



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

7:00 P.M. Monday, March 16, 2020

City Council Chambers

City Hall, 259 Kent St., Portland, Michigan

<b>Estimated Time</b>		<b><u>Desired Outcome</u></b>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
7:10 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u> – None</b>	
	<b>VII. <u>Public Hearing(s)</u> – None</b>	
	<b>VIII. <u>Old Business</u> - None</b>	
	<b>IX. <u>New Business</u></b>	
7:30 PM	<b>A. Proposed Resolution 20-14 Approving the Bridge Street Realignment Project and Awarding Same to Cook Brothers Excavating, Inc.</b>	Decision
7:33 PM	<b>B. Proposed Resolution 20-15 Approving Rules for the Old Red Mill Farmers' Market</b>	Decision
7:35 PM	<b>X. <u>Consent Agenda</u></b>	Decision
	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting on March 2, 2020</b>	
	<b>B. Payment of Invoices in the Amount of \$70,031.94 and Payroll in the Amount of \$115,344.15 for a Total of \$185,376.09</b>	
	<b>C. Purchase Orders over \$5,000.00 - None</b>	
	<b>XI. <u>Communications</u></b>	
	<b>A. Zoning Board of Appeals Minutes for November 12, 2019</b>	
	<b>B. Planning Commission Minutes for December 11, 2019</b>	
	<b>C. Election Results for March 10, 2020 Presidential Primary</b>	
	<b>D. Police Department Report for February 2020</b>	
	<b>E. Water Department Report for February 2020</b>	
	<b>F. Wastewater Treatment Plant Report for January 2020</b>	
	<b>G. Ionia County Board of Commissioners Agenda for March 10, 2020</b>	
	<b>H. Ionia County Board of Commissioners Agenda for March 17, 2020</b>	
	<b>I. MPSC Notice of Hearing for Consumers Energy</b>	

**Estimated  
Time**

7:43 PM

7:45 PM

7:50 PM

7:55 PM

**XII. Other Business - None**

**XIII. City Manager Comments**

**XIV. Council Comments**

**XV. Adjournment**

**Desired  
Outcome**

Decision

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 20-14**

**A RESOLUTION APPROVING THE BRIDGE STREET  
REALIGNMENT PROJECT AND AWARDING SAME TO COOK  
BROTHERS EXCAVATING INC.**

**WHEREAS**, during the planning stages of the Safe Routes to School project, the City requested that the city engineers review the geometrics of the intersection of W. Grand River Avenue and Bridge Street for the possibility of enhancing safety; and

**WHEREAS**, the City Engineers recommend reconstructing Bridge Street to align with Quarterline Street, a copy of the memorandum is attached as Exhibit A; and

**WHEREAS**, city staff solicited bids for the construction and recommend that City Council award the bid to Cook Brothers Excavating Inc., in the amount of \$82,754.20, a copy of the quote and letter of recommendation are attached as Exhibit B; and

**WHEREAS**, additional costs include construction engineering services (\$10,000.00), sidewalk installation (\$25,000.00) and contingencies (\$9,245.80) in the amount of \$44,245.00.

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

1. The City Council approves the City Engineer's recommendation to award the Bridge Street Realignment Project to Cook Brothers Excavating Inc. in the amount of \$82,754.20 and additional costs of \$44,245.00, a copy of the quote and letter of recommendation are attached as Exhibit 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:** March 16, 2020

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

# MEMO



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**To:** **Tutt Gorman, City of Portland**

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**From:** **Jonathan W. Moxey, PE**  
**Lindsay M. Sagorski, PE**

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**CC:**

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**Date:** **September 16, 2019**

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**Re:** **Bridge Street at Grand River Avenue Realignment**

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The City of Portland requested that Fleis and VandenBrink review the geometrics at the intersection of Bridge Street and W Grand River Avenue, citing safety concerns.

Bridge Street currently intersects W. Grand River Avenue at an angle between Albro Street and Quarterline Street. Skewed intersections such as this should be avoided, as they require longer pedestrian crossing distances and allow for higher speed turning movements by vehicles (for example, the eastbound W. Grand River Avenue right turn onto Bridge Street). Sight distance is also limited due to position of a vehicle approaching W. Grand River Avenue, and drivers may find it difficult to turn their heads, necks, or upper bodies for an adequate line of sight down an acute angle approach. The steep grade on Bridge Street only further obstructs the sight distance.

In addition to the skew, the existing intersection is also offset from adjacent intersections along W. Grand River Avenue (Albro Street and Quarterline Street) which can lead to left turn conflicts on W. Grand River Avenue in the shared center left turn lane, increasing the likelihood for head on collisions. Vehicles turning left onto Bridge Street take up the same space as vehicles turning left onto Quarterline Street.

The Federal Highway Administration as well as various other transportation design guidance recommends realigning a skewed intersection and reducing the offset distance when possible to improve safety. The City currently owns the property in the southeast corner of the intersection. Therefore, there is no additional right-of-way required to realign the intersection. Realignment would simply move the large greenspace from the east side of Bridge Street to the west side.

Based on our review of the geometrics of the existing intersection, we recommend reconstructing Bridge Street from W. Grand River Avenue to Market Street, moving the intersection with W. Grand River Avenue to the east to align with Quarterline Street by removing the skew and making the intersection more of a 90 degree angle.

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**CONSTRUCTION NOTES:**

**SOIL EROSION CONTROL MEASURES**  
TO PROTECT SLOPES AND DITCHES, SOD OR SEED / MULCH SHOULD BE PLACED AS SOON AS POSSIBLE AND AS DIRECTED BY THE ENGINEER. TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE UTILIZED DURING CONSTRUCTION IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND AS NECESSARY TO CONTROL SOIL EROSION AND SEDIMENTATION AND AS DIRECTED BY ENGINEER.

**UNDERGROUND UTILITIES**  
FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF THREE WORKING DAYS EXCLUDING SATURDAYS, SUNDAYS & HOLIDAYS PRIOR TO EXCAVATING IN THE VICINITY OF UTILITY LINES. ALL "MISS DIG" PARTICIPATING MEMBERS WILL BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING THE UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.

**ADJUSTMENT OF CATCH BASINS**  
IT IS THE CONTRACTOR'S RESPONSIBILITY TO PLACE THE LOCATION AND ELEVATION OF ALL CATCH BASIN CASTINGS PROPERLY ALIGNED WITH THE PROPOSED CURB. ADJUSTMENT OF CASTINGS ON NEW STRUCTURES IS INCLUDED IN PAYMENT FOR THE DRAINAGE STRUCTURE COVER SPECIFIED. ADJUSTMENT OF CASTINGS ON EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ. CASE 2. THESE ITEMS INCLUDE ALL BLOCK OR GRADE RINGS NECESSARY FOR PROPER ADJUSTMENT.

**SALVAGE**  
THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED ON SITE FOR CITY PICKUP. ITEMS NOT SALVAGED BY THE CITY SHALL BE DISPOSED OF BY THE CONTRACTOR.

**PUBLIC UTILITIES**  
THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THESE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO SATISFY HIMSELF AS TO THEIR ACCURACY OR OF HIS RESPONSIBILITY IN CASE UTILITIES HAVE BEEN CONSTRUCTED OR REMOVED.

JOSEPHY BONACCI  
AT&T  
(517) 488-3985  
TELEPHONE  
337 N. ABBOTT ROAD  
LANSING, MI 48823

ADAM BERTRAM  
CONSUMERS ENERGY  
(517) 374-2375  
GAS  
530 WILLOW STREET  
P.O. BOX 30163  
LANSING, MI 48909

MIKE HYLAND  
CITY OF PORTLAND  
(517) 647-8912  
ELECTRIC, WATER & SEWER  
539 KENT STREET  
PORTLAND, MI 48875

JAMES SCOTT  
WOW! COMMUNICATIONS  
(866) 496-9669  
CABLE  
2512 LANSING ROAD  
CHARLOTTE, MI 48313

THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADES SHALL BE REPORTED TO ENGINEER.

THE CONTRACTOR SHALL USE A VACTOR TRUCK TO EXCAVATE AROUND ELECTRICAL CONDUIT BANKS WHERE FIELD LOCATION IS REQUIRED FOR CROSSING OR OTHER NEARBY WORK. THIS WORK WILL NOT BE PAID FOR SEPARATELY BUT SHALL BE INCLUDED IN OTHER ITEMS OF WORK.

THE OWNERS OF EXISTING SERVICE FACILITIES THAT ARE WITHIN THE GRADING OR STRUCTURE LIMITS WILL MOVE THEM TO LOCATIONS DESIGNATED BY THE ENGINEER OR WILL REMOVE THEM ENTIRELY FROM THE ROAD RIGHT-OF-WAY. OWNERS OF PUBLIC UTILITIES WILL NOT BE REQUIRED TO MOVE ADDITIONAL POLES OR STRUCTURES IN ORDER TO FACILITATE THE OPERATION OF CONSTRUCTION EQUIPMENT UNLESS IT IS DETERMINED BY THE ENGINEER THAT SUCH POLES OR STRUCTURES CONSTITUTE A HAZARD TO THE PUBLIC OR ARE EXTRAORDINARILY DANGEROUS TO THE CONTRACTOR'S OPERATIONS.

**NOTICE TO PROPERTY OWNERS**  
THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS IN ADVANCE OF DISRUPTION TO SERVICE, SUCH AS DRIVEWAY CLOSING OR UTILITY SERVICE.

**DRIVEWAY ACCESS**  
CONTRACTOR SHALL MAINTAIN ACCESS TO DRIVEWAYS AND FOR EMERGENCY VEHICLES DURING CONSTRUCTION. FOR FULL WIDTH DRIVEWAY CONSTRUCTION, CONTRACTOR MUST PROVIDE ADVANCE NOTICE TO THE PROPERTY OWNER. DRIVEWAY SHALL ONLY BE CLOSED FOR A MAXIMUM 72 HOUR PERIOD.

**CURB AND GUTTER & CURB RAMP OPENING**  
PLACEMENT OF AND PAYMENT FOR CONCRETE CURB AND GUTTER INCLUDES PLACING TWO #4 EPOXY COATED REBAR DOWELS AND EPOXY ANCHORED INTO THE EXISTING CURB AND GUTTER AT THE POINTS OF CONNECTION, INCLUDED IN THE CURB AND GUTTER, CONC, DETAIL F4 OR CURB RAMP OPENING, CONC PAY ITEM.

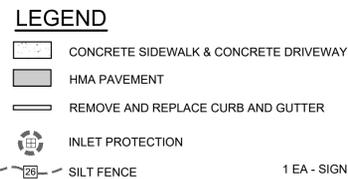
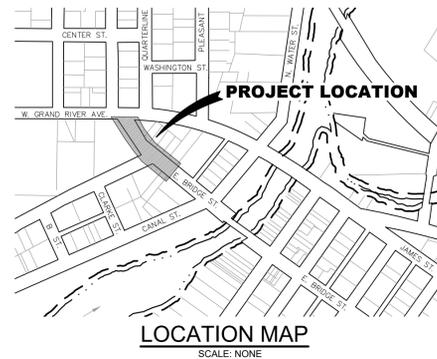
**DRIVEWAYS**  
THE CONCRETE SIDEWALK AREA SHALL BE POURED PRIOR TO POURING THE REMAINDER OF THE DRIVEWAY.

**CONCRETE WORK**  
THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF PLANS TO POUR CONCRETE A MINIMUM OF 24 HOURS BEFORE THE POUR. THE CONTRACTOR SHALL PROVIDE A MINIMUM OF TWO HOURS BETWEEN FORMING A SECTION OF FLATWORK AND POURING THE SECTION TO ALLOW FOR INSPECTION OF THE GRADES, GRADING, AND SUB-BASE. FAILURE TO PROVIDE NOTICE AND TIME FOR INSPECTION WILL BE CONSIDERED CAUSE TO REJECT THE PRODUCT OR CAUSE TO REQUIRE RESCHEDULING OF THE WORK, WITH NO ADJUSTMENTS TO THE COMPLETION DATES.

**UNDERGROUND CONFLICTS**  
THE SCOPE OF WORK REQUIRES WORK IN THE PROXIMITY OF EXISTING UNDERGROUND IMPROVEMENTS TO REMAIN. THE CONTRACTOR SHALL FIELD LOCATE POTENTIAL CONFLICTS PRIOR TO INSTALLING NEW UNDERGROUND IMPROVEMENTS AND REPORT TO THE ENGINEER FOR DIRECTION. IT IS UNDERSTOOD THAT THE CONTRACTOR WILL NOT BE IN FULL PRODUCTION MODE AT ALL TIMES. THE CONTRACTOR SHALL HAVE ALTERNATE TASKS TO TRANSITION TO AS CLAIMS FOR ADDITIONAL COMPENSATION OR TIME EXTENSIONS DUE TO DOWN TIME WILL ONLY BE CONSIDERED IF THEY EXCEED 4 HOURS.

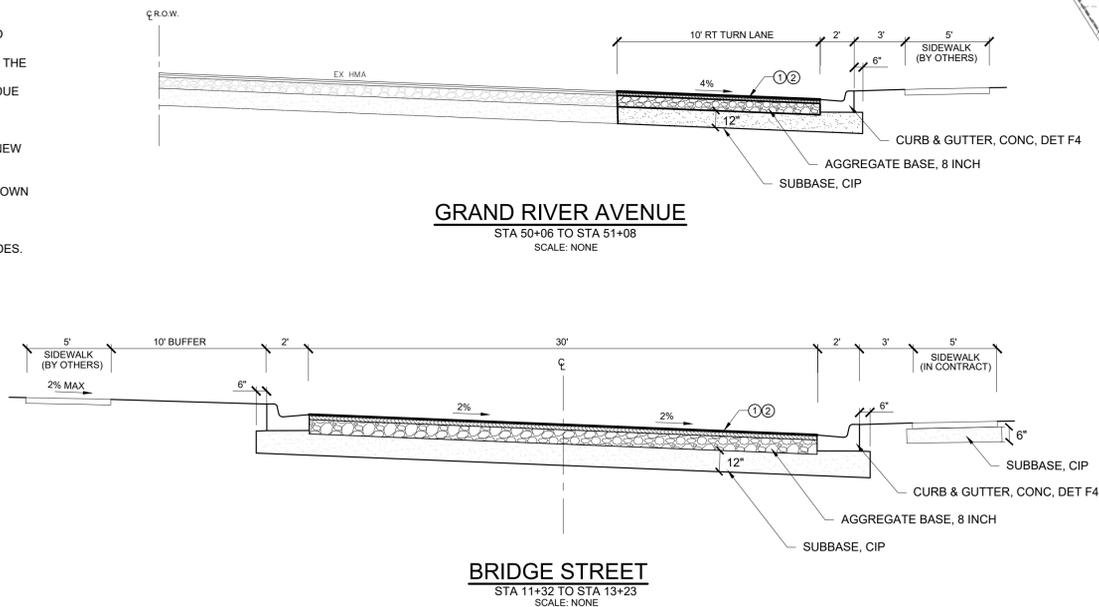
**SURFACE RESTORATION**  
AREAS DISTURBED BY CONSTRUCTION, SURFACE SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, HYDROSEEDDED, FERTILIZED, MULCHED, AND ANCHORING MULCHED. SLOPES STEEPER THAN 1:3 SHALL RECEIVE MULCH BLANKET PEGGED IN PLACE (AS DIRECTED BY THE ENGINEER). RESTORATION OF DISTURBED AREAS OUTSIDE OF THE STREET RIGHT-OF-WAY WILL NOT BE PAID FOR SEPARATELY UNLESS SHOWN ON THE PLANS OR AS DIRECT BY ENGINEER.

