



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

7:00 P.M. Monday, May 18, 2020

Via Virtual Zoom Meeting ID# 876 8728 8495

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

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:10 PM	V. <u>City Manager Report</u>	
	VI. <u>Presentations</u> – None	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:20 PM	A. Proposed Resolution 20-30 Approving a Proposal from Fleis & VandenBrink to Conduct a Water Reliability Study Update	Decision
7:23 PM	B. Proposed Resolution 20-31 Approving Fleis & VandenBrink's Proposal to Provide Construction Engineering Services for the Grand River Avenue Small Urban Improvement Project	Decision
7:25 PM	C. Proposed Resolution 20-32 Approving the Temporary Modification to Benefit Provisions and Approving, Authorizing, and Directing the City Manager to Sign Same	Decision
7:28 PM	D. Proposed Resolution 20-33 Approving an Agreement Between the City of Portland and the Ionia County Road Commission to Perform Road Work on Cutler Road between Grand River Avenue and the City Limits	Decision
7:30 PM	E. Proposed Resolution 20-34 to Revise Council Policy 77-1 Concerning Cemetery Rules and Regulations	Decision
7:33 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting on May 4, 2020	
	B. Payment of Invoices in the Amount of \$83,028.80 and Payroll in the Amount of \$93,362.18 for a Total of \$176,390.98	
	C. Purchase Orders over \$5,000.00 - None	
	XI. <u>Communications</u>	
	A. Ionia County Board of Commissioners Meeting Notice and Agenda for May 12, 2020	
	B. Ionia County Board of Commissioners Meeting Notice and Agenda for May 19, 2020	

<u>Estimated Time</u>
7:35 PM
7:40 PM
7:45 PM
7:50 PM

C. MPSC Notice of Hearing for Consumers Energy

XII. Other Business - None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-30

**A RESOLUTION APPROVING A PROPOSAL FROM FLEIS & VANDENBRINK
TO CONDUCT A WATER RELIABILITY STUDY UPDATE**

WHEREAS, pursuant to Public Act 399 (Safe Drinking Water Act), municipalities are required to conduct a Water System Reliability Study every 5 years and the City last performed its study in 2015; and

WHEREAS, Fleis & VandenBrink has submitted a proposal to perform a Water System Reliability Study for the City of Portland for the amount of \$10,000.00, a copy of the proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the proposal from Fleis & VandenBrink to perform a Water System Reliability Study for the City of Portland for the amount of \$10,000.00, a copy of the proposal is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: May 18, 2020

Monique I. Miller, City Clerk



May 12, 2020

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

RE: Water Reliability Study Update 2020

Dear Tutt,

As you are aware, in a recent review of the City's water supply system, EGLE staff identified the need to update the City's Water System Reliability Study. We last updated the City's study in 2015. EGLE requires a reliability study be performed every five years or as significant improvements are made to the system to satisfy the requirements of Public Act 399.

A water reliability study evaluates your system's supply, storage and distribution to ensure a continuous and ample supply of water. A reliability study will also create a computer model to simulate the hydraulics of the system and develop recommendations to plan, budget and prioritize future improvements.

We propose to complete the reliability study, according to the attached work plan, for the following lump sum fees. A breakdown of the major tasks is as follows:

Water Reliability Study

<u>Task</u>	<u>Fee</u>
Review and Compile Existing Data and Operations	\$1,200
Update Computer Model	\$2,200
Hydrant Testing	\$1,000
Model Calibration and Simulations	\$3,200
Draft Report, Review with City & EGLE, Finalize Report	<u>\$2,400</u>

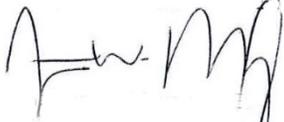
Total Proposed Fee \$10,000

2960 Lucerne Drive, SE, Suite 100
Grand Rapids, MI 49546
P: 616.977.1000
F: 616.977.1005
www.fveng.com

Approval to proceed with the work under our existing Professional Services Agreement for General Consultation can be given by returning a copy of this proposal signed where indicated. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Jonathan W. Moxey, P.E.
Project Manager



