



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

7:00 P.M. Monday, April 20, 2020

Via Virtual Zoom Meeting ID# 952 4912 1427

Pursuant to Michigan Governor's Executive Orders 2020-15 and 2020-21

<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></b> (5-minute time limit per speaker)	
7:10 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u></b> – None	
	<b>VII. <u>Public Hearing(s)</u></b> – None	
	<b>VIII. <u>Old Business</u></b> - None	
	<b>IX. <u>New Business</u></b>	
7:20 PM	<b>A.</b> Proposed Resolution 20-24 Approving, Authorizing, and Directing the Mayor and Clerk to Sign Ambulance Services Agreements with Danby Township, Portland Township, Westphalia Township, Orange Township, Lyons Township, The Village of Westphalia, the Village of Pewamo, and Sebewa Township and Approving the Care Plan Membership Agreement Form	Decision
7:23 PM	<b>B.</b> Proposed Resolution 20-25 Setting a Public Hearing on the Proposed Budget Proposed for Fiscal Year 2020-2021	Decision
7:25 PM	<b>C.</b> Proposed Resolution 20-26 Approving a Compensation Adjustment for the Board of Light and Power	Decision
7:27 PM	<b>D.</b> Proposed Resolution 20-27 Approving Michigan Pavement Markings LLC's Bid for 2019 Street Painting	Decision
7:30 PM	<b>X. <u>Consent Agenda</u></b>	Decision
	<b>A.</b> Minutes & Synopsis from the Regular City Council Meeting on April 6, 2020	
	<b>B.</b> Payment of Invoices in the Amount of \$132,922.86 and Payroll in the Amount of \$106,235.63 for a Total of \$239,158.49	
	<b>C.</b> Purchase Orders over \$5,000.00 – None	
	<b>XI. <u>Communications</u></b>	
	<b>A.</b> Planning Commission Resolution	
	<b>B.</b> Water Department Report for March 2020	
	<b>C.</b> Ionia County Board of Commissioners Agenda for April 14, 2020	

**Estimated  
Time**

7:33 PM

7:35 PM

7:40 PM

7:45 PM

**D. MPSC Notice of Hearing for Consumers Energy**

**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. 20-24**

**A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE MAYOR AND CLERK TO SIGN AMBULANCE SERVICES AGREEMENTS WITH DANBY TOWNSHIP, PORTLAND TOWNSHIP, WESTPHALIA TOWNSHIP, ORANGE TOWNSHIP, LYONS TOWNSHIP, THE VILLAGE OF WESTPHALIA, THE VILLAGE OF PEWAMO, AND SEBEWA TOWNSHIP AND APPROVING THE CARE PLAN MEMBERSHIP AGREEMENT FORM**

**WHEREAS**, the City provides ambulance service to various political subdivisions through the Portland Area Ambulance Service; and

**WHEREAS**, those political subdivisions that would like the City to provide ambulance service to their citizens must sign a copy of the 2020-2021 Ambulance Services Agreement, a copy of the proposed agreement is attached as Exhibit A; and

**WHEREAS**, households within may participate in the Portland Ambulance Care Plan Subscription Service to limit their out-of-pocket expenses for the uninsured portions of their ambulance bills, a copy of the Membership Application/Agreement Form is attached as Exhibit B.

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

1. The Portland City Council approves, authorizes, and directs the Mayor and Clerk to sign the ambulance services agreement with those Political Subdivisions that desire service in a form substantially the same as the copy which is attached as Exhibit A.
2. The Portland City Council approves the Membership Application/Agreement Form attached as Exhibit B.
3. 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:** April 20, 2020

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

# **PORTLAND AMBULANCE SERVICE AGREEMENT**

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between the CITY OF PORTLAND, Ionia County, Michigan, a Michigan Municipal Corporation, hereafter referred to as CITY, and

1. THE TOWNSHIP OF DANBY, and
2. THE TOWNSHIP OF PORTLAND, and
3. THE TOWNSHIP OF WESTPHALIA, and
4. THE TOWNSHIP OF ORANGE, and
5. THE TOWNSHIP OF LYONS, and
6. THE VILLAGE OF WESTPHALIA, and
7. THE VILLAGE OF PEWAMO, and
8. THE TOWNSHIP OF SEBEWA,

all being Michigan Municipal Corporations and hereinafter collectively referred to as Political Subdivisions.

WHEREAS, the above named Political Subdivisions are desirous of providing ambulance service to their residents through the PORTLAND AMBULANCE SERVICE, which is owned and operated by the CITY.

NOW, THEREFORE, in consideration of mutual promises, services, and sums of money hereinafter provided, the parties agree as follows:

## **THE CITY SHALL:**

1. Purchase, maintain, equip, and house two (2) vehicles suitable to be used as ambulances.
2. Employ EMERGENCY MEDICAL TECHNICIANS to operate said ambulances.
3. Train said EMERGENCY MEDICAL TECHNICIANS to meet all Federal, State, and Local requirements.
4. Purchase and carry all necessary and normal insurance for ambulance business.
5. Compile an annual report showing the following:
  - a. Number of runs to assist patients who reside in each Political Subdivision and the number of runs in each Political Subdivision to assist patients who reside outside of the entire district covered by this contract.
  - b. The total of revenues and expenses of operating the Ambulance Service, and the gain or loss for that period.
6. Maintain accounts and records for all transactions of the Ambulance Service, which will be audited as part of the City's annual audit. A copy of the City's audit will be made available to each Political Subdivision, upon request.

7. Make all services of the ambulance department available to any and all residents in the territory of all parties.
8. Provide a subscription agreement to each Political Subdivision to allow its residents the option of participating in the ambulance service according to the terms and conditions of the Portland Emergency Care Plan, a copy of which is attached and is incorporated by reference. This subscription plan for ambulance service shall commence at 12:01 a.m. on the **1<sup>st</sup> day of July 2020** and shall run for a period of one year.
9. Each Political Subdivision agrees to be responsible for the mailing of the Portland Emergency Care Plan to all households in their political subdivision.
10. The CITY and the Political Subdivisions agree to pay a \$13.00 per capita charge for each of their residents, based on the 2010 Census, which will be deposited into the Ambulance Fund. The Ambulance Department retains the right to bill all patients for all ambulance calls and to retain all funds collected by such billing. Political Subdivisions will not be billed for individual ambulance runs into their respective Political Subdivision.