**TEMPORARY TRAFFIC CONTROL**  
BRIDGE STREET WILL BE CLOSED FROM GRAND RIVER AVENUE TO MARKET STREET WITH TYPE III BARRICADES. "ROAD CLOSED AHEAD" "BRIDGE STREET" SIGNS SHALL BE PLACED ON GRAND RIVER AVENUE, IN EACH DIRECTION, AND ON BRIDGE STREET SOUTH OF MARKET. ALL TRAFFIC CONTROL ITEMS ARE INCLUDED IN TEMPORARY TRAFFIC CONTROL PAY ITEM.

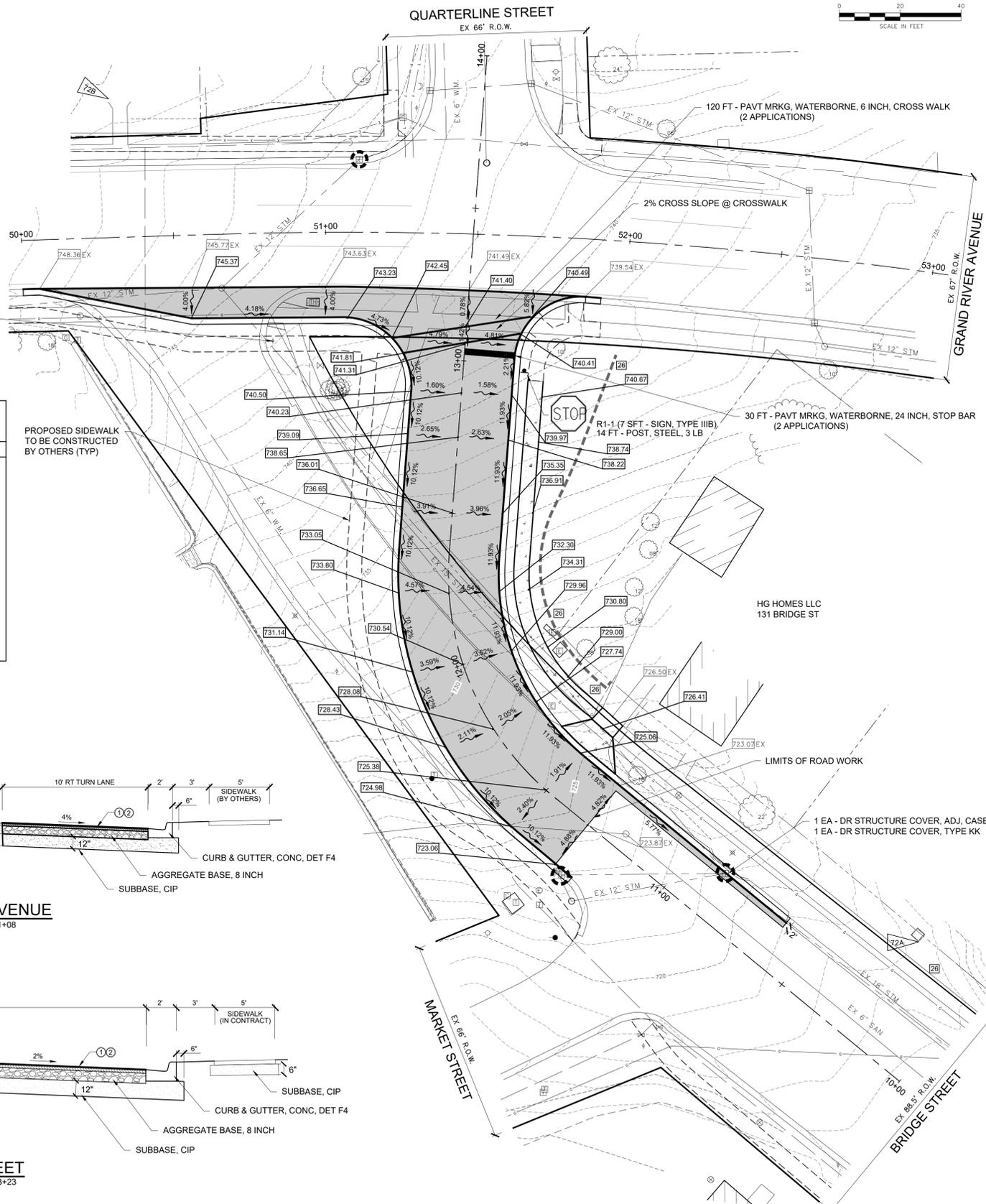


THE FOLLOWING ITEMS OF WORK SHALL BE DONE AS THEY APPLY THROUGHOUT THIS PROJECT. THESE ITEMS ARE NOT DETAILED OR INCLUDED ON THE PLAN SHEETS:

QUANTITY	UNIT	DESCRIPTION
1	LS	GENERAL CONDITION, BONDS AND INSURANCES, MAX. 5%
1	LS	TEMPORARY TRAFFIC CONTROLS
2	STA	ROADWAY GRADING
910	SYD	HMA SURFACE, REM
600	FT	CURB AND GUTTER REM
180	SYD	SIDEWALK, REM
350	CYD	SUBBASE, CIP
850	SYD	AGGREGATE BASE, 8 INCH
600	FT	CURB AND GUTTER, CONC, DET F4
155	TON	HMA, 13A
20	SYD	DRIVEWAY, NONREINF CONC, 6 INCH
500	SYD	SURFACE RESTORATION
280	FT	EROSION CONTROL, SILT FENCE
3	EA	EROSION CONTROL, INLET PROTECTION, FABRIC DROP
10	FT	CURB RAMP OPENING, CONC
600	SFT	SIDEWALK, CONC, 4 INCH

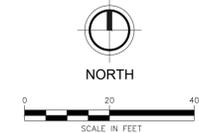


COURSE	TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI	REMARKS
①	SURFACE	HMA, 13A	165 LBS/SYD	PG 58-28	-	
②	BASE	HMA, 13A	165 LBS/SYD	PG 58-28	-	



BM #72A EL. 718.16'  
SE CORNER CONC MEMORIAL BASE, N'LY SIDE  
BRIDGE ST @ MARKET

BM #72B EL. 749.99'  
SW COR BOTTOM STEP HSE #416 GRAND RIVER,  
0.3' ABOVE WALK



**FLEISCHMANN**  
DESIGN. BUILD. OPERATE.

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005

REVISION:

CITY OF PORTLAND  
PORTLAND, IONIA COUNTY, MICHIGAN  
BRIDGE STREET RE-ALIGNMENT  
BRIDGE STREET REALIGNMENT

DESIGN TEAM: PROJ MGR: LMS  
DESIGNED BY: LMS  
DRAWN BY: AJP  
CHECK BY:

DRAWING INFORMATION:  
833070\_C1\_Bridge St Realign  
910520.patent

NOT FOR CONSTRUCTION

DECEMBER 2019  
F&V PROJECT NO.  
833070

**C1**

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## RECOMMENDATION OF AWARD

March 13, 2020

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

**RE: City of Portland, Bridge Street Realignment**

Dear Mr. Gorman:

We have reviewed the bids for the Bridge Street Realignment project and summarized them in the attached spreadsheet. Two of the three prospective bidders we reached out to responded with bids. Both were above our engineer's estimate for the project. We normally anticipate construction to outpace inflation, on the order of 5% per year. This year, we have been seeing a difference of 30 to 40%, which is the case with this project as well. This increase is partially attributable to the rise in construction materials, but a large portion seems to be that there is more construction work available than contractor's have capacity to perform. With the governor's recent increase in transportation spending for state projects, this trend may continue in future years. We continue to monitor the industry and market conditions in an attempt to provide realistic but conservative estimates for budgeting.

One other note – the City's original budget for the project was based on preliminary estimates for construction costs. During design, a right turn lane for eastbound Grand River Avenue was incorporated into the project, and curb replacement was extended on the east side of Bridge Street to address existing issues in the area. These improvements added significant value for the City, but come at a cost.

The low bid was submitted by Cook Brothers Excavating in the amount of \$82,754.20. Cook Brothers is well known to the City, having successfully completed a number of infrastructure projects in recent years. We feel they will be able to successfully complete this project for the City and recommend award to Cook Brothers Excavating in the amount of \$82,754.20.

The breakdown of the total recommended project budget is as follows:

- Design Engineering: \$5,000 (invoiced with the Safe Routes to School project)
- Construction: \$82,754.20 (as bid)
- Construction Eng. \$10,000 (on an as needed basis)
- Contingencies: \$9,245.80
- Additional Sidewalk: \$25,000
- Total: \$132,000

The additional sidewalk in the project budget represents the estimated cost to build sidewalk on the west side of Bridge Street. This was originally part of the Safe Routes to School project, however, we feel it will be most efficient to build that sidewalk as part of this project. The Safe Routes to School budget was

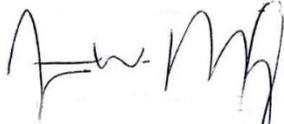
developed even before the Bridge Street Realignment budget – bids may come in higher than anticipated there too.

Moving this work out of the Safe Routes to School project is not anticipated to reduce the construction cost for that project below the grant award. In short, we do not anticipate the City will be leaving any grant money “on the table” by making this change.

Please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in black ink, appearing to read 'Jonathan W. Moxey', written over a faint rectangular stamp.

Jonathan W. Moxey, P.E.  
Project Manager

CITY OF PORTLAND  
 BRIDGE STREET REALIGNMENT  
 BID TABULATION



Date 2/26/2020  
 PM JWM  
 Project No. 833070

Item No.	Item Description	Unit	Estimated Quantity	Engineer's Estimate		Cook Brothers Exc.		Sandborn Exc.	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	General Conditions, Bonds and Insurances (Max. 5%)	LS	1	\$ 2,700.00	\$2,700.00	\$1,500.00	\$1,500.00	\$4,000.00	\$4,000.00
2	Temporary Traffic Controls	LS	1	\$ 2,000.00	\$2,000.00	\$2,120.00	\$2,120.00	\$4,000.00	\$4,000.00
3	Erosion Control, Silt Fence	Ft	280	\$ 2.00	\$560.00	\$2.50	\$700.00	\$4.00	\$1,120.00
4	Roadway Grading	Sta	2	\$ 1,500.00	\$3,000.00	\$6,788.00	\$13,576.00	\$4,000.00	\$8,000.00
5	HMA Surface, Rem	Syd	910	\$ 3.00	\$2,730.00	\$5.70	\$5,187.00	\$10.00	\$9,100.00
6	Curb and Gutter, Rem	Ft	600	\$ 8.00	\$4,800.00	\$3.00	\$1,800.00	\$8.00	\$4,800.00
7	Sidewalk, Rem	Syd	180	\$ 9.00	\$1,620.00	\$9.00	\$1,620.00	\$20.00	\$3,600.00
8	Subbase, CIP	Cyd	350	\$ 8.00	\$2,800.00	\$19.90	\$6,965.00	\$18.00	\$6,300.00
9	Aggregate Base, 8 inch	Syd	850	\$ 8.00	\$6,800.00	\$7.60	\$6,460.00	\$12.00	\$10,200.00
10	Curb and Gutter, Conc, Det F4	Ft	600	\$ 15.00	\$9,000.00	\$18.90	\$11,340.00	\$24.00	\$14,400.00
11	HMA, 13A	Ton	155	\$ 70.00	\$10,850.00	\$119.00	\$18,445.00	\$100.00	\$15,500.00
12	Driveway, Nonreinf Conc, 6 inch	Syd	20	\$ 45.00	\$900.00	\$69.30	\$1,386.00	\$55.00	\$1,100.00
13	Curb Ramp Opening, Conc	Ft	10	\$ 25.00	\$250.00	\$3.00	\$30.00	\$30.00	\$300.00
14	Surface Restoration	Syd	500	\$ 4.00	\$2,000.00	\$8.60	\$4,300.00	\$5.00	\$2,500.00
15	Erosion Control, Inlet Protection, Fabric Drop	Ea	3	\$ 100.00	\$300.00	\$145.00	\$435.00	\$150.00	\$450.00
16	Sidewalk, Conc, 4 inch	Sft	600	\$ 6.00	\$3,600.00	\$5.30	\$3,180.00	\$6.00	\$3,600.00
17	Sidewalk Ramp, Conc, 6 inch	Sft	50	\$ 8.00	\$400.00	\$7.70	\$385.00	\$10.00	\$500.00
18	Detectable Warning	Ft	5	\$ 40.00	\$200.00	\$83.00	\$415.00	\$100.00	\$500.00
19	Sign, Rem	Ea	1	\$ 10.00	\$10.00	\$20.00	\$20.00	\$100.00	\$100.00
20	Sign, Type IIIB	Sft	7	\$ 10.00	\$70.00	\$23.00	\$161.00	\$15.00	\$105.00
21	Post, Steel, 3 Lb	Ft	14	\$ 8.00	\$112.00	\$13.80	\$193.20	\$10.00	\$140.00
22	Dr Structure Cover, Adj, Case 1	Ea	1	\$ 300.00	\$300.00	\$400.00	\$400.00	\$500.00	\$500.00
23	Dr Structure Cover, Type KK	Ea	1	\$ 800.00	\$800.00	\$1,305.00	\$1,305.00	\$900.00	\$900.00
24	Pavt Mrkg, Waterborne, 6 inch, Crosswalk, First App	Ft	60	\$ 1.25	\$75.00	\$4.40	\$264.00	\$4.00	\$240.00
25	Pavt Mrkg, Waterborne, 6 inch, Crosswalk, Second App	Ft	60	\$ 1.00	\$60.00	\$4.40	\$264.00	\$3.00	\$180.00
26	Pavt Mrkg, Waterborne, 24 inch, Stop Bar, First App	Ft	15	\$ 1.50	\$22.50	\$10.10	\$151.50	\$12.00	\$180.00
27	Pavt Mrkg, Waterborne, 24 inch, Stop Bar, Second App	Ft	15	\$ 1.25	\$18.75	\$10.10	\$151.50	\$10.00	\$150.00
<b>TOTALS</b>					<b>\$56,000.00</b>		<b>\$82,754.20</b>		<b>\$92,465.00</b>

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 20-15**

**A RESOLUTION APPROVING RULES FOR THE  
OLD RED MILL FARMERS' MARKET**

**WHEREAS**, the Old Red Mill Farmers' Market operates out of the City's Red Mill Pavilion;  
and

**WHEREAS**, the Parks and Recreation Director was contacted by the manager of the Old Red Mill Farmers' Market requesting approval of the proposed Old Red Mill Farmers' Market rules, attached as Exhibit A; and

**WHEREAS**, the Park and Recreation Board met on Tuesday, February 18, 2020 and recommended approval of the proposed rules, a copy of the memo from the Parks, Recreation, and Cemetery Director is attached as Exhibit B.