Don DeVries, P.E.
Group Manager

Enclosure

**AUTHORIZATION TO PROCEED WITH
WATER RELIABILITY STUDY UPDATE 2020**

By: _____

Title: _____

Date: _____

WATER RELIABILITY STUDY

WORK PLAN

Review and Compile Existing Data and Operations

- A. Meet with City staff and review scope of work and schedule.
 - 1. Collect data on historical water use and pump records.
 - 2. Review problem areas in the water distribution system.
 - 3. Review Service area.
 - 4. Review fire flow objectives for the community based on service areas.
- B. Review and inventory the existing water system components:
 - 1. Review the pump data, well capacity and well houses.
 - 2. Review the elevated tank.
 - 3. Review the water distribution system.
 - 4. Review chemical analysis of the water.
- C. Review current water use and pumping records. Calculate the ten-year projections.
- D. Review the most recent Insurance Services Organization (ISO) evaluation of the system.

Update Computer Model

- A. Utilize current water map created in GIS format.
- B. Update our computer model of the system and setup hydraulic analysis.
- C. Complete computer runs, identifying static pressures and flows at key locations.

Hydrant Testing

- A. Perform hydrant testing at key locations in the system.

Model Calibration & Simulations

- A. Calibrate the computer model to reflect conditions recorded during the hydrant testing.
- B. Perform fire flow and maximum day simulations of water system.
- C. Simulate proposed improvements to the water system.
- D. Simulate projected water demands. Identify deficiencies where the system cannot produce the desired flows. Evaluate improvements to the water system.
- E. Identify short and long-range improvements that are needed to meet the 10-year needs.

Draft Report, Review with City & EGLE, Finalize Report

- A. Prepare draft report summarizing the findings and outlining the recommendations.
- B. Submit draft report to the City. Meet with the staff to review.
- C. Update the report after receiving review comments.
- D. Submit revised report to the Department of Environment, Great Lakes and Energy.
- E. Receive comments from the EGLE and finalize the water reliability study.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-31

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL TO
PROVIDE CONSTRUCTION ENGINEERING SERVICES FOR THE GRAND
RIVER AVENUE SMALL URBAN IMPROVEMENT PROJECT**

WHEREAS, Fleis and VandenBrink have proposed to provide construction engineering services for the Grand River Avenue Small Urban Improvement Project (the Project) as outlined in the attached Exhibit A; and

WHEREAS, the City Budget for Fiscal Year 2020-2021 includes sufficient funds to cover the engineering proposal for construction engineering services for the Project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink's Proposal to provide construction engineering services for the Grand River Avenue Small Urban Improvement Project for an amount not to exceed \$68,400.00 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: May 18, 2020

Monique I. Miller, City Clerk

May 12, 2020

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

**RE: Construction Engineering Proposal for
Grand River Avenue Small Urban Improvements**

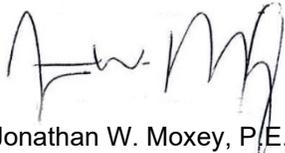
Dear Tutt,

As you are aware, bids were received for the Grand River Avenue project between Rowe Avenue and Cutler Road in the MDOT bid letting on April 3. MDOT has awarded the contract to the low bidder, Michigan Paving & Materials Company. The schedule for construction was left fairly flexible to encourage competitive bids, which was successful (three of the four bids received were below our estimate, with a low bid of \$536,587.50). The contract requires that the work be completed in 40 work days prior to October 20, 2020 – we have requested the contractor's detailed Progress Schedule and will forward it once it is received. As pre-construction activities will be commencing soon, we have prepared a work plan and engineering budget for construction engineering services.

Our proposed work plan and engineering budget are attached for your review. Approval to proceed with the work under our existing Professional Services Agreement dated July 9, 2018 can be given by returning a copy of this proposal signed where indicated. Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Jonathan W. Moxey, P.E.
Project Manager