The Political Subdivisions agree that the sums paid by the Political Subdivision to the CITY are in consideration of the CITY providing ambulance service to their jurisdiction during the contract term and are not refundable. Funds paid for ambulance service under this agreement do not create any ownership rights or equity interests in the CITY's Ambulance Department assets, vehicles, equipment, accounts receivable or any other present or future accounts thereof.

THE PARTIES MUTUALLY AGREE THAT:

11. Services rendered to a resident of any of the parties hereto by an ambulance service other than Portland Ambulance Service shall not be construed as services provided hereunder and the City shall assume no responsibility for the payment of such services.
12. That the City will be responsible for the collection of rates and charges for ambulance service it provides in the Political Subdivisions and is entitled to keep all proceeds.
13. This Agreement supersedes all prior Ambulance Service agreements between the parties. However, nothing contained herein will be interpreted to prevent the City from the collecting on any unpaid accounts, including any unpaid charges of a Political Subdivision.
14. That the payment by the Political Subdivision to the City shall create no agency relationship between parties, nor will the Political Subdivision have any supervision or control over the City's manner of conducting its ambulance business.
15. The terms of this agreement shall commence at 12:01 a.m. **on the 1<sup>st</sup> day of July, 2020**, and shall run for a period of one year from the date thereof, and from month to month thereafter until terminated by mutual consent or by any party giving the other at least **sixty (60) days** written notice of its desire to terminate.
16. That should any provision of this agreement be unenforceable, void, or contrary to public policy as set forth in any statute or in any case decided by an appellate or supreme court in the State of Michigan,

that such provision shall be severed from the remainder of this Agreement, and shall have no force and effect upon remaining provisions not so affected by such legislative or judicial action.

17. It is further agreed that the City shall hold the Political Subdivision harmless for any liability said Political Subdivision might suffer due to acts or omissions of the City's employees in the performance of their duties under this contract.

IN WITNESS WHEREOF, THE PARTIES HERETO SET THEIR HANDS THE DAY AND YEAR FIRST ABOVE WRITTEN AND CERTIFY THAT EACH HAS EXECUTED THIS AGREEMENT AFTER BEING DULY AUTHORIZED BY RESOLUTION OF THEIR RESPECTIVE LEGISLATIVE BODY AT A MEETING OF SUCH BODY CALLED FOR SUCH A PURPOSE.

THE CITY OF PORTLAND

BY RESOLUTION OF ITS CITY COUNCIL

By \_\_\_\_\_  
Mayor James E. Barnes

Dated \_\_\_\_\_

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

The \_\_\_\_\_

BY RESOLUTION OF ITS \_\_\_\_\_

By \_\_\_\_\_

Dated \_\_\_\_\_

By \_\_\_\_\_

**PORTLAND AMBULANCE EMERGENCY CARE PLAN  
Membership Application/Agreement Form**

Head of Household: \_\_\_\_\_ Social Security # \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
 Township/Village: \_\_\_\_\_ Renewal: Yes No Employer: \_\_\_\_\_

**Other Eligible\* Household Members:**

Name	Birth Date	Social Security Number	Employer
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

**Insurance Information:**

Head of Household Medicare #'s: \_\_\_\_\_ Medicaid #'s: \_\_\_\_\_  
 Spouse Medicare #'s: \_\_\_\_\_ Medicaid #'s: \_\_\_\_\_

Commercial Insurance Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
 Group Number: \_\_\_\_\_ Name of Insured: \_\_\_\_\_

Commercial Insurance #2: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
 Group Number: \_\_\_\_\_ Name of Insured: \_\_\_\_\_

**Please submit with a copy of all current insurance cards (renewals included)**

**Please read the following agreement and sign below. Payment must accompany form for the agreement to be valid.** I understand that the annual **\$60.00 membership fee** limits my out-of-pocket expenses for the uninsured portion of my ambulance bill(s) for **medically necessary** ambulance transportation provided only by Portland Area Ambulance. I understand that the Emergency Care Plan is not an insurance program and that the Portland Area Ambulance will bill all applicable insurances including supplemental and complemental, for all ambulance services, and will accept as payment in full any payment(s) received from same. **I further understand that ambulance transports deemed to be not a medical emergency are not covered by this Emergency Care Plan and the bill then becomes my responsibility.** I understand that my signature below authorizes Portland Ambulance Service to bill any and all insurance carriers on my behalf and authorizes my insurance carriers to make payments directly to Portland Area Ambulance. Should my insurance carrier send payment(s) to me for any services provided by Portland Area Ambulance, I agree to immediately forward such payment(s) to **MHR PO Box 13247, Lansing, MI 48901-3247**. My signature also allows Portland Ambulance to release any information regarding my ambulance run to my insurance companies for billing purposes. **Membership fees will be collected from May 1, 2020 through June 30, 2020.** Membership is non-transferable and non-refundable. Coverage period is from July 1, 2020 through June 30, 2021.

\*Note: a household is considered all persons claimed on enrolling member's Federal Tax Return for the previous year (2019). Any exception must have approval from the Ambulance Director prior to entering into this agreement.

**I have read and agree to the above statements**

Head of Household: \_\_\_\_\_ Spouse: \_\_\_\_\_  
 Signature Date Signature Date

# PORTLAND AMBULANCE EMERGENCY CARE PLAN

Welcome!

This past year has brought more changes in Medicare laws and health care overall. We at Portland Ambulance are striving to provide you with the best care possible while still adhering to some very stringent federal regulations. If you are a returning subscriber or a new member, we would like to thank you for participating in our program. As always, patient care is our top priority.

The annual fee is \$60.00. **Please read the agreement carefully before you sign it.** Applications must be turned in before the enrollment deadline of June 30, 2020. You will also need to supply us with copies of your insurance cards at that time. This applies to new and renewing members.

## Frequently Asked Questions

**Who can subscribe?** Any household residing in the coverage area of Portland Ambulance Service, regardless of financial status or insurance coverage. All members of the household will be covered under the terms stated in the agreement.

### How do I enroll in the Plan?

1. Carefully read the agreement and fill it out completely. **You may enroll anytime between May 1 and July 1, 2020.** Your enrollment covers medically necessary service from July 1, 2020 through June 30, 2021.
2. Submit your form with payment and copies of your insurance cards to:

City of Portland	OR	Portland Area Ambulance
259 Kent St.		773 E Grand River
Portland MI 48875		Portland MI 48875
Attn: Emergency Care Plan		Attn: Emergency Care Plan

**What does the Plan cover?** The plan covers all medically necessary ambulance runs during the coverage year of July 1, 2020 through June 30, 2021.