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

1. The City Council approves the proposed rules for the Old Red Mill Farmers' Market attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** March 16, 2020

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

# Old Red Mill Farmers' Market Rules

1. Any vendor must agree to these rules and complete an application. The market manager may perform a background check. The market manager has the discretion to deny any applicant.
2. Vendors must sell home grown, home made or value added products. You must identify the grower or maker of anything you did not grow or make yourself. Preference will be given to farm, garden or food related items. For example, the manager will choose a craft vendor offering baskets or aprons over a vendor selling bucolic pictures.
3. Vendors must adhere to applicable local, state and federal rules and regulations. (The market manager is not the authority; but, the authorities may appear). Go to [www.michigan.gov/mdard](http://www.michigan.gov/mdard) for specifics. Cottage Food Law products must be properly labeled.
4. Vendors selling by weight must have a Certified Scale, inspected by the State of Michigan.
5. Vendors offer samples at their own risk. Samples must comply with Michigan Food Law. Some samples must be prepared in an inspected, licensed facility. Vendors may offer samples of foods subject to the Cottage Food Law.
6. The market manager may terminate the relationship between the market and any vendor at will. Appeals must be in writing to the market manager. Appeal of a market manager decision must be in writing to the board of the Parks, Recreation and Cemetery.
7. The market manager, or his designee, has authority to tell vendors to remove items being offered for sale.
8. The market manager or his designee assigns space to each vendor. Space will be assigned based on products offered. Vendors indicating a long-term week after week commitment to sell at the market will be able to request the same space with the approval of the market manager. Occasional or infrequent vendors will be assigned space at the discretion of the market manager or his designee. The market manager may assign space to organizations performing a public service; such as 4-H, Michigan Wildflower Association, Portland Historical Society or Friends of the Red Mill.
9. Vendors agree to stay at the market during market hours. If you sell out, leave your table and display in place until the end of the market. This will free you to visit with other vendors. If you leave before the end of the market, the market manager may assign you a different space at future markets.

10. If a vendor has not arrived at the market by 15 minutes before market opening, the market manager may assign that space to any other vendor including a vendor on the waiting list. If you are running late, call or text 517 348-9669 at least 15 minutes before the market opens.

11. If a vendor fails to appear on a market day without informing the market manager, that vendor loses any claim to a space.

12. Vendors provide their own tables and display items.

13. Canopies must be weighted and secured. The market manager can tell you to remove your canopy if he deems it dangerous to customers or other vendors.

14. Vendors should clearly display their name or farm/business name, address and telephone number at their space. Business cards with contact and product information will suffice.

15. Vendors, please, clean up your booth area before leaving the market. Brooms and dust pans are available from the market manager.

16. Animals (except for identified service animals) are not permitted in the pavilion. However, in the outside areas, whatever rules apply; if it is your animal, it is your responsibility to know the rules.

17. The market manager may cancel the market in severe weather. If severe weather prevails prior to market opening, the market will not be held. Text or call the manager at 517 348-9669 if you have questions. If severe weather develops during market hours, the market manager will determine whether to close the market.

18. Vendors may not 'sublet' their stalls at any time for any reason without written permission from the market manager.

19. This is a smoke free facility. If you must smoke, please step across the street.

**Contact the market manager for rules clarification. Rule changes must be approved by the Portland Parks & Recreation board. Suggestions may be submitted in writing to the Market Manager for consideration.**



March 12, 2020

To: City Council / City Manager  
From: Portland Parks & Recreation Board  
Re: Farmers Market Recommendation

Dear Council,

The Parks & Recreation Board held their meeting on Tuesday, February 18 at 5:30pm in the executive conference room at City Hall.

The parks & recreation director was contacted by Lee Hunsberger, manager of the Old Red Mill Farmers' Market, requesting approval of the proposed farmers' market rules. The farmers' market currently operates out of the City's Red Mill Pavilion.

After discussing the request at the Parks & Rec board meeting a motion was made by Greg Foote to recommend to City Council the approval of the attached Old Red Mill Farmers' Market rules. The motion was supported by Walt Cross; motion carried.

If you have any questions please feel free to contact me.

Respectfully,

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

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

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, March 2, 2020

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Member Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; DDA Director ConnerWellman

Guests: Jon Moxey of Fleis & VandenBrink; Cory Grimminck, Librarian for the Portland District Library; Kathy Parsons; Bob Lathers of The Beacon

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

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

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

There was no public comment.

Under City Manager Report, City Manager Gorman stated the Zoning Board of Appeals will consider the variance requests for setbacks from the property lines for a proposed Taco Bell development at 1433 E. Grand River Ave. at their meeting on March 9, 2020. The Planning Commission will consider approval of the site plan, the application for Special Land Use, and the completed traffic study for the same development at their meeting on March 11, 2020.

City Manager Gorman reminded residents that Election Day is Tuesday, March 11, 2020.

City Clerk Miller provided information regarding the Presidential Primary Election on March 11, 2020.

Under Presentations, Cory Grimminck, Librarian for the Portland District Library provided the 2019 Annual Report.

Mayor Barnes thanked her for sharing the information with Council and for her service to the community on the Downtown Development Authority.

Council Member Johnston commented how much she and her family enjoy the programs offered by the Portland District Library.

Jon Moxey, of Fleis & VandenBrink, presented and explained plans for repairs to Grand River Ave. from the City limits to Rowe Ave. under the Small Urban Project. Construction costs are up

about 30-40% across the board this year. After the first bid letting the project has been revised to lower costs. The project will be rebid in the April MDOT bid letting.

Mr. Moxey stated that the SAW Grant Project is in the final year of the project; the field work is nearly complete. The study of the Wastewater Treatment Plan to define the current capacity and plans for the future is being completed. The GIS mapping system will be finished once the field work is complete. A rate study is also being done as part of the project.

The Safe Routes to School project will begin this summer. There are still a few easements to obtain from residents.

Construction is expected to take place late fall 2020 or early 2021 on the Grand River Ave. bridge and approaches. The preliminary plans are almost ready to be submitted to MDOT.

The City will reapply for funding of the Divine Hwy. bridge replacement this Spring. Mr. Moxey stated an early study for preliminary planning and a possible change of the bridge trajectory should be done.

DDA Director ConnerWellman provided her report on downtown activities. Director ConnerWellman provided updates on business and property in the DDA District and other projects, recent activities, and community events. The budget for Fiscal Year 2020/2021 has been passed by the DDA and recommended to City Council for approval. A Market Snapshot and Market Overview have been developed to promote Portland. The Market Snapshot highlights community pride and provides initial attention-grabbing information for prospective developers and businesses. The Market Overview is a more in-depth review of the Portland area for those who have a defined interest in the community.

Under New Business, the Council considered Resolution 20-11 to approve Maner Costerisan's proposal to provide professional audit services for the fiscal years ending June 30, 2020, 2021, and 2022.

Motion by Johnston, supported by VanSlambrouck, to approve Resolution 20-11 approving Maner Costerisan's proposal to provide professional audit services.

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 20-12 to approve a proposal from Morrow Roofing, Inc. in the amount of \$84,365.00 to have various roofs repaired for the Electric Department. At its meeting on February 18, 2020, the Board of Light and Power voted to recommend that City Council approve the proposal.

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 20-12 approving the proposal from Morrow Roofing, Inc. for the Electric Department.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 20-13 to approve the Board of Light and Power's recommendation to join the Peaking Capacity Service Committee through the Michigan Public Power Agency. This service committee will explore early-stage predevelopment site feasibility to develop a peaking power project.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 20-13 approving the Board of Light and Power's recommendation to join the Peaking Capacity Service Committee through the Michigan Public Power Agency.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Motion by Johnston, supported by Sheehan, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on February 18, 2020, payment of invoices in the amount of \$46,369.00 and payroll in the amount of \$103,133.28 for a total of \$149,502.28. There were no purchase orders over \$5,000.00.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted the Clean Up Day will be held Saturday, May 2, 2020.

City Manager Gorman thanked DDA Director ConnerWellman for all of her great work and further noted the City and the DDA work very well together.

City Manager Gorman stated that the Daddy/Daughter Dance went very well this year.

There were no Council comments.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:54 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the March 2, 2020 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, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; DDA Director ConnerWellman

**Presentation** - Cory Grimminck, Librarian for the Portland District Library provided the 2019 Annual Report.

**Presentation** - Jon Moxey, of Fleis & VandenBrink, presented and explained plans for repairs to Grand River Ave. from the City limits to Rowe Ave. under the Small Urban Project and provided updates on other projects in the City of Portland.

**Presentation** - DDA Director ConnerWellman provided her report on downtown activities.

**Approval of Resolution 20-11** approving Maner Costerisan’s proposal to provide professional audit services.

All in favor. Adopted.

**Approval of Resolution 20-12** approving the proposal from Morrow Roofing, Inc. for the Electric Department.

All in favor. Adopted.

**Approval of Resolution 20-13** approving the Board of Light and Power’s recommendation to join the Peaking Capacity Service Committee through the Michigan Public Power Agency.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:54 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
PURITY CYLINDER GASES, INC.	00380	OXYG, GAS, HASMAT FEE - AMB	97.79
FREDRICKSON SUPPLY LLC	02104	REPAIRS TO VAC TRUCK - MP	446.89
WEST MICHIGAN INTERNATIONAL LLC	02546	AIR HORN SOLENOID KIT - MP	57.05
RITE AID	MISC	MEDS - AMB	39.99
ORIENTAL TRADING CO., INC.	01041	DADDY DAUGHTER GIFTS - REC	418.39
GRANGER	00175	REFUSE SVC - CEM, PARKS, MP	374.26
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	55.20
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	32.97
MCFADDEN LAW OFFICE PLLC	02299	FEB LEGAL SERVICES - POLICE	471.50
CULLIGAN	02130	WATER - CITY HALL	27.00
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - MP	186.04
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,575.00
AMOS DYER	MISC	REIMBURSEMENT OVERPAY AMB RUN - AMB	100.00
MICHIGAN CAT	01920	PARTS - MP	817.00
MIDWEST CONTRACT OPERATIONS	02624	MICROBIOLOGY SAMPLING - WATER	300.00
HYDROCORP	02340	INSPECT/REPORTING SVCS - WATER	499.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	862.38
POWER LINE SUPPLY COMPANY	00389	RUBBER GLOVES/ TESTING - ELECTRIC	64.00
MUNICIPAL SUPPLY CO.	00324	METER GASKETS, REPAIR LID - WATER	66.50
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	96.00
STATE OF MICHIGAN	00428	EMISSIONS FEE - ELECTRIC	250.00
REFLECTIONS PHOTOGRAPHY	02013	PHOTOS FOR DADDY DAUGHTER DANCE - REC	711.00
NOLAN CHAPMAN	00079	CLOTHING ALLOWANCE - MAJ STS	194.01
MHR BILLING	01780	FEB BILLING CHARGES - AMB	1,188.00
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	499.82
KEUSCH SUPER SERVICE	00228	OIL, FILTER FOR EXPLORER - ELECTRIC	56.93
SLICK SHIRTS SCREEN PRINTING	02003	ADULT VBALL CHAMP SHIRTS- REC	116.00
MUNICIPAL SUPPLY CO.	00324	SALT SPREADER - ELECTRIC	150.00
M/C POWER, INC.	MISC	UPGRADE LINES/LABOR W GR RIV - ELECTRIC, COUNC	12,500.00
FAMILY FARM & HOME	01972	PARTS LEAF RAKE - MP	18.77
MENARDS	00260	PLYWOOD/ST SWEEPER - MP	77.99

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PULSE BROADBAND LLC	02565	EPP BROADBAND - ELECTRIC	4,932.50
SMART BUSINESS SOURCE	02625	10 CASES COPY PAPER - VAR DEPTS	349.50
PAT MCCARTHY PRODUCTIONS, INC.	MISC	STREET CRIMES SEMINAR - POLICE	399.00
DIGITAL ALLY	02002	900 MHZ MICS FOR CAR CAMERAS - POLICE	760.00
INTERSTATE BILLING SVC	00202	UTILITY FLAGS - ELECTRIC	411.96
KNIGHTS HALL	MISC	HALL RENTAL DADDY DAUGHTER DANCE - REC	150.00
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES - VAR DEPTS	594.10
TOM'S FOOD CENTER	00452	FEB SUPPLIES - VAR DEPTS	343.12
FORTE PAYMENT SYSTEMS	02522	FEB CC CHARGES - REC	171.10
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	22.56
GRANGER	00175	REFUSE - REFUSE	12,354.43
RESCO	00392	30' USB CABLE FOR FAULT INTRPTR - ELECTRIC	552.97
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	428.48
GRANGER	00175	REFUSE - WW	152.58
GRANGER	00175	REFUSE - ELECT, COMM PROMO, POLICE	152.58
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	4.05
VERIZON WIRELESS	00470	PHONE/DATA SERVICE - VAR DEPTS	541.82
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES, GLOVES - VAR I	1,074.65
STAR THOMAS	01654	USPS FOIA, MAIL EVIDENCE- POLICE	7.40
STATE OF MICHIGAN	00428	TOKEN FEES - POLICE	66.00
STAPLES BUSINESS CREDIT	00426	SUPPLIES - VAR DEPTS	999.34
LANSING SANITARY SUPPLY	02485	SUPPLIES - CEM, CITY HALL	604.29
HASTINGS FIBER GLASS PRODUCTS	01124	SAFETY CANISTER KIT - ELECTRIC	512.00
APEX SOFTWARE	00876	APEX SKETCHING SOFTWARE - ASSESSOR	235.00
MIKE JUDD	02450	MBOR - ASSESSOR	150.00
DOUG LOGEL SR.	02451	MBOR - ASSESSOR	150.00
HERB MOSSER	02434	MBOR - ASSESSOR	150.00
FIRST ADVANTAGE OCCUPATIONAL HEALTH	02603	CLINIC COLLECTION JM HYLAND - ELECTRIC	134.31
F&V OPERATIONS & RESOURCE MANAGMNT	02564	WWTP OPERATIONS FEB 20 - WW	9,757.53
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SVCS - WW	202.50
FLEIS & VANDENBRINK	00153	GRAND RIV AVE SMALL URBAN - MAJ ST	2,598.89