Don DeVries, P.E.
Group Manager

Enclosure

**AUTHORIZATION TO PROCEED WITH
CONSTRUCTION ENGINEERING FOR GRAND RIVER
AVENUE SMALL URBAN IMPROVEMENTS**

By: _____

Title: _____

Date: _____

WORK PLAN

A. CONSTRUCTION ENGINEERING SERVICES

1. Attend the preconstruction meeting with representatives from the City, MDOT, the contractor and utility companies. Prepare and distribute meeting minutes.
2. Schedule and attend periodic progress meetings with the contractor, City staff and MDOT where applicable. Prepare and distribute meeting minutes.
3. Contact private utilities to facilitate their coordination work, if required.
4. Provide resident project representative during construction with the following responsibilities (based on an average of 45 hours per week and an 8-week construction window):
 - a. Perform on-site observation during construction of the project.
 - b. Provide record keeping of construction activities in accordance with MDOT requirements.
 - c. Address complaints filed with the City, if any.
 - d. Provide on-site materials testing of soils, HMA and concrete, as applicable.
 - e. Coordinate off-site materials testing such as sieve analyses on sand and gravel, extractions on asphalt material and cylinder breaks on concrete.
 - f. Onsite and offsite materials testing shall be conducted in accordance with MDOT requirements, special provisions and guidelines.
5. Review shop drawings and other project submittals from the contractor.
6. Prepare contract modifications, as necessary, and submit recommendation to the City and MDOT for authorization.
7. Prepare contractor bi-weekly pay estimates and submit to the City and MDOT for authorization and payment.
8. Maintain project files utilizing “Field Manager” software.
9. Provide construction staking as needed for the contractor's placement of the proposed improvements. Based on the scope of the project, we have assumed most of the field layout will be performed by the resident project representative and project engineer.
10. Coordinate MDOT file review and contract closeout.

CITY OF PORTLAND
Construction Engineering
For City Grand River Avenue Small Urban Improvements

ENGINEERING BUDGET

We propose the following budget for the engineering services outlined in the proposed work plan based on our understanding of the project. Our estimated fees are as follows:

Construction Engineering

Construction Administration & Consultation	\$18,200
Construction Staking/Layout	1,400
On-Site Observation and Testing	40,400
Off-Site Testing	2,000
Contract Closeout	<u>6,400</u>

TOTAL PROPOSED CONSTRUCTION ENGINEERING BUDGET **\$68,400**

We propose to complete the work on an hourly rate basis at our standard hourly billing rates.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-32

**A RESOLUTION APPROVING THE TEMPORARY MODIFICATION TO
BENEFIT PROVISIONS AND APPROVING, AUTHORIZING, AND
DIRECTING THE CITY MANAGER TO SIGN SAME**

WHEREAS, the City has made some adjustments to their workforce, including a reduction in hours, to maintain essential services and comply with the “Stay Home, Stay Safe” directive and the Families First Coronavirus Response Act; and

WHEREAS, MERS is allowing temporary benefit adjustments to an employer’s definition of a day of work/hours in a month to earn service credit and definition of compensation. The temporary period of adjustment is March 1, 2020 through December 31, 2020; and

WHEREAS, the City affirms it is making the temporary benefit adjustments in good faith in an effort to continue operations, and that it is within the parameters outlined in the MERS’ plan Document and the attached agreement. These temporary modifications may not result in a diminishment of benefit for participants.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Temporary Modification to Benefit Provisions (All Benefit programs), a copy of which is attached as Exhibit A, and approves, authorizes, and directs the City Manager to sign same.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: May 18, 2020

Monique I. Miller, City Clerk

Temporary Modification to Benefit Provisions



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

In recognition of the impact to local units of government and adjustments to their workforce to maintain essential services and comply with the "Stay Home, Stay Safe" directive and the Families First Coronavirus Response Act, MERS will be allowing temporary benefit adjustments to an employer's definition of a day of work/hours in a month to earn service credit, and definition of compensation. These adjustments may be changed to account for workload and schedule changes, as well as for different types of compensation, such as paid leave. The temporary period of adjustment is March 1, 2020 through December 31, 2020.

By signing below, the Employer affirms it is making temporary benefit adjustments in good faith in the effort to continue operations, and that they are within the parameters outlined in the MERS' Plan Document and this agreement. These temporary modifications may not result in a diminishment of benefit for participants.

The Employer agrees to adopt and administer the MERS Defined Benefit, Defined Contribution, and Hybrid Plans provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer name _____ **Municipality number** _____

Eligible Employee Divisions _____
(List all applicable division numbers)

II. Temporary Benefit Adjustments

Service Credit – For this temporary period, enter the minimum number of hours in a day or in a month that employees will work and earn service credit:

An employee shall work 10 _____ hour days.

An employee shall work _____ hours in a month.

This modification may not include laid off employees. To provide service credit to furloughed employees that are still employed but on leave, please check here.