**Do I have to renew every year?** Yes. With changes in insurance billing requirements, we must renew your signature and verify your insurance cards every year. This insures correct and efficient billing to your insurance company.

**Can I subscribe if I live in Florida for the winter?** Yes. Your coverage will cover you while you are at your residence in Portland. You must provide us with the months you will be gone, and we will prorate your fees accordingly. Remember, you must enroll before July 1, 2020.

If you have any questions or need further information, please call Phil Gensterblum at 517-647-2935 or contact via email at: **[philg@portland-michigan.org](mailto:philg@portland-michigan.org)**.

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 20-25**

**A RESOLUTION SETTING A PUBLIC HEARING ON THE BUDGET PROPOSED  
FOR FISCAL YEAR 2020-2021**

**WHEREAS**, the City Manager recommends that the City Council schedule a Public Hearing on the Budget proposed for Fiscal Year 2020-2021 on May 4, 2020 at 7:00 P.M. and direct the City Clerk to publish a notice of the hearing at least one week prior to the hearing to comply with the requirements of State Law and the City Charter.

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

1. The City Council approves the scheduling of a public hearing for the 2020-2021 budget on Monday, May 4, 2020 at 7:00 P.M. and directs the City Clerk to publish a notice of the hearing at least one week prior to the hearing to comply with the requirements of State Law and the City Charter.
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:** April 20, 2020

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

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 20-26**

**A RESOLUTION APPROVING A COMPENSATION ADJUSTMENT FOR THE  
BOARD OF LIGHT AND POWER**

**WHEREAS**, pursuant to Section 12.6 of the City Charter, board members of the Board of Light and Power are allowed nominal compensation; and

**WHEREAS**, the current rate of \$75.00 bi-annually was established in 1969; and

**WHEREAS**, after discussing this matter with the Electric Superintendent, the City Manager recommends that City Council approve a compensation adjustment for the Board of Light and Power to \$150.00 bi-annually.

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

1. The Portland City Council approves the City Manager's recommendation to adjust the compensation of the Board of Light and Power to \$150.00 bi-annually.
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:** April 20, 2020

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

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 20-27**

**A RESOLUTION APPROVING MICHIGAN PAVEMENT  
MARKINGS LLC'S BID FOR 2019 STREET PAINTING**

**WHEREAS**, DPW Foreman, Ken Gensterblum sought quotes for 2020 pavement markings and received bids from various contractors; and

**WHEREAS**, DPW Foreman Gensterblum and City staff recommend that the work be awarded to Michigan Pavement Markings LLC for the amount of \$17,877.50, as outlined in the attached Exhibit A.

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

1. The City Council approves the recommendation to award the work to Michigan Pavement Markings LLC for the amount of \$17,877.50, as outlined in the attached Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 20, 2020

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



# PURCHASE ORDER

## City of Portland

P.O. **6055**

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

VENDOR Michigan Pavement Markings LLC  
PO Box 9673  
Wyoming MI 49509

DATE: 4-3-2020

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Pavement Markings 2020	202-463-804,000		\$17,877.50
DEPARTMENT HEAD (UP TO \$500) <u>KG</u>		TOTAL	

MT

Treasurer Initials

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

Solicitation For Sealed Bids

The Portland Dept. of Public Works, 451 Morse Dr, Portland MI 48875 is accepting bids for the following:

Street Painting

Bids will be accepted until March 27, 2020 at the close of the business day. The City of Portland reserves the right to accept the bid as a whole or in part. Please bid each item separately and submit on the form provided.

Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

Stencils to meet the new MDOT standard.

The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	95,000'	waterborne 0.05		4750.00
Skip Yellow	6,000'	0.07		420.00
Solid White-Lane Lines	2,250'	0.05		112.50
Skip White	1,000'	0.07		70.00
Solid White	37,000'	0.05		1850.00
21' Parking Stalls	110	4.00		440.00
18' Parking Stalls	80	4.00		360.00
4" Blue Line	400'	1.00		400.00
Handicap Symbols	8	20.00		160.00
Left Turn Arrows	20	30.00		500.00
Right Turn Arrows	20	30.00		500.00
Combination Arrows	4	55.00		220.00
ONLY Symbols	22	30.00		560.00
24" Stop Bar	1,250'	1.50		1875.00
6" Cross Walk	6,000'	0.50		3000.00
12" Cross Walk Pads	2,500'	1.00		2500.00
School Legends	2	80.00		160.00
			TOTAL	17,877.50

Company Name: Michigan Pavement Markings LLC  
P.O. Box 9673

WYOMING MI 49509

Contact & Number: Shannon Nielsen 616-260-7828

Submitted By: Shannon Nielsen

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, April 6, 2020

Via Zoom Meeting ID# 456 214 393

Pursuant to Michigan Governor's Executive Orders 2020-15 and 2020-21

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

Guests: Kathy Parsons; Mike Judd; Portland Area Fire Authority Chief Tim Krizov; Bob Lathers of The Beacon; Portland Public Schools Superintendent Will Heath; Wayne

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

Mayor Barnes sent his thoughts to all of the residents and business owners adjusting to the current Covid-19 pandemic. He thanked all of the first responders, City Manager and city staff for everything they are doing.

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

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

There was no public comment.

Under City Manager Report, City Manager Gorman thanked City Clerk Miller for working out the technical difficulties for tonight's meeting.

City Manager Gorman explained how the Coronavirus (Covid-19) pandemic is affecting operation in the City of Portland. City staff has transitioned to essential only operations which had been planned ahead of time by organizing into "teams" to mitigate exposure between employees. The lobby and drive thru at City Hall are closed but residents can still use the drop box, mail, email, phone and email services. Only essential meetings are being held at this time. Leaf and brush pickup service is currently suspended but is being evaluated. Water and electric utility shut-offs are suspended at this time. The 2019 income tax filing deadline has been extended to July 31, 2020.

City Manager Gorman further stated that each department in the City of Portland is doing a great job; he expressed his appreciation for all of their efforts.

City Manager Gorman noted that he met with Keith Cook, of Cook Brothers Excavating, to discuss the upcoming Bridge St. realignment project. Construction is expected to begin later this month.

City Manager Gorman stated the City is in the middle of the budget process for the upcoming Fiscal Year 2020-2021 Budget. Consideration is being given to decreased revenues as a downturn in the economy is expected.