Date: 03/12/20

**CITY OF PORTLAND INVOICE REGISTER**

Page: 3

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FLEIS & VANDENBRINK	00153	GENERAL CONSULTING - GEN	2,318.50
FLEIS & VANDENBRINK	00153	GRAND RIVER BRIDGE IMPROV - MAJ STS	5,933.30
USA TODAY NETWORK	02501	LEGAL NOTICES - CODE, GEN	468.00
Total:			\$70,031.94

**BI-WEEKLY  
WAGE REPORT  
March 9, 2020**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,063.64	172,849.35	2,945.47	49,532.62	12,009.11	222,381.97
ASSESSOR	1,593.80	19,796.08	122.88	1,518.46	1,716.68	21,314.54
CEMETERY	1,455.04	61,537.41	456.86	15,741.55	1,911.90	77,278.96
POLICE	13,915.27	257,611.43	3,901.58	68,202.86	17,816.85	325,814.29
CODE ENFORCEMENT	653.48	12,758.39	197.54	2,931.06	851.02	15,689.45
PARKS	1,663.61	48,473.33	611.39	8,093.37	2,275.00	56,566.70
INCOME TAX	2,133.05	37,548.19	808.61	15,151.87	2,941.66	52,700.06
MAJOR STREETS	3,739.39	70,702.55	2,285.72	31,207.41	6,025.11	101,909.96
LOCAL STREETS	4,182.47	63,768.38	2,707.33	26,669.82	6,889.80	90,438.20
RECREATION	296.11	15,457.82	90.11	2,834.15	386.22	18,291.97
AMBULANCE	11,223.13	220,854.17	2,524.92	48,064.38	13,748.05	268,918.55
DDA	2,360.56	44,651.78	477.85	7,486.84	2,838.41	52,138.62
ELECTRIC	18,985.56	331,039.03	6,650.09	94,878.38	25,635.65	425,917.41
WASTEWATER	6,381.88	121,650.81	2,593.03	35,781.11	8,974.91	157,431.92
WATER	5,349.38	98,810.73	2,259.85	36,299.38	7,609.23	135,110.11
MOTOR POOL	2,387.48	33,049.19	1,327.07	10,245.25	3,714.55	43,294.44
<b>TOTALS:</b>	<b>85,383.85</b>	<b>1,610,558.64</b>	<b>29,960.30</b>	<b>454,638.51</b>	<b>115,344.15</b>	<b>2,065,197.15</b>

**Minutes of the Zoning Board of Appeals  
Of the City of Portland**  
Held on Monday, November 12, 2019 at 7:00 P.M.  
In Council Chambers at City Hall

Members Present: Parsons, Stahl, Barnes, Graham, Fedewa

Staff: City Manager Gorman, City Clerk Miller

Guests: Ryan Johnson, Landscape Architect with Progressive AE

City Clerk Miller called the meeting to order at 7:00 P.M.

City Clerk Miller opened the floor for nominations for Chair.

Motion by Graham, supported by Barnes, to keep the same officers of Parsons as Chair, Stahl as Vice Chair and Graham as Secretary.

There were no other nominations.

City Clerk Miller closed the floor for nominations and held the vote on the motion.  
All in favor. Approved.

Chair Parsons held the Pledge of Allegiance.

There were no public comments.

Motion by Fedewa, supported by Graham, to approve the proposed agenda as presented.

Yeas: Fedewa, Graham, Stahl, Barnes, Parsons

Nays: None

Approved

Motion by Barnes, supported by Graham, to approve the minutes of the February 12, 2018 meeting as presented.

Yeas: Barnes, Graham, Stahl, Parsons, Fedewa

Nays: None

Approved

Chair Parsons opened the Public Hearing at 7:02 P.M.

City Manager Gorman stated the Board would be considering 3 variances under Section 42-283 requested for the Sparrow Development at 1850 Hyland Dr. The current zoning classifies this property as Office Medical Research Division 8. The proposed development provides the first opportunity to apply these zoning standards. According to the current zoning if all criteria are met, Planning Commission approval is not needed. The current development illustrates that some of the current requirements are not realistic.

Ryan Johnson of Progressive AE, the landscape architect for the Sparrow Development, presented the 3 variance requests, under Section 42-283(b) for the property located at 1850 Hyland Dr. The proposed development would include an 11,000 sq. foot office/medical research building. The first ordinance states that the building must be located 30 to 40 feet from the front lot line. The ordinance also states that the building façade must occupy at least 50% of the required building lines. Currently the building lines are roughly almost equal at about 480 feet which means the building would need to be approximately 240 feet on both Cutler Rd. and Hyland Dr. which would make the building very massive. The proposed building is about 190 feet. Variances are being requested for relief from both of these requirements. The ordinance also states that parking can not be located in front of the required building line. A variance is being requested for this as well as parking is proposed to be in front of the building to allow for building expansion in the future. There is also an existing curb cut on Hyland Dr. that they are trying to utilize. Utilizing the west side of the property not only allows for future expansion but it is also the flattest portion of the property which will require the least amount of earthwork.

Chair Parsons recapped the requests and noted the current zoning would require the development of a building that would be at least 3x the size needed.

City Manager Gorman stated that the Zoning Ordinance also has a big box prohibitor for this area which is contradictory to the requirements.

There was discussion.

Mayor Barnes noted that the current Zoning Ordinance for this property was passed with the intention that these properties would be developed to provide educational, medical, or professional head of household types of jobs.

City Manager Gorman stated that the intention of the ordinance is spot on in order to enrich the lives of the residents of the Portland community. The proposed development does that.

City Manager Gorman noted that public notices were published in the Review & Observer and mailed to property owners within a 300' radius of the property. A representative of the Portland Nazarene Church reached out and asked some questions but they showed no objection to the development. There was no other public comment.

Chair Parsons closed the Public Hearing at 7:14 P.M.

Under New Business, City Manager Gorman read from the application submitted the reasons for the variance requests and the criterion numbered 1 through 5.

Motion by Barnes, supported by Fedewa, to grant the variance request from the Required Building Line (RBL) Setback [Section 42-283(b)].

Yeas: Barnes, Fedewa, Graham, Stahl, Parsons

Nays: None

Approved

Motion by Graham, supported by Barnes, to grant the variance request from the Parking Location requirement [Section 42-283(b)].

ZBA Minutes – November 12, 2019

Yeas: Graham, Barnes, Fedewa, Stahl, Parsons  
Nays: None  
Approved

Motion by Graham, supported by Stahl, to grant the variance request from the Building Façade requirement [Section 42-283(b)].

Yeas: Graham, Stahl, Fedewa, Barnes, Parsons  
Nays: None  
Approved

Mr. Johnson explained his role as the landscape architect on this project. He further noted that City Manager Gorman and Paul LeBlanc, AICP of PLB Planning Group have been very helpful and easy to work with throughout this entire process.

Under Board Member Comments, City Manager Gorman provided updates on development activity in Portland.

Motion by Graham, supported by Barnes, to adjourn the meeting at 7:34 P.M.

Yeas: Graham, Barnes, Stahl, Fedewa, Parsons  
Nays: None  
Adjourned.

Respectfully submitted,

---

Jayne Graham, Secretary

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, December 11, 2019 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Fitzsimmons, Culp, Kmetz

Absent: Roeser, Williamson, Hinds

Staff: City Manager Gorman; City Clerk Miller, Paul LeBlanc, AICP of PLB Planning Group

Guests: Ryan Johnson and Carl Kowalski of Progressive AE; Zuhair Abualrihy, M.D. of Sparrow Medical Group Portland

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Fitzsimmons, supported by Culp, to approve the Agenda as presented.  
All in favor. Approved.

Motion by Fitzsimmons, supported by Culp, to approve the minutes of the October 9, 2019 meeting as presented.  
All in favor. Approved.

Under New Business, City Manager Gorman stated that the formal site plan review for the proposed development of the five-acre parcel at 9480 Cutler Rd. for an 11,500 square foot facility by Sparrow Health will be held tonight. A preliminary site plan review was held at the October 9, 2019 Planning Commission meeting.

Ryan Johnson, Landscape Architect at Progressive AE, presented the site plan layout, site grading layout, landscape planting plan, and the site lighting plan for the Sparrow Health building.

Carl Kowalski, of Progressive AE, provided information on the building design and elements.

Chair Grapentien inquired about plans for snow removal.

Mr. Johnson explained where there is room for snow storage along the perimeter of the property.

City Manager Gorman noted that in conjunction with input from City Staff they have reviewed and signed off on the infrastructure portion of the proposed site plan.

Mr. LeBlanc went through his review of the site plan and stated that in his opinion it meets the standards of Section 42-379 of the Zoning Ordinance. He suggested that the size of the parking spaces could be narrowed. Parking spaces 10' feet were the norm at one time, but most communities have reduced the requirement to 9 or 9 1/2' side which reduces the amount of impervious surface and the amount of stormwater runoff.

There was discussion about the size of the parking spaces.

Planning Commission Minutes  
October 9, 2019

Chair Grapentien confirmed with Mr. LeBlanc that the proposed site plan does meet the City's standards and recommended that the applicant consider the suggestion and decide if they would like to make a change to the size of the parking spaces.

Dr. Abualrihy noted that many patients of The Sparrow Medical Group in Portland are disabled and the larger parking spaces work better for them.

Motion by Kmetz, supported by Culp, to approve the site plan for the proposed development of the five-acre parcel located at 9480 Cutler Rd. (34-300-034-500-006-00) for an 11,500 square foot advanced facility for Sparrow Health as presented.

All in favor. Approved.

City Manager Gorman thanked Mr. Johnson and his team for all of their efforts as they have been great to work with. He also thanked City Staff for of their input on the project as well as the former Economic Development Corporation and the Planning Commission. It has been a long process getting the property to this point.

Member Kmetz thanked everyone involved as well.

City Manager Gorman further noted that the proposed development by Sparrow Health illustrates some of the issues with the current zoning that need to be addressed in the future.

City Manager Gorman provided development updates.

Mr. LeBlanc stated that state law required a review of the Master Plan every 5 years to ensure the Planning Commission and boards become reacquainted with it and that it doesn't become outdated. He suggested that he could go through the current Master Plan and "red flag" areas that require attention and provide a cost estimate to City Manager Gorman.

There was discussion.

City Manager Gorman stated that under the MI Planning Enabling Act the City should have a 6-year Capital Improvement Plan (CIP). The City has several CIP's that he is working on compiling into one document.

There were no Planning Commission Member Comments.

Motion by Fitzsimmons, supported by Kmetz, to adjourn the meeting at 7:49 P.M.  
All in favor. Approved.

Respectfully submitted,

---

Jason Williamson, Secretary

**Presidential Primary Election  
March 10, 2020**

	Precinct #1	AVCB	City Total	% of vote	County Total	% of vote	State of MI	%
<b>Democrat</b>								
Michael Bennet	0	0	0	0.00%	4	0.07%	1,531	0.07%
Joe Biden	178	96	274	30.82%	2,928	52.92%	837,881	36.98%
Michael Bloomberg	0	34	34	3.82%	216	3.90%	73,100	3.23%
Cory Booker	0	1	1	0.11%	1	0.02%	870	0.04%
Pete Buttigieg	2	9	11	1.24%	69	1.25%	22,356	0.99%
Julian Castro	0	0	0	0.00%	1	0.02%	315	0.01%
John Delaney	0	0	0	0.00%	2	0.04%	465	0.02%
Tulsi Gabbard	4	1	5	0.56%	41	0.74%	9,448	0.42%
Amy Klobuchar	0	10	10	1.12%	42	0.76%	10,949	0.48%
Bernie Sanders	172	32	204	22.95%	2,143	38.73%	576,350	25.44%
Joe Sestak	0	0	0	0.00%	2	0.04%	785	0.03%
Tom Steyer	0	1	1	0.11%	3	0.05%	1,728	0.08%
Elizabeth Warren	0	7	7	0.79%	69	1.25%	26,027	1.15%
Marianne Williamson	0	0	0	0.00%	5		727	0.03%
Andrew Yang	1	0	1	0.11%	7		2,378	0.10%
Uncommitted	2	9	11	1.24%		0.00%	19,016	0.84%
Write In	0	0	0	0.00%		0.00%	0	0.00%
<b>TOTAL</b>	<b>359</b>	<b>200</b>	<b>559</b>	<b>62.88%</b>	<b>5,533</b>	<b>#VALUE!</b>	<b>1,583,926</b>	<b>69.91%</b>
<b>Republican</b>								
Mark Sanfod	0	3	3	0.34%	29	0.85%	4,256	0.19%
Donald J. Trump	124	116	240	27.00%	3,306	97.35%	638,896	28.20%
Joe Walsh	7	1	8	0.90%	25	0.74%	4,053	0.18%
Bill Weld	3	3	6	0.67%	36	1.06%	6,080	0.27%
Uncommitted	8	20	28	3.15%		0.00%	28,366	1.25%
Write In	0	0	0	0.00%		0.00%	0	0.00%
<b>TOTAL</b>	<b>142</b>	<b>143</b>	<b>285</b>	<b>32.06%</b>	<b>3,396</b>	<b>#VALUE!</b>	<b>681,651</b>	<b>30.09%</b>
<b>PPS Operating Millage Renewal</b>								
Yes	411	296	707	79.53%	1,737	77.86%		
No	91	67	158	17.77%	494	22.14%		
<b>TOTAL</b>	<b>502</b>	<b>363</b>	<b>865</b>	<b>97.30%</b>	<b>2,231</b>	<b>#DIV/0!</b>		
	Voters	Registered Voters		Voter Turnout				
<b>Precinct #1</b>	519			18.81%				
<b>AVCB</b>	370			13.41%				
<b>TOTAL</b>	<b>889</b>	<b>2759</b>		<b>32.22%</b>				
Registered Voters					?		7,702,430	
<b>Ballots Cast</b>					?		2,265,577	

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
FEBRUARY STATS**

<u><b>Calls for Service</b></u>		<u><b>Other Functions</b></u>	
Dispatched	70	Subpoena Service	0
Patrol Originated	13	PBT's	9
Follow Up Complaints	42	Special Events	0
Assist to PPD	9	School Contacts (general)	9
Assist to Fire / EMS	10	Training	3
Assist Other Depts	10	Administrative	186

<u><b>Traffic Stops</b></u>		<u><b>Other</b></u>	
Total Stops	81	Physical Business Checks	
Traffic Citations	49	Interior	114
Verbal Warnings	64	Exterior	306
Parking Citations	45	Patrol Contacts	405

<u><b>Arrests (Excluding Juvenile Apprehensions)</b></u>		<u><b>Volunteer Hours</b></u>	
Misdemeanor Persons	18	School Events	18
Misdemeanor Charges	28	Special Events	0
Felony Persons	4	City Events	0
Felony Charges	8	Ride Alongs	22.75
		Station Duties / Admin	0.75

***Noteworthy:***

On February 22, 2020, Officer Listerman responded to a call of a domestic disturbance where a male subject had allegedly assaulted his wife, her daughter, and her daughters friend. On arrival, the male physically resisted being detained and attempted to go after the female victims once again. The man was eventually placed in custody on charges of Felonious assault (weapon), Assault, two charges of Resist and Obstruct Officer, and a charge of Malicious Destruction of Property - Police Vehicle.