All eligible employees, whether full or part time, who meet this criteria must be reported to MERS. Temporary adjustment to day of work definition cannot be more restrictive than the current definition. (This is applicable to Defined Benefit and Defined Benefit portion of Hybrid only.)

Definition of Compensation for purposes of determining wages and employer/employee contributions under Defined Benefit, Defined Contribution and Hybrid are temporarily defined as:

Bonuses, paid leave or additional pay related to COVID-19: INCLUDE EXCLUDE

All other terms and conditions of the Employer's Adoption Agreement and other agreements between the Employer and MERS remain applicable.

By signing this agreement, for months that include discrepancy code of: 'COVID-19' (under Defined Benefit and Defined Benefit portion of Hybrid), MERS will proceed according to the following:

- Full service credit is allowed for all employees reported in the above division for the temporary period.
- MERS may skip months reported as 'COVID-19' when determining an employee's final average compensation for benefit calculation.
- Wages, contributions, and service reported will be treated as an accurate reporting for this period.

III. Authorization by Designee of Governing Body of Municipality or Chief Judge of Court

(Name of Approving Employer) Title: _____

Authorized signature: _____ Date: _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-33

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF PORTLAND AND THE IONIA COUNTY ROAD COMMISSION TO PERFORM ROAD WORK ON CUTLER ROAD BETWEEN GRAND RIVER AVENUE AND THE EAST CITY LIMITS

WHEREAS, the Ionia County Road Department will be conducting road work on Cutler Road to the Portland City Limits; and

WHEREAS, the Ionia County Road Department is willing to extend this work through the small section of Cutler Road between the East City limits and Grand River Avenue for approximately \$5,000.00, a copy of the agreement is attached as Exhibit A.

WHEREAS, by collaborating with the Ionia County Road Department there is considerable cost savings; and

WHEREAS, the City Manager and City Engineers recommend approving the attached agreement with the Ionia County Road Department.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the agreement with the Ionia County Road Department to perform road work on Cutler Road between Grand River Avenue and the East City Limits for approximately \$5,000.00, a copy of the agreement is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: May 18, 2020

Monique I. Miller, City Clerk

AGREEMENT

This is a memorandum of an agreement by and between the **CITY OF PORTLAND** and the Ionia County Road Department, which provides as follows:

1. The Ionia County Road Department shall in its discretion do the work as described below.
2. The Ionia County Road Department agrees to furnish the following labor, equipment and materials needed to perform the work or to contract with outside contractors to perform the work. All work will be supervised by the Ionia County Road Department.
3. The following is a description of the work to be performed; said work to be done within the discretion of said Department and at such time as it seems advisable:

Place chip seal and fog seal on Cutler Road from Grand River Avenue to east city limits estimated at \$5,000.

Actual cost may vary +/- 5%. Any amount above 5% will be approved in advance.

-
4. It is agreed that the **CITY OF PORTLAND WILL PAY 100% OF ACTUAL COST AS BILLED EACH MONTH AS WORK IS COMPLETED.**
 5. The undersigned hereby certify that at a meeting of the **CITY OF PORTLAND** held the _____ day of _____, 2020, they were authorized to enter into this agreement with the Ionia County Road Department for the performance of the work outlined above.
 6. This work is anticipated to begin June 2020 and agreement shall remain in effect until work is completed.
 7. Dated this _____ day of _____, 2020.

CITY OF PORTLAND:

IONIA COUNTY ROAD DEPARTMENT

Portland City Manager

Managing Director

Portland City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-34

**A RESOLUTION TO REVISE COUNCIL POLICIES 77-1 CONCERNING
CEMETERY RULES AND REGULATIONS**

WHEREAS, the Cemetery Director has reviewed and revised Council Policy 77-1 to update the Cemetery Rules and Regulations to update rates and clarify times for lot sales and arrangement notifications; and

WHEREAS, a copy of the Cemetery Directors memo with the proposed revised Council Policy 77-1 is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves revising Council Policy 77-1 as set forth 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: May 18, 2020

Monique I. Miller, City Clerk

City of Portland, Michigan

Subject: Cemetery Rules and Regulations	Policy No: <u>77-1</u>
	Date Approved: <u>01-10-77</u>
	Effective Date: <u>Immediately</u> <u>11-26-79; 11-05-81</u>
	Dates Amended: <u>07-10-81; 11-07-83</u> <u>11-09-92; 07-20-95</u> Resolution 10-51 (06-21-10) Resolution 11-09 (02-07-11)
	Cancellation Date: _____
Motion made by: <u>Cline</u>	Supported by: <u>Weeks</u>

Adopted: That the amended policy be adopted – November 9, 1992

THAT THE FOLLOWING RULES AND REGULATIONS BE ADOPTED BY THE CITY COUNCIL OF THE CITY OF PORTLAND CONCERNED WITH THE USE AND OPERATION OF THE CEMETERY.