Under New Business, the Council considered Resolution 20-16 to authorize the issuance of General Obligation Limited Tax Refunding Bonds in order to take advantage of substantial saving in interest costs to the City. The City will request proposals from financial institutions for the purchase of refunding the bonds.

There was discussion.

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 20-16 to authorize issuance of General Obligation Limited Tax Refunding Bonds, Series 2020.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 20-17 to approve the Portland Area Fire Authority Budget for Fiscal Year 2020-2021.

There was discussion about future planning by the Portland Area Fire Authority to address the accumulated fund balance.

Mayor Pro-Tem VanSlambrouck noted that the Portland Area Fire Authority Board will be evaluating the fund balance going forward.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 20-17 approving the Budget for Fiscal Year 2020-2021 for the Portland Area Fire Authority.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 20-18 and 20-19 for the submission of applications for Local Bridge Program Funds for preventative maintenance of the Bridge St. Bridge over the Grand River and replacement of the Divine Hwy. Bridge over the Looking Glass River.

Motion by Johnston, supported by Sheehan, to approve Resolution 20-18 approving the submittal of an Application for Local Bridge Program funds for preventative maintenance of the Bridge Street Bridge over the Grand River.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 20-19 approving the submittal of an application for Local Bridge Program Funds for replacement of the Divine Highway Bridge over the Looking Glass River.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 20-20 to amend the budget for Fiscal Year 2019-2020. The Finance Director has reviewed current fund balances and expenditures and recommends the proposed budget amendments.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 20-20 to amend the Budget for Fiscal Year 2019-2020.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 20-21 to approve the Board of Light and Power's recommendation to approve a rate study for the Electric Department. The current electric rates became effective in December 2009 and as a matter of prudent practice formal reviews should be performed periodically. At its regularly scheduled meeting on March 31, 2020, the Board of Light and Power approved the rate study to be conducted by Utility Consulting Group, LLC.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 20-21 approving the Board of Light and Power's recommendation to approve a rate study for the Electric Department.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 20-22 to approve AECOM's proposal for Annual Water Level Monitoring, Downstream Fish Passage & Nuisance Plant Monitoring and reporting for 2020 and 2021 in an amount not to exceed \$49,150.00. This is required as part of the licensing process by the Federal Energy Regulatory Commission to operate the municipal dam as part of the hydroelectric plant. The Board of Light and Power met on March 31, 2020 and recommended City Council approve the proposal.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 20-22 approving AECOM's proposal for Annual Water Level Monitoring, Downstream Fish Passage & Nuisance Plant Monitoring & Reporting for 2020 and 2021.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 20-23 to approve participation in the State Bid Process for Winter Road Salt 2020-2021. The City Manager and DPW Foreman recommend using the

MiDEAL program again this year and submitting the requisition for 250 tons for the early delivery and 300 tons for the seasonal backup.

Motion by Johnston, supported by VanSlambrouck, to approve Resolution 20-23 approving participation in the State Bid process for Winter Road Salt 2020-2021.

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on March 16, 2020, payment of invoices in the amount of \$37,801.18 and payroll in the amount of \$214,568.90 for a total of \$252,370.08. Purchase orders to Resco in the amount of \$9,590.00 for a transformer for the Sparrow Development and Resco in the amount of \$33,752.00 for kerite wire were also included.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted the City will continue to monitor circumstances and evaluate whether or not the Annual Cleanup Day should be moved to a later date.

City Manager Gorman noted that Ionia County Central Dispatch began its seasonal testing of the tornado sirens. The tornado sirens are tested April through October at noon on the first Saturday of each month unless threatening weather is present.

City Manager Gorman extended his appreciation to emergency personnel for their efforts and sacrifices at this time.

City Manager Gorman also thanked The Beacon for their continued coverage of events in the City of Portland.

Under Council Comments, Mayor Pro-Tem VanSlambrouck and DDA Director ConnerWellman provided information and available resources for local businesses struggling during the Covid-19 pandemic.

Mayor Barnes encouraged residents to support local businesses if they are able to.

Mayor Barnes further encouraged residents of Portland to maintain good common sense and to respect the social distancing suggestions.

Mayor Barnes recognized the passing of Al Kaline, of the Detroit Tigers, today. Al Kaline represents a big part of good times and is a big part of many people's memories.

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

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:50 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the April 6, 2020 City Council Meeting**  
**Via Zoom Meeting ID# 456 214 393**  
**Pursuant to Michigan Governor's Executive Orders 2020-15 and 2020-21**

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

**Approval of Resolution 20-16** to authorize issuance of General Obligation Limited Tax Refunding Bonds, Series 2020.

All in favor. Adopted.

**Approval of Resolution 20-17** approving the Budget for Fiscal Year 2020-2021 for the Portland Area Fire Authority.

All in favor. Adopted.

**Approval of Resolution 20-18** approving the submittal of an Application for Local Bridge Program funds for preventative maintenance of the Bridge Street Bridge over the Grand River.

All in favor. Adopted.

**Approval of Resolution 20-19** approving the submittal of an application for Local Bridge Program Funds for replacement of the Divine Highway Bridge over the Looking Glass River.

All in favor. Adopted.

**Approval of Resolution 20-20** to amend the Budget for Fiscal Year 2019-2020.

All in favor. Adopted.

**Approval of Resolution 20-21** approving the Board of Light and Power's recommendation to approve a rate study for the Electric Department.

All in favor. Adopted.

**Approval of Resolution 20-22** approving AECOM's proposal for Annual Water Level Monitoring, Downstream Fish Passage & Nuisance Plant Monitoring & Reporting for 2020 and 2021.

All in favor. Adopted.