The male arrested in the above case was served with a personal protection order on February 24, 2020, prohibiting from any sort of contact with his wife / step-daughter. He allegedly violated this order on February 27th by calling the victim from the Ionia County Jail. He was arrested for this violation on February 28, 2020.

A juvenile male was apprehended on February 29, 2020, after he allegedly struck his step-father several times in the face and head with a closed fist and then continued striking him in the head with a metal object. Officer Listerman worked with prosecutors and juvenile court and the male was eventually transported to a juvenile detention facility. This same juvenile was apprehended by the Portland Police Department after being reported as a runaway the prior evening.

City Of Portland  
 Water Department  
 Monthly Water Report  
 February 2020

Monthly Water Production

Daily Water Production

Well #4            4,965,000 Gallons  
 Well #5                    0 Gallons  
 Well #6            3,538,000 Gallons  
 Well #7                    0 Gallons

Well #4            171,207 Gallons  
 Well #5                    0 Gallons  
 Well #6            122,000 Gallons  
 Well #7                    0 Gallons

Daily Average Water Production for All Wells

293,207 Gallons

Total Water Production for the Month

8,503,000 Gallons

Total Water Production for the Previous Month

9,253,000 Gallons

Total Production decreased by

750,000 Gallons

Total Production for This Month from the Previous Year

8,969,000 Gallons

Total Production decreased by

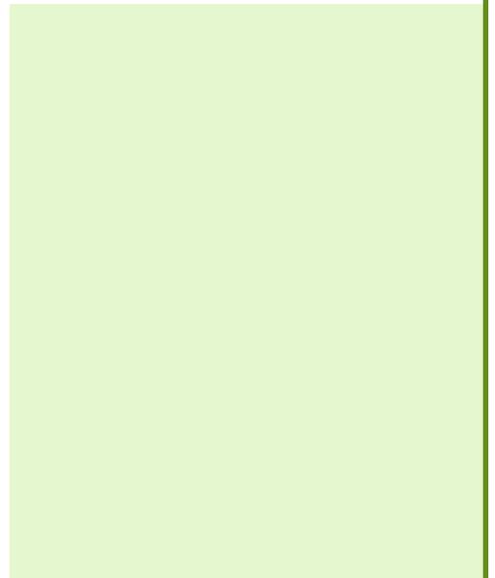
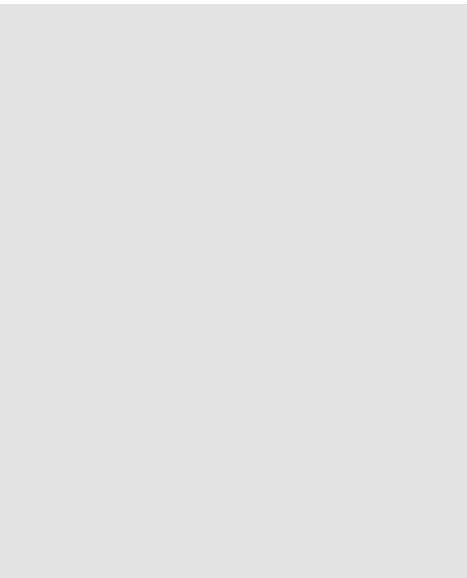
466,000 Gallons

Rodney D. Smith Jr.  
Water Technician



# The City of Portland Operations & Maintenance Report

January 2020





February 23, 2020

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

**RE: January 2020 Monthly Operation 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 January 2020.

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

- ADMINISTRATIVE.....2**
- Action Items .....2**
- WASTEWATER MAINTENANCE .....2**
- Operations.....2**
- Safety Training.....2**
- WORK PERFORMED ON THE COLLECTION SYSTEM .....3**
- Emergency Alarm Call- Outs .....3**
- Operational and Maintenance Expenses .....3**
- Daily Flow Summary .....3**

## APPENDIX “A” MONTHLY OPERATING REPORT

## APPENDIX “B” JANUARY 2020 Completed Work orders



## ADMINISTRATIVE REPORT

### ADMINISTRATIVE

The January 2020 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on February 10, 2020. The average influent flow was 447,000 gallons per day. The daily maximum influent flow was 547,000 gallons which occurred on January 14, 2020. The Monthly Operating Report (MOR) is in **Appendix A**.

As part of the Stormwater, Asset Management, and Wastewater (SAW) Program, F & V will be providing the City with a Capital Improvements Plan (CIP) and an Asset Management Plan (AMP) that should include most of the previous O&M Report's action items.

### ACTION ITEMS

- Currently the City of Portland's WWTP is required to land apply biosolids three (3) times per year due to biosolids storage capacity limitations. EGLE requires a 180-day minimum biosolids storage capacity for compliance. Also, 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 needs to be performed to develop the most cost-effective method to expand the biosolids storage capacity of WWTP.
- There is a copper issue in the City's biosolids. The analytical results are consistently above table three (3) limits. Table three's (3) maximum concentration limit (MCL) for copper is 1,500 micro-grams per liter (ug/L). FVOP recommends investigating the issue further by performing additional collection system sampling and initiating a non-domestic user survey.

### WASTEWATER MAINTENANCE

Maintenance was completed during the month of January 2020 in accordance with the computerized maintenance management system (CMMS). The January 2020 completed work orders can be viewed in **Appendix B**.

- On January 9, 2020 the oil was changed on the gas mixing blower on the primary digester.
- On January 15, 2019 the make-up air unit (MUA) for the headworks was not operating properly. City staff and FVOP investigated the issue and found the drive belt was broken. The belt was replaced, and the unit was put back into service. Several hundred dollars were saved by diagnosing and fixing the issue in house.
- On January 17, 2020 Oudbier Instruments was on-site to troubleshoot the headworks gas monitoring system. They found the oxygen sensor was faulty. The failed sensor was replaced and the system was calibrated.
- On January 20, 2020 City staff rebuilt the Stenner ferrous feed pump.
- On January 29, 2020 the City's outside contractor was on-site to inspect the back-flow prevention at the WWTP.

### OPERATIONS

- FVOP updated and submitted the City's Residual Management Plan (RMP) for the land application of biosolids to EGLE for review and approval. Cindy Sneller of EGLE is requesting that a couple minor edits be made and resubmit.
- On January 8, 2020 Nutrigro was on-site and land applied 132,000 gallons of biosolids to EGLE field # 05N05W12-LH01.
- The laboratory thermometers were replaced as part of the updated Quality Assurance/ Quality Control (QA/QC) program.

### SAFETY TRAINING

The following safety training was completed during January 2020:

- Shift Work Safety Awareness
- Identifying Substance Abuse

- Universal Safety Precautions

## WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during January 2020:

- On January 3, 2020 staff received a request to camera the lateral of a resident on Charlotte Highway. Staff used the City's push camera to inspect the condition of the resident's lateral and a significant root mass was found just outside of the foundation.
- On January 9, 2020 staff received a request from a realtor to camera the lateral of a resident on Hill Street. Staff used the City's push camera to inspect the condition of the resident's lateral and created a record of the laterals condition and location for future miss digs.
- Twenty-five (25) Miss Digs were completed.

## EMERGENCY ALARM CALL- OUTS

There was no after- hours emergency call outs during January 2020.

## OPERATIONAL AND MAINTENANCE EXPENSES

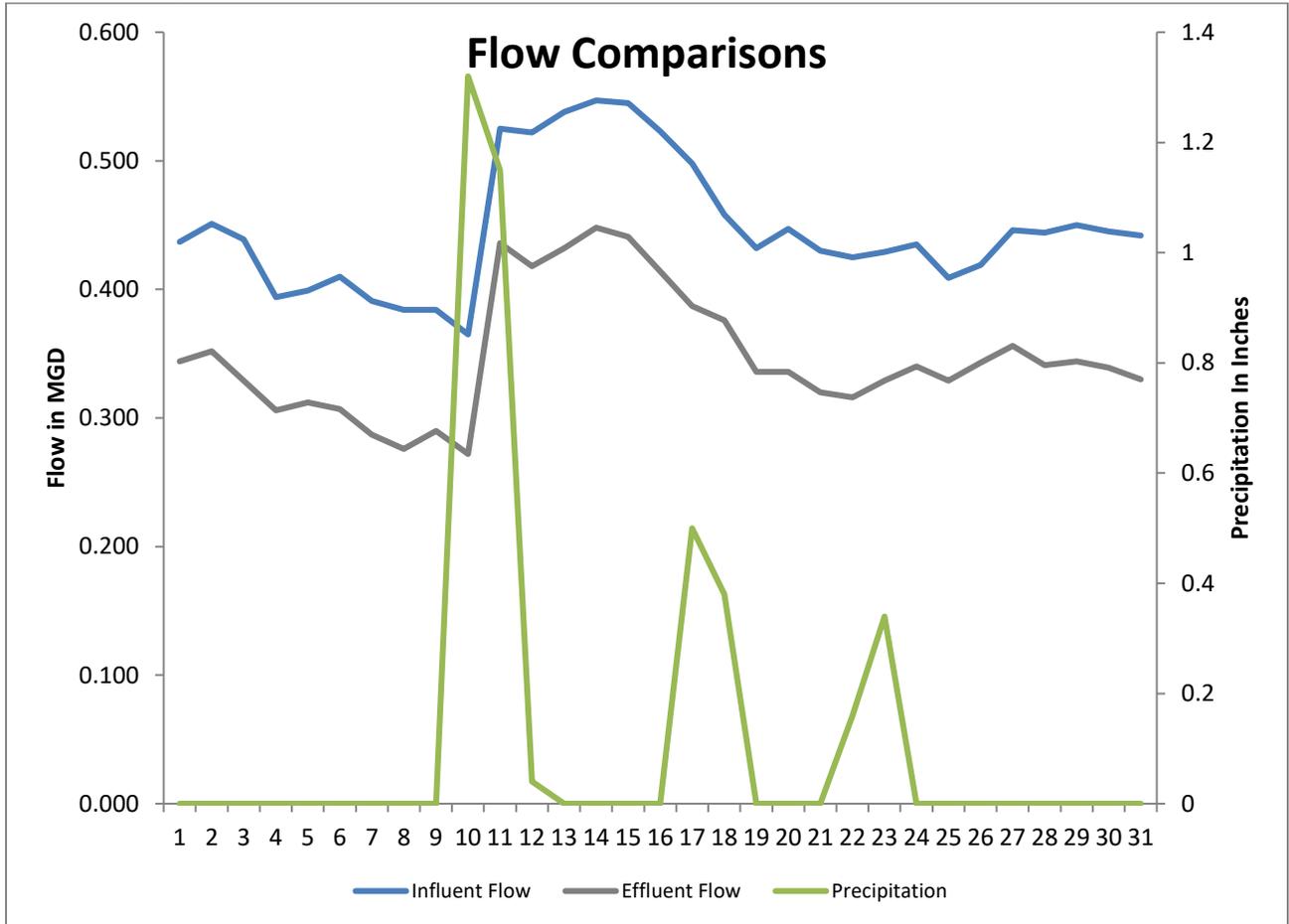
The following expenses were incurred during the month of January 2020:

Operational & Maintenance Expenses for 2019-2020 Fiscal Year			
1/1/2020	Granger	Refuse	\$152.58
1/1/2020	Consumers Energy	Natural Gas	\$506.09
1/2/2020	Consumers Energy	Natural Gas	\$15.24
1/6/2020	Tom's Food Center	Fitting for Lab Faucet	\$9.28
1/6/2020	Tom's Food Center	Shrink Tubing Kit	\$19.29
1/9/2020	Nutri Gro	Land Application	\$11,310.00
1/10/2020	USA Bluebook	ABB Chart Recorder- Charts	\$300.51
1/15/2020	B&W Automotive	V-Belt for MUA-1	\$10.00
1/21/2020	B & W Automotive	Non-Detergent Hydraulic Oil	\$37.99
1/21/2020	Toms Food Center	Sanitary Supplies	\$37.40
1/21/2020	Toms Food Center	Distilled Water for Laboratory	\$20.00
1/22/2020	NCL	YSI Pro ODO Hand-Held Meter	\$1,367.51
1/30/2020	Share Corp	PPE, face shields	\$132.15
1/31/2020	NCL	Certified Thermometers	\$352.31
<b>Total Monthly Expenses</b>			<b>\$14,270.35</b>
<b>Year to Date Expenses</b>			<b>\$84,293.11</b>

## 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 January 2020. The average influent flow during the period was 447,000 gallons per day and the average effluent flow during the period was 347,000 gallons per day. There

were seven (7) days of precipitation which totaled 3.89 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



