNIS GOFF - 1007 JAMES ST					
	Total Project Cost: \$7,900.00					
	Install Complete: 12/3/2018					
	Central Air Conditioner - 16 SEER - MPPA 2019	1	417.69	418.00	100	100.00
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00
	Programmable Thermostat Difference	1		0.00		5.00
13-15500-3	Diane Huhn - 100 Blossom Dr-2					
	Total Project Cost: \$2,229.30					
	Install Complete: 11/25/2018					
	ENERGY STAR Dishwasher - Elec Water Heater - MPPA 2019	1	25.00	25.00	15	15.00
	ENERGY STAR Electric Clothes Dryer - MPPA 2019	1	37.20	37.00	25	25.00
	ENERGY STAR Refrigerators Freezers - Bottom Freezer - MPPA 2019	1	59.90	60.00	25	25.00
18867100	Glen Simon - 9697 Barnes Rd					
	Total Project Cost: \$5,965.00					
	Install Complete: 1/18/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
10-02600-3	HAILEY TENHARMSSEL - 916 RIVERSIDE DR					
	Total Project Cost: \$9,595.00					
	Install Complete: 5/8/2019					
	Central Air Conditioner - 15 SEER - MPPA 2019	1	296.09	296.00	75	75.00

		High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
		Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00
08-05100-1	Herb Mosser - 300 Donna Drive						
		Total Project Cost: \$629.99					
		Install Complete: 5/10/2019					
		ENERGY STAR Dishwasher - Gas Water Heater - MPPA 2019	1	16.30	16.00	15	15.00
07-12300-1	Jayne Graham - 625 Kent Street						
		Total Project Cost: \$10,798.00					
		Install Complete: 12/21/2018					
		Central Air Conditioner - 15 SEER - MPPA 2019	1	296.09	296.00	75	75.00
		High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
13-16600-3	Jim Lakin - 120 Blossom Dr						
		Total Project Cost:					
		Install Complete: 4/24/2019					
		Refrigerator Recycling - MPPA 2019	1	1,135.00	1,135.00	50	50.00
11-16600-2	Joan Trumble - 818 Marshall Street						
		Total Project Cost: \$6,084.00					
		Install Complete: 11/28/2018					
		High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
		Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00
		Thermostat difference	1		0.00		5.00
12-08400-2	Joel Bigelow - 9304 Marsalle						
		Total Project Cost: \$450.00					
		Install Complete: 1/25/2019					
		Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00
08-09300-2	JOHN BLASCHKA - 812 DETROIT STREET						
		Total Project Cost: \$9,187.00					
		Install Complete: 11/20/2018					
		High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
09-11200-3	JOSHUA MORGAN - 607 LYONS RD						
		Total Project Cost: \$21,511.00					
		Install Complete: 8/9/2019					
		High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
		Mini-Split Heat Pump - 18 SEER - MPPA 2019	1	3,210.83	3,211.00	300	300.00
07-07600-1	Kenneth Schrauben - 309 N Virginia St-2						
		Total Project Cost: \$381.56					
		Install Complete: 9/6/2019					
		ENERGY STAR Dishwasher - Gas Water Heater - MPPA 2019	1	16.30	16.00	15	15.00

12-20700-1	Larry Pohl - 6733 Riverview Lane					
	Total Project Cost: \$11,327.00					
	Install Complete: 7/15/2019					
	Central Air Conditioner - 15 SEER - MPPA 2019	1	296.09	296.00	75	75.00
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
07-073200-2	Linda Vanderstow - 221 S Virginia Ave					
	Total Project Cost: \$5,369.00					
	Install Complete: 2/4/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00
06-02400-8	Luke Simon - 252 Elm St					
	Total Project Cost:					
	Install Complete: 4/24/2019					
	Freezer Recycling - MPPA 2019	1	944.00	944.00	50	50.00
12-20200-1	Marie Cook - 8016 Lyons Rd					
	Total Project Cost: \$9,947.00					
	Install Complete: 4/30/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
08-1140-1	MERIKAY COCHRAN - 312 WEST STREET					
	Total Project Cost: \$6,700.00					
	Install Complete: 7/10/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
12-00720-1	MICHAEL OUENDAG - 9293 BARNES ROAD					
	Total Project Cost: \$8,450.00					
	Install Complete: 7/10/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
08-07800-1	Monica Hatt - 275 Grape St					
	Total Project Cost: \$2,800.00					
	Install Complete: 6/28/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
12-01200-1	Nick Bengel - 9078 Briar Ridge Ct-2					
	Total Project Cost: \$9,800.00					
	Install Complete: 4/12/2019					
	Central Air Conditioner - 17 SEER - MPPA 2019	1	467.39	467.00	150	150.00
12-02060-1	NICKOLAS PUNG - 9069 SILVERLEAF COURT					
	Total Project Cost: \$15,724.00					
	Install Complete: 5/3/2019					
	High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA 2019	1	106.41	106.00	10	10.00