**Approval of Resolution 20-23** approving participation in the State Bid process for Winter Road Salt 2020-2021.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:50 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
I.T. RIGHT	02440	SERVICE CONTRACT 5-1-20 TO 4-30-21 - VAR DEPTS	11,179.00
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	60.54
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	56.40
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	8.45
ROCHESTER CREATIONS	02359	SHIRTS - AMB	495.00
ROCHESTER CREATIONS	02359	SHIRTS - AMB	363.00
ROCHESTER CREATIONS	02359	SHIRTS - AMB	32.00
CHROUCH COMMUNICATION, INC.	00082	ANTENNA & COUPLING - AMB	10.01
SILK SCREEN STUFF PLUS	MISC	SWEATSHIRTS - AMB	459.75
NORTH CENTRAL LABORATORIES	00959	CHEMICALS, SUPPLIES - WW	338.17
ELHORN ENGINEERING	00139	EL-CHLOR, CARBOY - WW	596.50
F&V OPERATIONS & RESOURCE MANAGMNT	02564	WWTP OPERATIONS FOR MARCH 2020 - WW	9,757.53
HYDROCORP	02340	INSPECT/REPORTING SVCS - WATER	499.00
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENTAL - MP	252.19
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES - VAR DEPTS	335.49
TOM'S FOOD CENTER	00452	MARCH SUPPLIES - VAR DEPTS	615.21
STAPLES BUSINESS CREDIT	00426	SUPPLIES - VAR DEPTS	397.49
WESCO	02222	13 MTR SKT - ELECTRIC	1,018.62
WALKER PROCESS EQUIPMENT	MISC	MISC REPAIRS - WW	736.31
USA BLUEBOOK	01850	GLOVES - WW	113.54
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
POWER LINE SUPPLY COMPANY	00389	SAFETY BLANKETS - ELECTRIC	302.10
POWER LINE SUPPLY COMPANY	00389	SAFETY BLANKETS - ELECTRIC	378.97
GRANGER	00175	REFUSE - MP, CEM, PARKS	374.26
GRANGER	00175	REFUSE - REFUSE	12,343.72
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	665.71
FORTE PAYMENT SYSTEMS	02522	MARCH CC CHARGES - REC	32.99
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	20.69
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	42.50
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	60.71
ONALEE COHOON	MISC	REFUND RED MILL RENTAL 5/29 & 5/30 - PARKS	400.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PORTLAND AREA FIRE AUTHORITY	02128	4TH QTR FIRE SERVICE - COMM PROMO	29,960.00
STAR THOMAS	01654	THERMOMETER/SAFETY GLASSES - POLICE	149.11
MHR BILLING	01780	MARCH BILLING - AMB	968.00
FLEIS & VANDENBRINK	00153	GEN CONSULT SERV - GEN	1,852.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	WWTP PROF SERV. - WW	897.83
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM MANAGEMENT PLANS - ELECTRIC	1,002.10
PURITY CYLINDER GASES, INC.	00380	OXYG, GAS, HASMAT FEE - AMB	63.62
JOHN CURTAIN	MISC	REFUND REST OF RED MILL RENTAL - PARKS	150.00
JESSICA FOX	MISC	REFUND YTH BBALL REC FEE - REC	35.00
CHERRY HILL ESTATES	02081	2ND QUARTER ASSOC FEE - ECON DEV	79.95
I.T. RIGHT	02440	FIXED WIFI - GEN	126.00
GRANGER	00175	REFUSE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER	00175	REFUSE - WW	152.58
UTILITY SERVICE CO. INC.	02133	S TANK QRTLTY - WATER	8,292.73
UTILITY SERVICE CO. INC.	02133	HILL ST. TANK QTRLY - WATER	4,868.54
REED & HOPPES, INC.	00390	BLOCKS & CHAINS - ELECTRIC	91.65
REED & HOPPES, INC.	00390	BLOCKS & CHAINS FOR EQUIPMENT - ELECTRIC	390.00
MICHIGAN WOOD FIBERS	02498	GRINDING, BRUSH REMOVAL - MAJ, LOC STS, APPRV C	14,520.00
RESCO	00392	3 ROLLS KERITE - ELECTRIC, COUNCIL APPROV 4-6-2	16,805.24
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	3,426.00
FLEIS & VANDENBRINK	00153	GRAND RIVER SM URBAN - MAJ STS	304.00
FLEIS & VANDENBRINK	00153	GR RIV BRIDGE IMPROV - MAJ STS	4,387.99
FLEIS & VANDENBRINK	00153	BRIDGE INSPECT - MAJ STS	500.00
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	2.62
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	426.80
AT&T	00686	PHONE SERVICE - GENERAL	156.76
AT&T	00686	PHONE SERVICE - ELECTRIC	238.35
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	313.50
AT&T	00686	PHONE SVC - WASTE WATER	70.69
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	78.35
AT&T	00686	PHONE SERVICE - GENERAL	290.02

Date: 04/15/20

**CITY OF PORTLAND INVOICE REGISTER**

Page: 3

VENDOR NAME

VENDOR

DESCRIPTION

AMOUNT

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Total:

\$132,922.86

**BI-WEEKLY  
WAGE REPORT  
April 20, 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.	9,574.39	202,582.70	2,373.72	57,136.97	11,948.11	259,719.67
ASSESSOR	927.30	22,853.27	71.01	1,753.69	998.31	24,606.96
CEMETERY	3,263.36	69,404.11	322.94	17,537.88	3,586.30	86,941.99
POLICE	14,267.64	299,649.72	3,235.53	78,339.57	17,503.17	377,989.29
CODE ENFORCEMENT	653.47	14,718.81	100.51	3,320.27	753.98	18,039.08
PARKS	1,459.86	53,948.09	187.20	9,238.69	1,647.06	63,186.78
INCOME TAX	2,175.50	44,022.22	756.44	17,412.88	2,931.94	61,435.10
MAJOR STREETS	1,936.33	76,773.26	689.34	33,760.46	2,625.67	110,533.72
LOCAL STREETS	6,928.37	79,744.96	1,266.34	31,506.75	8,194.71	111,251.71
RECREATION	296.12	16,346.16	38.93	3,000.11	335.05	19,346.27
AMBULANCE	10,816.35	254,314.16	2,882.73	55,444.08	13,699.08	309,758.24
DDA	2,284.15	51,453.29	325.94	8,553.07	2,610.09	60,006.36
ELECTRIC	17,384.77	384,385.39	3,619.66	108,453.88	21,004.43	492,839.27
WASTEWATER	6,463.16	141,687.08	1,116.23	40,604.99	7,579.39	182,292.07
WATER	6,178.52	115,784.08	2,297.35	42,351.31	8,475.87	158,135.39
MOTOR POOL	2,129.84	38,376.84	212.63	11,542.94	2,342.47	49,919.78
<b>TOTALS:</b>	<b>86,739.13</b>	<b>1,866,044.14</b>	<b>19,496.50</b>	<b>519,957.54</b>	<b>106,235.63</b>	<b>2,386,001.68</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 04/16/2020**  
**MEETING DATE 04/20/2020**