1. The provisions of this resolution shall be held to be the minimum requirements adopted for the protection and operation of the Public Cemetery and the burial of the dead of the City of Portland herein. Among other purposes such provisions are intended to authorize the City Manager to promulgate rules and regulations relative to the use of the public cemetery and burial practices therein subject to the approval of the City Council.
2. Copies of the Rules and Regulations promulgated hereunder shall be kept on file in City Hall for distribution to interested parties for \$1.00 per copy.
3. The Cemetery grounds are dedicated to the proper burial and repose of the human dead, and to that purpose only.
4. The term lot or cemetery deed or grave owner is intended to mean and shall be construed as meaning the owner of "Burial Rights".

A lot normally has four (4) grave spaces on it, but the City does have other sizes and will sell any number of grave spaces.

Cremation lots are the same width as full burial graves however are only 3 foot deep.

Infant graves are grave spaces set aside for a burial using an outside container not more than four (4) feet in length.

5. Location of lots will be in accordance with the Cemetery Master Plan, which is kept on file in City Hall. The corner of each lot will be laid out by the City. Grade lines of all lots and single graves are established before the lots or graves are sold and will not be changed.
6. Every lot or grave space is sold subject to rules and regulations now in force or hereinafter adopted.
7. The lot owner or his legal representative may at any time designate, in writing, to the City whom he wishes or does not wish buried on his grave or lot.
8. The owner of a lot or burial Right Certificate may at any time, sell the lot back to the City, but may not sell or transfer to another person. The resale will be for the original purchase price, as no speculative purpose will be allowed.
9. Joint ownership of burial rights is permitted, but the City advises joint ownership only between husband and wife, since heirship to cemetery burial rights follows blood lines unless otherwise provided by will or legal transfer.
10. In case of disagreement between joint owners of a Burial Rights Certificate, the first order of a registered owner shall prevail.
11. Should the owner die without having designated the persons to be buried on the balance of his or her lot, the City will permit the burial of heirs as designated in writing by a Court of Competent jurisdiction, when presented for record at the City Clerk's office. If time does not permit to obtain a court order, an affidavit by one of the heirs of the owner, together with a hold harmless agreement, on forms prepared by the City shall be furnished by the person requesting a burial on a given lot. Possession of a Burial Rights Certificate is not in itself evidence on which to record the transfer of ownership of a grave or lot. The legal right to ownership of the burial privilege must be established. The descent of title to cemetery lots is governed by the laws of the State of Michigan as it relates to personal property.
12. The City reserves the right to correct any errors that may be made by it or its predecessor, in making interments, disinterments, or removals, often the description, transfer, or conveyance of any interment property, either by canceling the conveyance and substituting and conveying in lieu thereof, other interment property of equal value and similar location or by refunding the amount of money paid on account by the purchaser. In the event of error involves the interment of the remains of any person, the City reserves and shall have the right to remove and transfer the remains so interred to other property of equal value and similar location of the same cemetery.
13. Perpetual care shall include mowing of lots and graves, seeding, fillings in sunken graves and seeding over the surface of graves to lot level. The perpetual care price as hereinafter stated on every lot and single grave sold shall be set aside and deposited in the City's Perpetual Care Fund with the interest only used for maintenance purposes. The interest on these deposits shall be used by the City for the care of lots and graves.
14. Perpetual care shall not include the watering of plants, urns, beds or cut flowers or the trimming of shrubs, if planted by the lot owner. Perpetual care does not include the maintenance, repair, or replacement of any marker, memorial, urn, tomb, or mausoleum placed or erected on the lot, unless caused by a direct act (not omission) of negligence by an employee of the City.
15. Any person who owns lots or grave spaces which do not now have Perpetual Care may at any time purchase Perpetual Care. The City will not recognize any Perpetual Care given to any other party than the City after April 26, 1971. This includes money deposited with the County Treasurer.