## APPENDIX "A"



City of Portland, Michigan

January 2020

**FINAL EFFLUENT**

DAY	CBOD -5					T.S.S					V.S.S			TOTAL PHOSPHORUS			pH	DO	FECAL	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	7-day
		7-day		7-day	Rem.		7-day		7-day	Rem.				Rem.			cts/100 ml			
		Avg		Avg			Avg		Avg										GEO	
1	2.3		6.6		99	3.2		9.2		97	2	0.902	2.6	79	7	5.9	20			
2	2.6		7.6		99	6.4		18.8		97	3	0.868	2.5	80	7.0	6	32			
3																				
4																				
5																				
6																				
7	2.9	2.6	6.9	7.1	99	2.8	4.1	6.7	11.6	98	1.6	0.923	2.2	83	7	6.3	20	23		
8	2.6	2.7	6.0	6.9	99	3.6	4.3	8.3	11.3	98	1.6	0.585	1.3	89	7.2	7.7	24	25		
9	2.6	2.7	6.3	6.4	99	5.2	3.9	12.6	9.2	98	2.0	0.592	1.4	89	7.2	8.0	19	21		
10		2.7		6.4			3.9		9.2									21		
11		2.7		6.4			3.9		9.2									21		
12		2.7		6.4			3.9		9.2									21		
13		2.7		6.4			3.9		9.2									21		
14	3.1	2.8	11.6	8.0	99	1.6	3.5	6.0	8.9	97	1.2	0.607	2.3	80	6.8	7.4	46	28		
15	2.8	2.8	10.3	9.4	98	2.8	3.2	10.3	9.6	97	1.6	0.668	2.5	82	7.2	7.6	46	34		
16	4.0	3.3	13.8	11.9	98	2.8	2.4	9.7	8.6	95	1.2	0.995	3.4	69	7.1	8.0	36	42		
17		3.3		11.9			2.4		8.6									42		
18		3.3		11.9			2.4		8.6									42		
19		3.3		11.9			2.4		8.6									42		
20		3.3		11.9			2.4		8.6									42		
21	3.2	3.3	8.5	10.9	99	4.0	3.2	10.7	10.2	98	2.0	0.955	2.5	80	7.1	6.9	68	48		
22	3.3	3.5	8.7	10.3	98	1.0	2.6	2.6	7.7	99	0.4	0.870	2.3	75	7.2	7.5	40	46		
23	2.7	3.1	7.4	8.2	99	2.4	2.5	6.6	6.6	99	1.2	0.813	2.2	82			8	28		
24		3.1		8.2			2.5		6.6						7.0	6.4		28		
25		3.1		8.2			2.5		6.6									28		
26		3.1		8.2			2.5		6.6									28		
27		3.1		8.2			2.5		6.6									28		
28	3.1	3.0	8.8	8.8	99	4.0	2.5	11.4	6.9	97	2.8	0.680	1.9	79	7.3	7.3	14	16		
29	3.1	3.0	8.9	8.4	98	2.8	3.1	8.0	8.7	97	0.8	0.733	2.1	81	7.2	7	18	13		
30	3.6	3.3	10.2	9.3	98	2.8	3.2	7.9	9.1	98	1.6	0.985	2.8	77	7.0	7.2	10	14		
31		3.3		9.3			3.2		9.1									14		
M/M																				
TL																				
GA																				
ME	3.0		8.7		99	3.2		9.2		98	1.7	0.80	2.3	80		7.1	24.3			
WGA																				
WA																				
M/M = Maximum/Minium; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weigh																				
REMARKS:																				

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



City of Portland, MI

January 2020

**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	5.4	6.8	0.25	2832	2127	32	113	1.3	1.44	0.5506	0.3868	13.53	621	0.364
2	24	5.2	4.7	0.23	3036	2314	34	112	1.8	1.44	0.5852	0.4458	19.95	974	0.368
3	24	5.6	3.9		3007		35	116	1.2	1.44	0.5653		24.55	1157	0.330
4	24	5.8	11.0		2823		30	106	2.3	1.44	0.5463		8.40	383	0.351
5	24	5.7	13.2		3107		32	103	3.4	1.44	0.4856		8.67	351	0.350
6	24	5.7	4.7		3245		39	120	2.6	1.44	0.6200		19.87	1027	0.348
7	24	6.1	4.9	0.27	3071	2275	36	117	1.1	1.44	0.5288	0.3849	21.16	933	0.313
8	24	5.9	4.8	0.21	3275	2413	36	110	2.6	1.44	0.5941	0.4420	20.39	1010	0.343
9	24	6.0	5.1	0.48	2695	2035	32	119	2.1	1.44	0.5881	0.4406	16.07	788	0.337
10	24	6.1	6.9		2627		34	129	1.6	1.44	0.3755		18.10	567	0.343
11	24	5.0	8.6		2489		32	128	2.1	1.44	0.6195		8.41	434	0.335
12	24	4.7	11.6		2800		37	132	2.6	1.44	0.5156		8.40	361	0.389
13	24	4.6	5.3		2798		40	143	1.8	1.44	0.6081		15.50	786	0.393
14	24	4.7	5.7	0.41	2731	2102	40	146	2.7	1.44	0.5673	0.4458	15.15	717	0.376
15	24	4.6	6.0	0.29	2559	1922	37	144	3.2	1.44	0.5392	0.4191	14.08	633	0.395
16	24	4.6	6.3	0.28	2439	1871	34	139	3.0	1.44	0.5282	0.4067	13.07	576	0.401
17	24	4.8	6.0		2456		33	134	4.1	1.44	0.4765		15.33	609	0.403
18	24	5.0	12.6		2409		30	124	1.8	1.44	0.4061		8.43	285	0.395
19	24	5.2	12.5		2463		33	134	3.2	1.44	0.4204		8.40	295	0.402
20	24	5.1	5.8		2611		37	142	2.0	1.44	0.4678		17.14	669	0.392
21	24	5.8	6.0	0.33	2546	1917	40	157	4.1	1.44	0.4308	0.3383	17.50	629	0.316
22	24	5.5	4.7	0.25	2348	1825	35	149	4.6	1.44	0.4349	0.3447	20.76	753	0.351
23	24	5.7	5.0	0.34	2333	1769	34	146	4.8	1.44	0.4193	0.3298	20.10	703	0.330
24	24	5.6	5.4		2266		32	141	3.6	1.44	0.4038		18.50	623	0.333
25	24	5.7	14.0		2055		32	156	4.0	1.44	0.3031		8.69	220	0.344
26	24	5.7	16.2		1744		40	229	3.8	1.44	0.3010		6.40	161	0.335
27	24	5.4	6.7		1630		32	196	2.7	1.44	0.4809		9.00	361	0.344
28	24	5.4	4.9	0.33	2714	2114	39	144	3.1	1.44	0.5225	0.4179	18.93	825	0.352
29	24	5.5	4.4	0.27	2622	2016	36	137	4.1	1.44	0.5588	0.4473	19.06	888	0.325
30	24	5.6	4.3		2265	1764	41	181	2.5	1.44	0.4513	0.3590	20.66	778	0.319
31	24	5.7	2.7		2264		36	159	2.1	1.44	0.5926		25.51	1261	0.313
TL													479.68	20377	10.990
ME	24	5.4	7.1	0.30	2589	2033	35	139	2.8	1.44	0.4996	0.4006	15.47	657	0.355
	REMARKS:														

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

City of Portland, MI

January 2020

**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	yes		33	112	40	10	55	20	9.0
2	yes		20	136				20	24.0
3			17	120	44	15	73	14	29.0
4			25	136				14	9.0
5			21	128				14	7.0
6			18	144	29	10	48	14	21.0
7	yes		22	136				22	20.0
8	yes		22	144				22	11.0
9	yes	54.0	15	128	35	10	49	22	17.0
10			16	136				13	17.0
11			27	136				13	8.0
12			24	152	44	14	75	13	9.0
13			13	136				13	17.0
14	yes		12	136	27	9	45	13	11.0
15	yes		17	144				12	15.0
16	yes		21	136	34	10	57	12	10.0
17			20	128				12	14.0
18			27	160				12	6.0
19			24	128	59	17		12	7.0
20			26	144			84	12	15.0
21	yes		23	152	38	10	50	9	15.0
22	yes		20	144				9	17.0
23	yes		18	128	29	9	46	9	16.0
24			20	136		15		9	15.0
25			20	120				9	6.0
26			23	160	47		77	9	4.0
27			19	136				9	10.0
28	yes	40.5	19	144		9	42	9	20.0
29	yes		20	144				9	24.0
30	yes		16	128	55	11	41	9	20.0
31			18	136				9	23.0
<b>TL</b>		94.5	636.0	4248	481	149	742	398	446.0
<b>ME</b>		47.3	21	137	40	11	57	13	14.4
	REMARKS:								

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

City of Portland, MI

January 2020

**DIGESTER BIOSOLIDS**

	RAW SLUDGE						BIOSOLIDS							
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	GAS	
	Pumped	Total	% Vol.	Loading			TEMP.				RATIO	SOLIDS	Produced	
	gal	Solids	Solids	lbs/1000 cuft.		C.	C.		%	%		REDUCTION	CuFt X 100	
SF														
DAY														
1	2179												34	
2	3541	6	77	0.09	6.8	15.1	28.0	6.9	1.5	63	0.18	49	39	
3	3814												43	
4	878												29	
5	938												24	
6	3299	5.9	75	0.08	6.9	14.5	7.0	28.6	1.5	62	0.18	46	42	
7	3208												36	
8	2573												40	
9	2028	7.2	77	0.06	6.9	13.5	6.9	28.0	1.6	63	0.39	49	38	
10	2058												43	
11	1180												25	
12	1120												28	
13	2300												32	
14	2300												35	
15	1846												32	
16	1846	7.2	78	0.06	7.1	14.2	7.1	28.4	1.5	64	0.06	50	32	
17	1755												33	
18	757												29	
19	757												23	
20	1937												30	
21	2028												34	
22	2240												39	
23	2300	7.2	79	0.07	7.0	13.9	7.1	28.0	1.5	62	0.15	57	41	
24	1755												42	
25	605												32	
26	454												27	
27	1059	7.7	78	0.03	6.9	13.8	7.0	29.6	1.5	62	0.04	54	16	
28	2119												38	
29	2240												42	
30	2179	7.4	81	0.07	7.1	13.7	7	28.7	1.5	64	0.27	58	39	
31	2421												50	
<b>TL</b>	59715												1067	
<b>ME</b>	1888	6.9	78	0.06	7.0	14.1	10.0	25.5	1.5	63		52	34	
	<b>REMARKS:</b>	Loading Rate = .02 -.10 lb/cu. ft.												

Digester Volume:  
 Primary: 14700  
 Secondary: 14700

Process Pattern:  
 Primary, Secondary, Land Application

City of Portland, MI

January 2020

**SOLIDS DISPOSAL**

DAY	SUPERNATANT							BIOSOLIDS DISPOSAL				SITE #	DRY TONS APPLIED.
	AMT.	PH	TOTAL	VOL.	SUSP.	Phosp.	PHOSP.	SOLIDS	AMOUNT	TOTAL	VOL.		
	gal.		SOLIDS %	SOLIDS %	SOLIDS mg/l	mg/l	lbs	TO BED lbs	HAULED gal	SOLIDS %	SOLIDS %		
1	4264							0.0					
2	2132							0.0					
3	3731							0.0					
4	2665							0.0					
5								0.0					
6	3998							0.0					
7								0.0					
8								0.0	132000			05N05W12-LH01	
9								0.0					
10								0.0					
11								0.0					
12								0.0					
13								0.0					
14								0.0					
15								0.0					
16								0.0					
17								0.0					
18								0.0					
19								0.0					
20								0.0					
21								0.0					
22								0.0					
23								0.0					
24								0.0					
25								0.0					
26								0.0					
27								0.0					
28								0.0					
29	4797							0.0					
30	4797							0.0					
31	4797							0.0					
<b>TL</b>	26917							0.0	132000				
<b>ME</b>													

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

## APPENDIX “B”



Completed	Equipment Number	Task	WO #	Type
1/1/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	969.01	Scheduled
<b>Note</b>	<b>Tested with low influent wetwell alarm - in working order; TS</b>			
1/1/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	948.01	Scheduled
<b>Note</b>	<b>Swept the floor; lighting OK - in working order. TS</b>			
1/1/2020	Laboratory/ Office	Laboratory Housekeeping	958.01	Scheduled
<b>Note</b>	<b>Cleaned counters and swept the floor. Also dusted equipment, lighting is okTS</b>			
1/1/2020	SB-201	Weekly Composite Sampler Maintenance	962.01	Scheduled
<b>Note</b>	<b>Cleaned interior and exterior, temps are ok. TS</b>			
1/2/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	954.01	Scheduled
<b>Note</b>	<b>Oil level in range, V-belts good on all 4 blowers. TK</b>			
1/2/2020	GB-104	Monthly Grit Auger & Classifier Maintenance	943.01	Scheduled
<b>Note</b>	<b>Bearing greased; no unusual noises or vibrations; Auger wear looks normal; unit working good; cleaned stagnant debris from inside grit area; TS/TK</b>			
1/2/2020	Headworks Building	Weekly Headworks Housekeeping	936.01	Scheduled
<b>Note</b>	<b>Hosed down floor and walls. TS</b>			
1/2/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	941.01	Scheduled
<b>Note</b>	<b>Swept the floor; lighting OK - in working order. TS</b>			
1/2/2020	TB-104	Monthly Thickener Maintenance	944.01	Scheduled
<b>Note</b>	<b>Oil buffer chamber are full, and gear box oil in range, pump oil is in range, and the drive couplers have no major wear. TS</b>			
1/2/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	946.01	Scheduled
<b>Note</b>	<b>T/C - TK</b>			
1/2/2020	AT-105	Weekly D.O Sensor Maintenance	950.01	Scheduled
<b>Note</b>	<b>Task complete, TS</b>			
1/2/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	951.01	Scheduled
<b>Note</b>	<b>Oil level ok, no unusual noise or vibrations, skimer appear to be operating properly, and drained moisture from worm gear. TS</b>			
1/2/2020	LB-125	Weekly Eyewash & Shower Exercise	952.01	Scheduled
<b>Note</b>	<b>T/C - TS</b>			
1/2/2020	GB-104	Weekly Grit Classifier Maintenance	955.01	Scheduled
<b>Note</b>	<b>T/C - TK/TS</b>			
1/2/2020	Boiler Room	Boiler Room Housekeeping	956.01	Scheduled
<b>Note</b>	<b>Swept floor and lighting is ok. TS</b>			
1/2/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	953.01	Scheduled
<b>Note</b>	<b>Swept floor and lighting is ok. TS</b>			
1/2/2020	LB-129	Weekly Vacuum Pump Maintenance	960.01	Scheduled
<b>Note</b>	<b>Drained moisture and oil is ok. TS</b>			
1/2/2020	GB-101	Weekly Fine Maintenance	961.01	Scheduled
<b>Note</b>	<b>Solenoids working properly, removed debris from auger and rake comb, no unusual noise or vibrations, changed the oil in the SEW gear box. TS/TK</b>			
1/2/2020	TB-100	Weekly Thickener Building Housekeeping	966.01	Scheduled
<b>Note</b>	<b>Task complete. TS</b>			
1/2/2020	TB-104	Weekly Charter Thckener Maintenance	967.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations. Oil level in range on the drive gear box. Sludge pumps oil ok. May need to change the wear rings on the feed pump, lighting is ok. TS/TK</b>			
1/2/2020	GB-101	Fine Screen Semi- Annual Maintenance	805.01	Scheduled
<b>Note</b>	<b>Changed the oil, cleaned the spray nozzles, NP filter, and the press zone. We removed the rake arm comb because of broken weld and bolts. TS/TK</b>			
1/3/2020	UV-100	Weekly UV Maintenance	970.01	Scheduled
<b>Note</b>	<b>Hosed and scrubbed the UV racks and the effluent weir. TK/TS</b>			
1/3/2020	AT-101	Monthly Anoxic Surface Mixer Maintenance	942.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; cables in working order; amps were 6.4, 6.1, 6.1.I. Tk/CM</b>			