13-02770-1	Paul Tate - 7390 Juniper Lane					
	Total Project Cost: \$11,527.00					
	Install Complete: 7/15/2019					
	<i>Central Air Conditioner - 16 SEER - MPPA 2019</i>	1	417.69	418.00	100	100.00
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019</i>	1	730.00	730.00	150	150.00
	Portland Light Kits May					
	Total Project Cost:					
	Install Complete: 1/1/0001					
	<i>Lighting</i>	1		18,300.00		3,075.00
	<i>Refrigerator Recycling - MPPA 2019</i>	1	1,135.00	1,135.00	50	50.00
08-01001-1	Richard Clark - 920 Green St					
	Total Project Cost: \$9,660.00					
	Install Complete: 1/10/2019					
	<i>Central Air Conditioner - 16 SEER - MPPA 2019</i>	1	417.69	418.00	100	100.00
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA 2019</i>	1	106.41	106.00	10	10.00
03-09000-1	RICHARD THOLE - 214 JAMES ST (2)					
	Total Project Cost: \$10.56					
	Install Complete: 2/11/2019					
	<i>LED A-line 800-1099 Lumen output replacing Inc/Hal - MPPA Res Ltg 2019</i>	16	28.50	456.00	4	64.00
03-06900-2	RYAN JOHNSTON - 410 JAMES ST					
	Total Project Cost: \$32.11					
	Install Complete: 11/3/2018					
	<i>LED Candelabra <= 5W - MPPA Res Ltg 2019</i>	25	23.70	593.00	4	100.00
13-07700-1	Sue VanLente - 8151 Diane Dr-2					
	Total Project Cost: \$27.52					
	Install Complete: 10/22/2018					
	<i>LED A-line 1100-1599 Lumen output replacing Inc/Hal - MPPA Res Ltg 2019</i>	2	34.60	69.00	4	8.00
	<i>LED A-line 800-1099 Lumen output replacing Inc/Hal - MPPA Res Ltg 2019</i>	2	28.50	57.00	4	8.00
07-16700-1	Susie A Smith - 416 Canal St					
	Total Project Cost: \$3,500.00					
	Install Complete: 3/12/2019					
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA 2019</i>	1	106.41	106.00	10	10.00
09-05700-4	TAYLOR PRATT - 358 QUARTERLINE ST					
	Total Project Cost: \$13,407.77					
	Install Complete: 4/9/2019					
	<i>Central Air Conditioner - 16 SEER - MPPA 2019</i>	1	417.69	418.00	100	100.00
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019</i>	1	730.00	730.00	150	150.00

	<i>Programmable Thermostat - MPPA 2019</i>	1	106.41	106.00	10	10.00
11-15400-2	Tom Manting - 1037 Marshall St - 2					
	Total Project Cost: \$7,610.00					
	Install Complete: 5/15/2019					
	<i>Central Air Conditioner - 15 SEER - MPPA 2019</i>	1	296.09	296.00	75	75.00
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2019</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA 2019</i>	1	106.41	106.00	10	10.00

IONIA COUNTY BOARD OF COMMISSIONERS

October 22, 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. Approval of Closed Session minutes from October 8, 2019 Meeting
 - C. Approve per diem and mileage
 - D. Approve payment of General Fund payroll and accounts payable for the month of September 2019 - \$964,463.46
 - E. Approve payment of Health Fund bills – \$100,500.94
- VII. Unfinished Business**
 - A. Appointments:
 - 1. Department of Human Services – One three-year term
 - 2. Construction Board of Appeals – Five two-year terms
- VIII. New Business**
 - A. Approval of 2019 Apportionment Resolution
 - B. Request for approval of Enterprise Master Lease Agreement
 - C. PROFC17-34001 Contract for the Prosecutor’s Office
 - D. Request to fill Court Recorder Position at District Court
 - E. AAAWM Contract Amendment No. 61.54-FY19.4 – additional funding
 - F. County Board of Commissioner Four-Year Term Resolution

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) Union contract negotiations for Deputy Command

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
- Central Dispatch Board – one – three year term, expired January 2019
- Facilities Committee – one – three year term, expires January 2020

Appointments for consideration in the month of November 2019: None

Appointments for consideration in the month of December 2019:

- **Central Dispatch Board of Directors** – Four - two-year terms
- **Substance Abuse Initiative** – Four - two-year terms
- **West Michigan Regional Planning Commission** – One - one –year term
- **WMRPC Comprehensive Economic Development Strategy Committee** – One – one-year term