<b>Fund</b>	<b>Description</b>	<b>Beginning Balance 04/03/2020</b>	<b>Total Cash in</b>	<b>Total Cash out</b>	<b>Cash Balance 04/16/2020</b>	<b>Time Certificates</b>	<b>Ending Balance 4/16/2020</b>
101	GENERAL FUND	1,673,496.72	120,405.33	(163,721.04)	1,630,181.01	235,000.00	1,865,181.01
105	INCOME TAX FUND	151,401.46	45,280.58	(52,927.55)	143,754.49	10,000.00	153,754.49
150	CEMETERY PERPETUAL CARE FUND	57,047.51	-	-	57,047.51		57,047.51
202	MAJOR STREETS FUND	342,805.63	4,416.34	(13,831.28)	333,390.69		333,390.69
203	LOCAL STREETS FUND	190,762.18	7,245.83	(17,323.09)	180,684.92		180,684.92
208	RECREATION FUND	28,857.71	22,176.04	(11,975.24)	39,058.51		39,058.51
210	AMBULANCE FUND	1,550.36	20,527.84	(37,469.56)	(15,391.36)		(15,391.36)
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	554,276.10	2,688.11	(5,376.22)	551,587.99		551,587.99
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	248,597.94	-	-	248,597.94		248,597.94
520	REFUSE SERVICE FUND	10,713.85	4,674.93	(23.65)	15,365.13		15,365.13
582	ELECTRIC FUND	1,263,835.32	167,476.79	(121,049.50)	1,310,262.61	530,000.00	1,840,262.61
590	WASTEWATER FUND	(136,936.44)	60,168.38	(81,185.46)	(157,953.52)		(157,953.52)
591	WATER FUND	93,927.20	33,332.14	(44,410.89)	82,848.45	420,000.00	454,041.74
661	MOTOR POOL FUND	81,971.14	14,485.66	(17,561.65)	78,895.15		78,895.15
703	CURRENT TAX FUND	8,165.32	6,570.21	(6,570.21)	8,165.32		8,165.32
	<b>TOTAL - ALL FUNDS</b>	<b>4,573,834.25</b>	<b>509,448.18</b>	<b>(573,425.34)</b>	<b>4,509,857.09</b>	<b>1,195,000.00</b>	<b>5,656,050.38</b>
					ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
					ELECTRIC - MPPA MUNICIPAL TRUST	159,983.01	159,983.01
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	545,875.51	545,875.51
					ELECTRIC-PRIN & INT ESCROW	119,671.61	119,671.61
					WASTEWATER DEBT ESCROW	301,366.43	301,366.43
					WASTEWATER REPAIR ESCROW	138,421.92	138,421.92
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	56,006.71	56,006.71
							<b>7,677,877.34</b>

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

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DB: Portland

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2020	MONTH 03/31/2020	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	REAL PROPERTY TAXES	1,063,204.00	1,031,143.19		6,190.97	32,060.81	96.98
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	2,000.00	0.00		0.00	2,000.00	0.00
101-000-428.001	PILOT- WODA (OLD SCHOOL MANOR)	0.00	2,328.10		2,328.10	(2,328.10)	100.00
101-000-445.000	PENALTY & INTEREST	5,000.00	2,024.05		964.39	2,975.95	40.48
101-000-447.000	TAX COLLECTION FEES	41,000.00	44,117.21		255.64	(3,117.21)	107.60
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	6.16		0.00	(6.16)	100.00
101-000-451.000	BUSINESS PERMITS	100.00	100.00		0.00	0.00	100.00
101-000-453.000	CABLE TV FEES	24,000.00	15,803.96		0.00	8,196.04	65.85
101-000-455.000	TRAILER FEES	350.00	375.00		42.00	(25.00)	107.14
101-000-476.000	NON-BUSINESS PERMITS	66,000.00	58,471.00		2,990.00	7,529.00	88.59
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	2.76		0.00	(2.76)	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	500.00	536.70		0.00	(36.70)	107.34
101-000-570.000	LIQUOR FEES	3,500.00	3,784.00		0.00	(284.00)	108.11
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	5,916.00	1,932.48		0.00	3,983.52	32.67
101-000-575.000	REVENUE SHARING-CONST SALES	349,393.00	239,596.00		0.00	109,797.00	68.57
101-000-576.000	REVENUE SHARING-STAT SALES	112,685.00	74,197.00		0.00	38,488.00	65.84
101-000-620.000	PBT TESTING FEES	3,000.00	689.00		80.00	2,311.00	22.97
101-000-623.000	TRANSCRIPT FEES	0.00	722.12		30.00	(722.12)	100.00
101-000-624.000	MISCELLANEOUS FEES	0.00	210.50		0.50	(210.50)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	319,044.00	239,283.00		26,587.00	79,761.00	75.00
101-000-630.000	CEMETERY LOT SALES	3,500.00	5,887.50		1,100.00	(2,387.50)	168.21
101-000-633.000	CEMETERY CARE FEES	2,500.00	3,393.00		1,068.00	(893.00)	135.72
101-000-634.000	GRAVE OPENING FEES	8,000.00	9,750.00		1,275.00	(1,750.00)	121.88
101-000-656.000	DISTRICT COURT FINES	9,500.00	6,576.30		1,366.22	2,923.70	69.22
101-000-661.000	PARKING FINES	2,500.00	2,630.00		480.00	(130.00)	105.20
101-000-663.000	MISCELLANEOUS FINES	2,000.00	1,777.00		119.00	223.00	88.85
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	100.00		0.00	(100.00)	100.00
101-000-665.000	INTEREST INCOME	0.00	3,068.23		110.13	(3,068.23)	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	741.75		45.35	(741.75)	100.00
101-000-667.000	RENTAL INCOME	1,500.00	1,670.00		(15.00)	(170.00)	111.33
101-000-676.004	DONATION-RED MILL BUILDING	2,500.00	10,000.00		10,000.00	(7,500.00)	400.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	0.00	76.40		0.00	(76.40)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	26,019.00	20,236.02		0.00	5,782.98	77.77
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	35,000.00	23,928.33		93.38	11,071.67	68.37
101-000-678.007	REIMBURSEMENTS-PAMA	17,682.00	13,351.00		0.00	4,331.00	75.51
101-000-699.150	TRANSFER FROM PERP CARE	0.00	295.64		35.78	(295.64)	100.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	50,037.00	50,037.00		0.00	0.00	100.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	31,764.00		0.00	0.00	100.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	32,009.00		0.00	0.00	100.00
TOTAL REVENUES		2,220,203.00	1,932,613.40		55,146.46	287,589.60	87.05