Completed	Equipment Number	Task	WO #	Type
1/3/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	947.01	Scheduled
<b>Note</b>	<b>Cables and fasteners ok. No unusual noise or vibrations or oil leaks. Amps were 6.4, 6.1, and 6.1. TK/CM</b>			
1/3/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	959.01	Scheduled
<b>Note</b>	<b>No QAQC this week. CM</b>			
1/3/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	949.01	Scheduled
<b>Note</b>	<b>Washed &amp; cleaned clarifier, launder - outer ring etc. TK</b>			
1/6/2020	DB-202	Quarterly Sediment Trap Maintenance	907.01	Scheduled
<b>Note</b>	<b>No visible sediment; no visible gas leaks; Historically there has never been any sediment in the trap. TS</b>			
1/7/2020	AT-105	Weekly D.O Sensor Maintenance	980.01	Scheduled
<b>Note</b>	<b>Task complete, TK</b>			
1/7/2020	LB-125	Weekly Eyewash & Shower Exercise	982.01	Scheduled
<b>Note</b>	<b>Task complete, TS</b>			
1/7/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	985.01	Scheduled
<b>Note</b>	<b>Oil in range; V-belts are good; TS/TK</b>			
1/7/2020	GB-104	Weekly Grit Classifier Maintenance	986.01	Scheduled
<b>Note</b>	<b>Task complete, TK</b>			
1/7/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	988.01	Scheduled
<b>Note</b>	<b>Task Complete; Had to unclog water drain line. TK</b>			
1/7/2020	LB-129	Weekly Vacuum Pump Maintenance	991.01	Scheduled
<b>Note</b>	<b>Oil ok - minimal moisture. TS</b>			
1/7/2020	GB-101	Weekly Fine Maintenance	992.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; Raptor still needs weld repairs; Solenoids in working order; TK/TS</b>			
1/7/2020	SB-201	Weekly Composite Sampler Maintenance	993.01	Scheduled
<b>Note</b>	<b>Cleaned in/out; temps OK; TK</b>			
1/7/2020	TB-100	Weekly Thickener Building Housekeeping	997.01	Scheduled
<b>Note</b>	<b>Mopped floor; lighting OK; TK</b>			
1/7/2020	TB-104	Weekly Charter Thckener Maintenance	998.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; oil in range, wear rings nearing the end; lighting ok; TS/TK</b>			
1/7/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	1000.01	Scheduled
<b>Note</b>	<b>HW gas alarm; called correctly. CSM/TK/TS</b>			
1/7/2020	UV-100	Weekly UV Maintenance	1001.01	Scheduled
<b>Note</b>	<b>Hosed &amp; pulled each UV rack &amp; cleaned; cleared trough &amp; channel; TS/TK</b>			
1/7/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	976.01	Scheduled
<b>Note</b>	<b>Task complete, CSM</b>			
1/8/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	981.01	Scheduled
<b>Note</b>	<b>Task complete, Nothing unusual to note. TK</b>			
1/8/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	978.01	Scheduled
<b>Note</b>	<b>Cleaned toilet; swept. CSM</b>			
1/9/2020	DB-200	Annual Gas Mixer Maintenance	938.01	Scheduled
<b>Note</b>	<b>Changed the oil, greased both zerks, and inspected the V-belt for tension and wear-ok. TS/CM</b>			
1/9/2020	DB-200	Weekly Gas Mixer Maintenance	937.01	Scheduled
<b>Note</b>	<b>Oil was changed and zerks were greased. CM/TS</b>			
1/9/2020	DB-200	Annual Gas Mixer Maintenance	935.01	Scheduled
<b>Note</b>	<b>Changed the oil, greased both zerks, and inspected the V-belt for tension and wear-ok. TS/CM</b>			
1/9/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	977.01	Scheduled
<b>Note</b>	<b>Cables and fasteners ok. No unusual noise or vibrations or oil leaks. Amps were 6.4, 6.1, and 6.1. CSM</b>			
1/9/2020	Digester Building Basement	Weekly Digester Building Housekeeping	972.01	Scheduled
<b>Note</b>	<b>Swept - CSM</b>			
1/9/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	973.01	Scheduled
<b>Note</b>	<b>Hosed Floor. TK</b>			

Completed	Equipment Number	Task	WO #	Type
1/9/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	984.01	Scheduled
<b>Note</b>	<b>Swept floor; lighting is ok. TS</b>			
1/9/2020	Tool Room	Weekly Storage Room.	999.01	Scheduled
<b>Note</b>	<b>Swept. TK</b>			
1/9/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	996.01	Scheduled
<b>Note</b>	<b>Task complete. TS</b>			
1/9/2020	Boiler Room	Boiler Room Housekeeping	987.01	Scheduled
<b>Note</b>	<b>Swept floor; lighting is ok. TS</b>			
1/9/2020	Laboratory/ Office	Laboratory Housekeeping	989.01	Scheduled
<b>Note</b>	<b>Swept floor;TS</b>			
1/9/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	995.01	Scheduled
<b>Note</b>	<b>Task complete. TS</b>			
1/9/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	994.01	Scheduled
<b>Note</b>	<b>Swept; CSM</b>			
1/9/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	990.01	Scheduled
<b>Note</b>	<b>TSS - Logged &amp; recorded; Waiting for BODs to run off next week; Influent &amp; gluc. TS</b>			
1/9/2020	DB-200	Weekly Gas Mixer Maintenance	983.01	Scheduled
<b>Note</b>	<b>Oil level OK; V-belts appear OK; runs every day for 1/2 hour. TS</b>			
1/9/2020	UV-100	Monthly Trojan 3000 UV Maintenance	1009.01	Scheduled
<b>Note</b>	<b>Pulled each rack and check for proper ;amp operations, brushed and hosed the effluent weir and effluent channel. TS/TK</b>			
1/10/2020	Headworks Building	Weekly Headworks Housekeeping	971.01	Scheduled
<b>Note</b>	<b>Hosed down floor and walls. TS</b>			
1/10/2020	SA-102	Portland Monthly Emergency Lighting Checks	974.01	Scheduled
<b>Note</b>	<b>Light in Lab, headworks building not working. These need to be corrected as it is an OSHA violation. TS</b>			
1/10/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	979.01	Scheduled
<b>Note</b>	<b>Hosed the weirs, launders, baffles and inner ring. TS</b>			
1/10/2020	GB-101	Monthly Fine Screen Maintenance	975.01	Scheduled
<b>Note</b>	<b>Found broken basket bar, needs welding; no leaks or unusual noise; clean water filter, checked floats, workink OK; solenoid valves working; lights working; AMps were L1=2, I2 = 2.1, L3 = 2.3, unit back in service. TS/TK</b>			
1/12/2020	Digester Building Basement	Weekly Digester Building Housekeeping	1004.01	Scheduled
<b>Note</b>	<b>Floor had water from all of the rain so the floor was mopped. Lighting ok. TS</b>			
1/13/2020	TB-104	Weekly Charter Thckener Maintenance	1032.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; oil in range, wear rings nearing the end; lighting ok, polymer media was cleaned; TS/TK</b>			
1/13/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	1005.01	Scheduled
<b>Note</b>	<b>Inspected room and its ok. Task complete. TK</b>			
1/13/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	1018.01	Scheduled
<b>Note</b>	<b>Room in good condition. Task complete. TK</b>			
1/13/2020	Boiler Room	Boiler Room Housekeeping	1021.01	Scheduled
<b>Note</b>	<b>Room in good condition, task complete. TK</b>			
1/13/2020	Tool Room	Weekly Storage Room.	1033.01	Scheduled
<b>Note</b>	<b>Swept. TK</b>			
1/13/2020	TB-100	Weekly Thickener Building Housekeeping	1031.01	Scheduled
<b>Note</b>	<b>Was water on the floor so it was mopped; lighting OK; TK</b>			
1/13/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	1012.01	Scheduled
<b>Note</b>	<b>Cleaned toilet and sink. TK</b>			
1/13/2020	AT-105	Weekly D.O Sensor Maintenance	1014.01	Scheduled
<b>Note</b>	<b>Pulled and cleaned the LDO sensor. TK</b>			
1/13/2020	LB-125	Weekly Eyewash & Shower Exercise	1016.01	Scheduled
<b>Note</b>	<b>Task complete, TK</b>			
1/13/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	1019.01	Scheduled
<b>Note</b>	<b>Oil in range; V-belts are good; TK</b>			

Completed	Equipment Number	Task	WO #	Type
1/13/2020	LB-129	Weekly Vacuum Pump Maintenance	1025.01	Scheduled
<b>Note</b>	<b>Oil ok - minimal moisture. TK</b>			
1/13/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	1028.01	Scheduled
<b>Note</b>	<b>Swept and mopped the floor, lighting is ok. TS</b>			
1/13/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	1029.01	Scheduled
<b>Note</b>	<b>Swept, mopped and removed cob webs. Lighting is ok. TS</b>			
1/13/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	1030.01	Scheduled
<b>Note</b>	<b>Swept and removed cob webs. Hosed the floor, lighting is ok. TS</b>			
1/13/2020	Digester Building Basement	Weekly Digester Building Housekeeping	1003.01	Scheduled
<b>Note</b>	<b>Swept and mopped the floor, lighting is ok. One lighting unit cuts out once in a while. TS</b>			
1/14/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	1011.01	Scheduled
<b>Note</b>	<b>Cables and fasteners ok. No unusual noise or vibrations or oil leaks. TS</b>			
1/14/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	1010.01	Scheduled
<b>Note</b>	<b>Bumped diffusers and drained condensation from each air header. TS</b>			
1/14/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	1015.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibration, drained condensation from each worm gear, skimmer arms and drive appear to be operating correctly. TS</b>			
1/14/2020	DB-200	Weekly Gas Mixer Maintenance	1017.01	Scheduled
<b>Note</b>	<b>V-belts and oil level ok. TS</b>			
1/14/2020	GB-104	Weekly Grit Classifier Maintenance	1020.01	Scheduled
<b>Note</b>	<b>Removed scum build up from classifier, oil level ok, safety cover in place, and no unusual noise or vibrations. TS</b>			
1/14/2020	SB-201	Weekly Composite Sampler Maintenance	1027.01	Scheduled
<b>Note</b>	<b>Cleaned in/out; temps OK; TS</b>			
1/14/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	1022.01	Scheduled
<b>Note</b>	<b>Safety covers in place, no unusual noise or vibration, external temps are warm to the touch and not hot. TS</b>			
1/14/2020	Headworks Building	Weekly Headworks Housekeeping	1002.01	Scheduled
<b>Note</b>	<b>Lighting and ventilation ok, grating is in place, hosed the floor. The MUA-1 has had some heating issues lately we are troubleshooting the issue. TS</b>			
1/14/2020	UV-100	Weekly UV Maintenance	1035.01	Scheduled
<b>Note</b>	<b>Lamps are all working. TS</b>			
1/14/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	1034.01	Scheduled
<b>Note</b>	<b>We had an actual headworks oxygen alarm and the alarm called out as it was programmed to. TS</b>			
1/14/2020	GB-101	Weekly Fine Maintenance	1026.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; Raptor still needs weld repairs; Solenoids in working order; TS</b>			
1/15/2020	Laboratory/ Office	Laboratory Housekeeping	1023.01	Scheduled
<b>Note</b>	<b>Swept, mopped, cleaned counters and equipment. Lighting is ok. TK/TS</b>			
1/15/2020	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	1007.01	Scheduled
<b>Note</b>	<b>Greased #1 &amp; #2 recirc pumps; amp draw normal; no unusual noise or vibrations. TS</b>			
1/16/2020	GB-111	Monthly MUA-1 Maintenance	1036.01	Scheduled
<b>Note</b>	<b>Found a broken V-belt so it was replaced. We removed debris from inside the unit, removed and cleaned the coils and the filter was clean. TS/CM</b>			
1/17/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	1024.01	Scheduled
<b>Note</b>	<b>pH and fecal duplicates were analyzed, recorded and graphed. TK</b>			
1/17/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	1013.01	Scheduled
<b>Note</b>	<b>Hydrant is frozen. TS</b>			
1/17/2020	FC-100	Monthly East & West Secondary Clarifier Maintenance	1006.01	Scheduled
<b>Note</b>	<b>Greased zerks, lubricated drive chains, no unusual noise or vibrations, and test each torque overload. TS</b>			
1/20/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	1064.01	Scheduled
<b>Note</b>	<b>Hosed floor down after troubleshoot NP pump, lighting is ok. TS</b>			