Expenditures							
100	COUNCIL	88,555.00	56,810.89		21,226.63	31,744.11	64.15
101	COMMUNITY PROMOTIONS	337,631.00	245,456.31		4,970.42	92,174.69	72.70
172	CITY MANAGER	170,530.00	120,491.52		11,813.56	50,038.48	70.66
191	ELECTIONS	5,050.00	3,803.45		1,042.72	1,246.55	75.32
201	GENERAL ADMINISTRATION	416,714.00	280,294.43		15,846.29	136,419.57	67.26
209	ASSESSING	53,485.00	36,331.25		4,545.00	17,153.75	67.93
265	CITY HALL	63,163.00	48,520.54		3,682.24	14,642.46	76.82
276	CEMETERY	154,563.00	97,570.82		5,599.91	56,992.18	63.13
301	POLICE	789,703.00	485,700.53		42,658.62	304,002.47	61.50
371	CODE ENFORCEMENT	54,274.00	29,103.60		2,132.41	25,170.40	53.62
728	ECONOMIC DEVELOPMENT	24,460.00	20,069.47		225.61	4,390.53	82.05
751	PARKS	161,213.00	101,812.56		6,786.48	59,400.44	63.15

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2020 NORMAL (ABNORMAL)	MONTH 03/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,319,341.00	1,525,965.37	120,529.89	793,375.63	65.79
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,220,203.00	1,932,613.40	55,146.46	287,589.60	87.05
TOTAL EXPENDITURES		2,319,341.00	1,525,965.37	120,529.89	793,375.63	65.79
NET OF REVENUES & EXPENDITURES		(99,138.00)	406,648.03	(65,383.43)	(505,786.03)	410.18

User: ABAUM

DB: Portland

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2020 NORMAL (ABNORMAL)	MONTH 03/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	724,400.00	482,563.08	67,689.23	241,836.92	66.62
	TOTAL EXPENDITURES	902,872.00	249,817.59	29,511.67	653,054.41	27.67
	NET OF REVENUES & EXPENDITURES	(178,472.00)	232,745.49	38,177.56	(411,217.49)	130.41
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	12,800.00	3,865.33	619.69	8,934.67	30.20
	TOTAL EXPENDITURES	300.00	295.64	35.78	4.36	98.55
	NET OF REVENUES & EXPENDITURES	12,500.00	3,569.69	583.91	8,930.31	28.56
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	747,540.00	356,585.71	33,610.27	390,954.29	47.70
	TOTAL EXPENDITURES	762,216.00	368,216.38	15,283.21	393,999.62	48.31
	NET OF REVENUES & EXPENDITURES	(14,676.00)	(11,630.67)	18,327.06	(3,045.33)	79.25
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	352,873.00	255,004.95	11,762.21	97,868.05	72.27
	TOTAL EXPENDITURES	382,419.00	284,504.03	21,611.27	97,914.97	74.40
	NET OF REVENUES & EXPENDITURES	(29,546.00)	(29,499.08)	(9,849.06)	(46.92)	99.84
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	129,500.00	72,029.67	14,647.82	57,470.33	55.62
	TOTAL EXPENDITURES	129,497.00	63,329.93	3,879.54	66,167.07	48.90
	NET OF REVENUES & EXPENDITURES	3.00	8,699.74	10,768.28	(8,696.74)	9,991.33
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	551,932.00	411,986.26	29,240.76	139,945.74	74.64
	TOTAL EXPENDITURES	608,771.00	428,440.38	36,487.47	180,330.62	70.38
	NET OF REVENUES & EXPENDITURES	(56,839.00)	(16,454.12)	(7,246.71)	(40,384.88)	28.95
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	344,510.00	361,252.84	338.40	(16,742.84)	104.86
	TOTAL EXPENDITURES	568,196.00	155,187.53	7,709.08	413,008.47	27.31
	NET OF REVENUES & EXPENDITURES	(223,686.00)	206,065.31	(7,370.68)	(429,751.31)	92.12
Fund 405 - WELLHEAD IMPROVEMENT FUND						
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
	TOTAL REVENUES	9,000.00	0.00	0.00	9,000.00	0.00
	TOTAL EXPENDITURES	9,000.00	0.00	0.00	9,000.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT						
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	398,090.00	149,492.68	0.00	248,597.32	37.55
	NET OF REVENUES & EXPENDITURES	(398,090.00)	(149,492.68)	0.00	(248,597.32)	37.55

## PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2020 NORMAL (ABNORMAL)	MONTH 03/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	152,000.00	100,697.08	12,445.64	51,302.92	66.25
	TOTAL EXPENDITURES	150,900.00	99,828.81	0.00	51,071.19	66.16
	NET OF REVENUES & EXPENDITURES	1,100.00	868.27	12,445.64	231.73	78.93
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	3,998,725.00	2,753,153.10	334,040.68	1,245,571.90	68.85
	TOTAL EXPENDITURES	4,613,926.00	2,409,963.54	110,988.05	2,203,962.46	52.23
	NET OF REVENUES & EXPENDITURES	(615,201.00)	343,189.56	223,052.63	(958,390.56)	55.78
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,216,400.00	928,410.30	78,206.66	287,989.70	76.32
	TOTAL EXPENDITURES	1,323,042.00	816,612.82	47,957.59	506,429.18	61.72
	NET OF REVENUES & EXPENDITURES	(106,642.00)	111,797.48	30,249.07	(218,439.48)	104.83
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	674,669.00	473,106.77	53,678.48	201,562.23	70.12
	TOTAL EXPENDITURES	885,017.00	402,313.34	32,014.37	482,703.66	45.46
	NET OF REVENUES & EXPENDITURES	(210,348.00)	70,793.43	21,664.11	(281,141.43)	33.66
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	366,554.00	264,526.40	26,958.66	102,027.60	72.17
	TOTAL EXPENDITURES	457,361.00	239,017.40	12,307.90	218,343.60	52.26
	NET OF REVENUES & EXPENDITURES	(90,807.00)	25,509.00	14,650.76	(116,316.00)	28.09
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	9,280,903.00	6,463,181.49	663,238.50	2,817,721.51	69.64
		11,191,607.00	5,667,020.07	317,785.93	5,524,586.93	50.64
	NET OF REVENUES & EXPENDITURES	(1,910,704.00)	796,161.42	345,452.57	(2,706,865.42)	41.67

**PORTLAND PLANNING COMMISSION**  
Ionia County, Michigan

Member Kmetz, supported by Member Culp, made a motion to adopt the following resolution:

**RESOLUTION**

**A RESOLUTION APPROVING THE PLANNING COMMISSION'S  
RECOMMENDATION TO DEFER CAPITAL IMPROVEMENT  
PLANNING TO CITY COUNCIL AS PERMITTED BY THE MICHIGAN  
PLANNING ENABLING ACT**

**WHEREAS**, MCL 125.3865 of the Michigan Planning Enabling Act requires that local units of government, through its planning commission, prepare capital improvement plans, unless exempted by Charter or otherwise; and

**WHEREAS**, the City of Portland Planning Commission, like many others, have not historically performed this function and such planning is the responsibility of City Council; and

**WHEREAS**, the City of Portland Planning Commission reaffirms that this responsibility shall remain under the purviews of the Portland City Council.

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

1. The City of Portland Planning Commission hereby reaffirms and recommends to the Portland City Council that capital improvement planning pursuant to MCL 125.3865 shall be deferred to Portland City Council.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:** Kmetz, Culp, Grapentien, Williamson, Fitzsimmons, Hinds

**Nays:** None

**Absent:** Roeser

**Abstain:** None

**RESOLUTION DECLARED ADOPTED.**

**Dated:** March 11, 2020

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**Monique I. Miller, City Clerk**

City Of Portland  
Water Department  
Monthly Water Report  
March 2020

Monthly Water Production

Daily Water Production

Well #4            4,108,000 Gallons  
Well #5                    0 Gallons  
Well #6            3,989,000 Gallons  
Well #7            3,000 Gallons

Well #4            132,517 Gallons  
Well #5                    0 Gallons  
Well #6            128,678 Gallons  
Well #7            97 Gallons

Daily Average Water Production for All Wells

261,292 Gallons

Total Water Production for the Month

8,100,000 Gallons

Total Water Production for the Previous Month

8,503,000 Gallons

Total Production decreased by

403,000 Gallons

Total Production for This Month from the Previous Year

7,361,000 Gallons

Total Production increased by

739,000 Gallons

Rodney D. Smith Jr.  
Water Technician



**Ionia County Administration**  
**Stephanie Fox, County Administrator**  
Courthouse, 101 West Main Street, Ionia, MI 48846  
616.527.5300 Fax: 616.527.5380  
sfox@ioniacounty.org

April 10, 2020

**MEETING NOTICE**  
**COUNTY OF IONIA**  
**BOARD OF COMMISSIONERS**  
**TUESDAY, APRIL 14, 2020**  
**11:00 AM**

**THIS MEETING WILL BE HELD ELECTRONICALLY**

The Board of Commissioners of the County of Ionia will hold a Full Board meeting on Tuesday, April 14, 2020 at 11:00 a.m. This meeting will be held electronically pursuant to Open Meetings Act and Governor Whitmer's Executive Order 2020-15.

The public may participate in the meeting electronically and may make public comment through either of the following methods:

Connect to **Zoom** from your computer, tablet or smartphone.

Website: <https://zoom.us/join>

Meeting Number (access code): **978 243 911**

Meeting password: **219454**

**Call in by phone**

Call in Phone number: **1-929-205-6099**

Meeting ID: **978 243 911**

Password: **219454**

Person with disabilities may participate in the meeting through the methods set forth above.

Remote public comment is available for the County Board of Commissioners' meeting by emailing: [Administration@ioniacounty.org](mailto:Administration@ioniacounty.org) no later than 3:00 p.m. on Monday, April 13, 2020.

Comment can also be made during the Electronic Public Comment portion listed on the Agenda.

Thank you,

Stephanie Fox  
Ionia County Administrator

**IONIA COUNTY BOARD OF COMMISSIONERS  
BOARD OF COMMISSIONERS MEETING  
APRIL 14, 2020 - 11:00 A.M.  
THIS MEETING WILL BE HELD ELECTRONICALLY**

**AGENDA**

- I. Call to Order**
- II. Approval of Agenda**
  - A. Consideration of additional items
  - B.
- III. Electronic Public Comment**  
(3 minute time limit per speaker – please state name/organization)
- IV. Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
  - B. Approve Per Diem and Mileage
  - C. Approve Road Department Payroll and Accounts Payable
  - D. Approve Health Department Payroll and Accounts Payable
- V. Unfinished Business**
  - A.
  - B.
- VI. New Business**
  - A. COVID-19 Updates:
    - a. Ken Bowen
    - b. Sheriff Charlie Noll
    - c. Sgt. Stan Hoskins
  - B. Discussion of County Offices Closure.
  - C. Appointment of The Right Door Board Members: Georgia Sharp, Nancy Haga, Michael Gallagher and Clinton Galloway
  - D. Ratify signature of Resolution of Juanita Mills
  - E. Request approval of Resolution of E911 Operating Surcharge Ballot Proposal—Central Dispatch
  - F. Request approval to hire Part-Time Summer Employees-Road Department
  - G. Request approval for Equipment Financing-Road Department
  - H. Request approval for Contract Award for Roadside Brush Spraying-Road Department
  - I. Request approval for Contract Award for Street Sweeping-Road Department
  - J. Ratify signature of the Contract of Body Transportation Extension with Lehman Funeral Home
  - K. Acknowledgement and Approval of PA116's
  - L. Request approval of Resolution of Senior Millage Renewal Ballot Proposal-COA

- M. Request approval of Continuation of Funding Proposal to AAAWM-COA
- N. Ratify the Policies for the Emergency Family and Medical Leave Expansion Act exempting/excluding Ionia County Health Department, Ionia County Central Dispatch and Ionia County Sheriff's Department
- O. Discussion on hazard pay for employees

**VII. Department Reports**

- A. Public Defender Office (Information only)
- B. MSU Extension (Information only)
- C. ICEA (Information only)

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

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

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

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

**XI. Closed Session**

- A.

**XII. 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

**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-20734**

- Consumers Energy Company requests the Michigan Public Service Commission for approval of an Amendment to its Power Purchase Agreement.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

**DATE/TIME:**      **Wednesday, April 29, 2020 at 9:00 AM**

**BEFORE:**        **Administrative Law Judge Dennis Mack**

**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) March 2, 2020 application requesting Commission approval of Amendment No. 2 and specifically the recovery by Consumers Energy of all payments under the Power Purchase Agreement with Entergy Nuclear Power Marketing, LLC, as amended, for the purpose of Section 6j of 1982 PA 304, MCL 460.6j and all other applicable law.

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 April 22, 2020. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

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

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

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 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.