Completed	Equipment Number	Task	WO #	Type
1/20/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	1055.01	Scheduled
<b>Note</b>	<b>Safety covers in place, no unusual noise or vibration, external temps are warm to the touch and not hot, packing glands are ok. TS</b>			
1/20/2020	GB-101	Weekly Fine Maintenance	1061.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; Raptor still needs weld repairs; Solenoids in working order; removed excess debris from the auger. TS</b>			
1/20/2020	TB-104	Weekly Charter Thckener Maintenance	1067.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; oil in range, wear rings nearing the end; lighting ok, greased sieve drum drives, spray nozzles cleaned and polymer media is ok; TS/TK</b>			
1/20/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	1069.01	Scheduled
<b>Note</b>	<b>Tested with an over torque alarm on the clarifier and it operated and called out accordingly. TS</b>			
1/20/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	1052.01	Scheduled
<b>Note</b>	<b>Oil in range; V-belts are good; TK</b>			
1/20/2020	LB-129	Weekly Vacuum Pump Maintenance	1060.01	Scheduled
<b>Note</b>	<b>Task complete. TK</b>			
1/20/2020	SB-202	Weekly NP Booster System Maintenance	1058.01	Scheduled
<b>Note</b>	<b>#1 one pump had an over temp alarm so the air was removed from the system and it appears to be working properly now. TK</b>			
1/20/2020	LB-125	Weekly Eyewash & Shower Exercise	1049.01	Scheduled
<b>Note</b>	<b>Task complete, TK</b>			
1/20/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	1045.01	Scheduled
<b>Note</b>	<b>Task complete. TK</b>			
1/20/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	1042.01	Scheduled
<b>Note</b>	<b>Inspected room and its ok. The floor and the walls need to be repainted.Task complete. TK</b>			
1/20/2020	Laboratory/ Office	Laboratory Housekeeping	1056.01	Scheduled
<b>Note</b>	<b>Room in good condition, task complete. TK</b>			
1/20/2020	Tool Room	Weekly Storage Room.	1068.01	Scheduled
<b>Note</b>	<b>The floors and walls need to be repainted. Task complete. TK</b>			
1/21/2020	TB-100	Weekly Thickener Building Housekeeping	1066.01	Scheduled
<b>Note</b>	<b>Mopping up the water on the floor daily to assist with keeping the room dry, organized tool, and lighting is ok. TS</b>			
1/21/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	1063.01	Scheduled
<b>Note</b>	<b>Swept and mopped up the snow melt. Lighting ok. TS</b>			
1/21/2020	Aeration Tanks	Weekly Areation & Diffuser Maintenance	1043.01	Scheduled
<b>Note</b>	<b>Bumped diffusers and drained condensation from each air header. TS</b>			
1/21/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	1065.01	Scheduled
<b>Note</b>	<b>Lights ok, washed down the floor and the stairway. TS</b>			
1/21/2020	Headworks Building	Weekly Headworks Housekeeping	1038.01	Scheduled
<b>Note</b>	<b>Lighting and ventilation ok, grating is in place, hosed the floor, and the MUA-1 is operating properly. TS TS</b>			
1/21/2020	Digester Building Basement	Weekly Digester Building Housekeeping	1040.01	Scheduled
<b>Note</b>	<b>Lighting is ok, removed cob webs, sump pumps are operational. TS</b>			
1/21/2020	DB-200	Weekly Gas Mixer Maintenance	1050.01	Scheduled
<b>Note</b>	<b>V-belts and oil level ok, no unsuual noise or vibration. TS</b>			
1/21/2020	SB-201	Weekly Composite Sampler Maintenance	1062.01	Scheduled
<b>Note</b>	<b>Cleaned in/out; temps OK; TS</b>			
1/21/2020	GB-104	Weekly Grit Classifier Maintenance	1053.01	Scheduled
<b>Note</b>	<b>Removed scum build up from classifier, oil level ok, safety cover in place, and no unusual noise or vibrations, indicator lights are working. TS</b>			
1/21/2020	UV-100	Weekly UV Maintenance	1070.01	Scheduled
<b>Note</b>	<b>Lamps are all working. TS</b>			
1/21/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	1051.01	Scheduled
<b>Note</b>	<b>Room in good condition. Task complete. TK</b>			
1/21/2020	Boiler Room	Boiler Room Housekeeping	1054.01	Scheduled
<b>Note</b>	<b>Room in good condition, task complete. TK</b>			

Completed	Equipment Number	Task	WO #	Type
1/23/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	1048.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibration, drained condensation from each worm gear, skimmer arms and drive appear to be operating correctly. TS</b>			
1/23/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	1044.01	Scheduled
<b>Note</b>	<b>Task complete. TK</b>			
1/23/2020	AT-105	Weekly D.O Sensor Maintenance	1047.01	Scheduled
<b>Note</b>	<b>Cleaned the unit. TK</b>			
1/24/2020	SB-202	Weekly NP Booster System Maintenance	1059.01	Scheduled
<b>Note</b>	<b>Fecal &amp; pH duplicate analysis logged and graphed. TS/TK</b>			
1/24/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	1046.01	Scheduled
<b>Note</b>	<b>Yard Hydrant still frozen. We will continue to attempt to thaw it. TS</b>			
1/24/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	1057.01	Scheduled
<b>Note</b>	<b>pH and fecal duplicates were analyzed, recorded and graphed. TK</b>			
1/27/2020	Laboratory QA/QC Program	Monthly QAQC Data & Analysis Checks	1008.01	Scheduled
<b>Note</b>	<b>Duplicates and spike were analyzed and graphed for the month. TS/TK</b>			
1/27/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	1077.01	Scheduled
<b>Note</b>	<b>Sprayed the froth down, task complete. TK/TS</b>			
1/27/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	1079.01	Scheduled
<b>Note</b>	<b>Hosed the weirs, baffles, launder and inner ring down. TK</b>			
1/27/2020	AT-105	Weekly D.O Sensor Maintenance	1080.01	Scheduled
<b>Note</b>	<b>Cleaned the unit. The laboratory bench top and the aeration sensor reading close to each other. TK</b>			
1/27/2020	UV-100	Weekly UV Maintenance	1097.01	Scheduled
<b>Note</b>	<b>Lamps are all working. Hosed and cleaned the racks, effluent channel and weir. TS/TK</b>			
1/27/2020	LB-130	Total Phosphorus Calibration Curve	1039.01	Scheduled
<b>Note</b>	<b>Made 50 mg/l phos 5m/L phos STD's; made all new reagents and created a new TP curve. Charted and graphed the curve. TS</b>			
1/27/2020	SB-302	Monthly Influent Pump Maintenance	904.03	Scheduled
<b>Note</b>	<b>Pulled the pump and inspection cover on the check valve and removed rags and other debris from the pump. TS/CM We performed a LOTO on each pump before servicing.</b>			
1/27/2020	SB-301	Monthly Influent Pump Maintenance	904.02	Scheduled
<b>Note</b>	<b>Pulled the pump and inspection cover on the check valve and removed rags and other debris from the pump. TS/CM We performed a LOTO on each pump before servicing.</b>			
1/28/2020	TB-100	Weekly Thickener Building Housekeeping	1093.01	Scheduled
<b>Note</b>	<b>Lighting ok and mopped the floor. TK</b>			
1/28/2020	Headworks Building	Weekly Headworks Housekeeping	1071.01	Scheduled
<b>Note</b>	<b>Oxygen sensor is OOS so when that get replaced we will clean the building. TK</b>			
1/28/2020	LB-125	Weekly Eyewash & Shower Exercise	1082.01	Scheduled
<b>Note</b>	<b>Task complete, TK</b>			
1/28/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	1085.01	Scheduled
<b>Note</b>	<b>Safety covers in place, no unusual noise or vibration, external temps are warm to the touch and not hot, packing glands are ok. TK</b>			
1/28/2020	GB-101	Weekly Fine Maintenance	1088.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; Raptor still needs weld repairs; Solenoids in working order; removed excess debris from the auger. TK</b>			
1/28/2020	SB-201	Weekly Composite Sampler Maintenance	1089.01	Scheduled
<b>Note</b>	<b>Cleaned in/out; temps OK; TK</b>			
1/29/2020	TB-104	Monthly Thickener Maintenance	1075.01	Scheduled
<b>Note</b>	<b>Oil buffer chamber are full, and gear box oil in range, pump oil is in range, and the drive couplers have no major wear. Removed cob webs. TK</b>			
1/30/2020	GB-109	Annual Headworks Gas Monitor Calibration	1037.01	Corrective
<b>Note</b>	<b>Oudbier Instrument was on site to replace the oxygen sensor and calibrate the unit. CM</b>			
1/30/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	1087.01	Scheduled
<b>Note</b>	<b>Analysis are complete. TK</b>			

Completed	Equipment Number	Task	WO #	Type
1/30/2020	Laboratory/ Office	Laboratory Housekeeping	1086.01	Scheduled
<b>Note</b>	<b>Task complete. TK</b>			
1/30/2020	Boiler Room	Boiler Room Housekeeping	1084.01	Scheduled
<b>Note</b>	<b>Room in good condition, task complete. TK</b>			
1/30/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	1083.01	Scheduled
<b>Note</b>	<b>Room in good condition. Task complete. TK</b>			
1/30/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	1078.01	Scheduled
<b>Note</b>	<b>Task complete. TK</b>			
1/30/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	1076.01	Scheduled
<b>Note</b>	<b>Purged diffusers and reset the butterfly valves to normal operating position. TK</b>			
1/30/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	1074.01	Scheduled
<b>Note</b>	<b>Inspected room and its ok. The floor and the walls need to be repainted.Task complete. TK</b>			
1/30/2020	Tool Room	Weekly Storage Room.	1095.01	Scheduled
<b>Note</b>	<b>The floors and walls need to be repainted. Task complete. TK</b>			
1/30/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	1092.01	Scheduled
<b>Note</b>	<b>Swept, task complete. TK</b>			
1/30/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	1091.01	Scheduled
<b>Note</b>	<b>Swept, task complete. TK</b>			
1/30/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	1090.01	Scheduled
<b>Note</b>	<b>Swept, task complete. TK</b>			
1/31/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	1096.01	Scheduled
<b>Note</b>	<b>Test with a low level influent wet well alarm. TS</b>			
1/31/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	1081.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibration, drained condensation from each worm gear, skimmer arms and drive appear to be operating correctly. TS</b>			
1/31/2020	Digester Building Basement	Weekly Digester Building Housekeeping	1041.01	Scheduled
<b>Note</b>	<b>Lighting is ok, swept, sump pumps are operational. TS</b>			
1/31/2020	TB-104	Weekly Charter Thckener Maintenance	1094.01	Scheduled
<b>Note</b>	<b>No unusual noise or vibrations; oil in range, wear rings nearing the end; lighting ok, greased, spray nozzles cleaned and polymer media is ok; TS</b>			

# IONIA COUNTY BOARD OF COMMISSIONERS

March 10, 2020 3:00 p.m.

Board of Commissioners Room  
Ionia County Administrative Building

## AGENDA

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Invocation**
- IV. **Approval of Agenda**
  - A. Consideration of additional items
- V. **Public Comment**

(3 minute time limit per speaker – please state name/organization)
- VI. **Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
  - B. Approve Road Department Payroll and Accounts Payable
  - C. Approve Health Department Payroll and Accounts Payable
- VII. **Unfinished Business**
  - A. Prosecuting Attorney Department Report
- VIII. **New Business**
  - A. Request approval to Hire Part-Time Caseworker-COA
  - B. Request approval to Hire Part-Time Food Service Aide-COA
  - C. Request approval of Maternal/Infant Support Services Consultant Agreement
  - D. Request approval of Letter of Agreement between MSHN and ICHD that will give ICHD reimbursement for expenses relating to State Opioid Response Grant
  - E. Request approval to Hire Outreach Worker-ICHD
  - F. Request approval of agreement for Sheriff's Office Services between The Village of Clarksville and County of Ionia
  - G. Request approval of agreement for Additional Sheriff's Office Services between Orleans Township and County of Ionia
  - H. Request approval of Contract Award for Roadside Mowing
  - I. Request approval of Disposal of Chainsaw Disposal
  - J. Request approval of Bid Extension for Guardrail Supplies

**IX. Reports of Officers, Boards, and Standing Committees**

- A. Chairperson
- B. Board of Commissioners report
- C. County Administrator
- D. Road Department Report

**X. Reports of Special or Ad Hoc Committees**

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

**XII. Closed Session**

- A. Central Dispatch Union
- B. Corrections Command Union

**XIII. Adjournment**

**Board and/or Commission Vacancies**

- Construction Board of Appeals – One two-year terms, expired October 2019. This position serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three-year term expiring April 2020.
- West Michigan Regional Planning Commission – Two one-year terms, expired December 2019.
- Tax Advisory Board – One –one year term expiring 2020
- Commission on Aging Board – one – three year term expiring September 2020

**Appointments for consideration in the month of March 2020:**

- Community Mental Health Services Board-Four-three year terms expires March 2020

**Appointments for consideration in the month of April 2020:**

- Economic Development Corporation/Brownfield Redevelopment Authority: Three-three year terms expires April 2020
- Land Bank Authority : One-three year term expires April 2020

**IONIA COUNTY BOARD OF COMMISSIONERS**  
**BOARD OF COMMISSIONERS MEETING/DEPARTMENT REPORTING**  
**MARCH 17, 2020 - 3:00 P.M.**  
**IONIA COUNTY ROAD DEPARTMENT**  
**170 E. RIVERSIDE DRIVE**  
**IONIA, MI 48846**

**AGENDA**

- I. Call to Order**
  
- II. Pledge of Allegiance**
  
- III. Invocation**
  
- IV. Approval of Agenda**
  - A. Consideration of additional items
  - B.
  
- V. Public Comment**  
(3 minute time limit per speaker – please state name/organization)
  
- VI. Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
  - B. Approve Road Department Payroll and Accounts Payable
  - C.
  
- VII. Unfinished Business**
  - A.
  - B.
  
- VIII. New Business**
  - A. Acknowledgement of Requests for The Right Door Board Members
  - B. Resolution of Juanita Mills
  - C. Request approval of E911 Operating Surcharge Ballot Proposal—Central Dispatch
  - D. Request approval to hire Part-Time Summer Employees-Road Department
  - E. Request approval for Equipment Financing-Road Department
  - F. Request approval for Contract Award for Roadside Brush Spraying-Road Department
  - G. Request approval for Contract Award for Street Sweeping-Road Department
  - H.
  
- IX. Department Reports**
  - A. Central Dispatch

- B. Public Defenders Office
- C. MSU Extension
- D. ICEA
- E.

**X. Reports of Officers, Boards, and Standing Committees**

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

**XI. Reports of Special or Ad Hoc Committees**

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

**XIII. Closed Session**

- A.

**XIV. Adjournment**

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**Appointments for consideration in the month of March 2020:**

- Community Mental Health Services Board-Four-three year terms expires March 2020

**Appointments for consideration in the month of April 2020:**

- Economic Development Corporation/Brownfield Redevelopment Authority: Three-three year terms expires April 2020
- Land Bank Authority : One-three year term expires April 2020

**Appointments for consideration in the month of May 2020:**

- none

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-20697**

- Consumers Energy Company requests Michigan Public Service Commission's approval for authority to increase its rates for the generation and distribution of electricity and for other relief.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

**DATE/TIME:**      **Monday, March 23, 2020, at 9:00 AM**

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

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

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) February 27, 2020 application of Consumers Energy Company for authority to increase its rates for the generation and distribution of electricity. Consumers Energy seeks Commission's approval: 1) to adjust its retail electric rates so as to provide additional revenue of \$244 million annually above levels established in Case No. U-20134 based on a projected 12-month test year ending December 31, 2021 and at the time of implementation of such rates, terminate the Calculation C electric credit, consistent with the Commission's September 26, 2019 Order in Case No. U-20309 et al; 2) to adjust its existing retail electric rates so as to produce a rate of return on common equity of not less than 10.50%; 3) of the proposed Demand Response, Financial Compensation Mechanism (FCM), and Conversation Voltage Reduction (CVR) incentive surcharges, and the deferred revenue requirement of certain distribution capital spending; 4) of modification to rates, rules, and regulations; 5) for accounting requests and regulatory asset treatment, as appropriate, related to: (i) the deferred distribution capital spending recovery mechanism; (ii) deferral of the Karn Units 1 and 2 retention and separation costs; (iii) the PowerMIFleet Pilot Program

deferred accounting proposal; (iv) the proposal to recover an incentive for CVR; (v) the deferred Service Restoration cost proposal; (vi) the FCM revenue recovery proposal; and (vii) Cloud Computing; and 6) other and further relief .

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by March 18, 2020. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

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

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

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

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

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

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