16. Lot Owners who desire special attention for their lot, such as Special Care for flowers, trees, shrubs, and watering of urns must make arrangements for such care with the City on a time and material charge basis.
17. Notice of funerals with exact location grave, must be given to the City at least eight regular working hours in advance of burial. The City will not assume responsibility for errors in opening graves when orders are given by telephone. Orders by funeral director for the opening of the grave will be construed as orders from the lot owner. The grave and opening must be paid for in full before the burial can be made.
18. The City reserves the right to remove, without notice, trees and shrubs and flowers in violation of these rules, and which become unsightly or overgrown. The City reserves the rights to trim, cut down, and remove any plantings by a lot owner which are undesirable in their present condition or in a bad location.
19. No trees, shrubs, vines, bushes, and/or permanent and artificial flowers shall be planted on any lot or grave by the lot owners. These items are prohibited as they increase the cost of maintenance. However, the Parks and Cemetery Department will plant shrubs and trees where appropriate. Artificial flowers securely fastened in urns only will be permitted all year, any artificial flowers left on lots or graves after April 1st or Memorial Weekend will be removed. Further, there shall be NO jars, glass, metal or plastic receptacles, or other containers used on the premises for the holding of floral bouquets, all flowers must be securely fastened in an urn. Solar lights must be secured in the urn unless it is from November 1 to April 1st each year when they can be placed in the ground.
20. No trimming, pruning, picking, or removing of any branches or bloom from any tree, shrub, or flower in the cemetery is permitted except under the supervision of the City.
21. Grave blankets, solar lights and/or artificial flowers may be placed on the grave from November 1st however, must be removed by April 1st or the City shall remove and dispose of it.
22. Grave markers, monuments or tombstones shall be situated on the lot as specified by the City. No grave marker shall be situated to interfere with the digging of another grave. All grave markers must have a foundation. The City shall place under every new grave marker or monument a foundation and the cost shall be borne by the lot owner at rates specified in the rate schedule. The monument company may purchase the foundation in the name of the owner. All foundation orders must be submitted in writing to the City; charges vary and are determined by the size of the stone and any additional requested.
23. The City assumes no liability for the maintenance or repair of grave markers or tombstones.
24. Raised letters are not permitted on grave markers that are flush with the ground.
25. Any markers or monuments designating the location of an interment shall be removed at the time a disinterment is made.
26. All material used in the construction on monuments, markers, and permanent lot markers must be of recognized durable granite or standard bronze. Marble may be permitted of certain durable grades and finishes, but the City will assume no responsibility for damages in case of any stone being unintentionally chipped or marked in the regular course of lot care.

All other grades of marble, sandstone, slate, or artificial stone, terra cotta, wood, concrete, iron, or glass in any form will not be permitted.

27. Anyone wishing to erect a mausoleum must submit the plans and specifications to the City for approval. The City reserves the right to control any and all conditions of a mausoleum including denial of its placement if such denial is in the best interest of the City.
28. The Cemetery will be open for interments from 7:00 a.m. to 2:30 pm except Saturdays. Any interment after 2:30 p.m. or on Saturdays will be charged an additional \$150.00. No burials within the cemetery shall take place on Sunday or holidays, as holidays are defined by the city's personnel policy or union contract.
29. All interments and funerals within the Cemetery grounds shall be under the direction of the City.
30. No grave shall be placed in an irregular appearance with graves on the same or adjoining lots. The City reserves the right to determine the position of all graves on every lot.
31. All graves shall be opened and closed by City personnel only.
32. While the City will make all reasonable efforts to establish the identity of the person or persons claiming ownership of the lot or making arrangements for the interment, it will not be liable for misrepresentations or errors made by the person or persons reported to be the owners, legal representatives, or agents.
33. When deemed necessary to assure a proper burial, the City may establish and properly mark a zone in which only person attending the funeral may enter.
34. Grand mounds shall not be allowed.
35. As soon as flowers, flags, or emblems used at funerals and for the adornment of graves become unsightly, they will be removed and no responsibility for their return to the owners will be assumed.
36. The possession of firearms within the cemetery grounds is forbidden, except that military or other organizations may carry arms for the purpose of firing a salute over the grave at the burial of a member.
37. Dogs, cats and other animals are not allowed in the cemetery and may be removed in such a manner as may seem expedient.
38. The defacement of monuments, markers, graves or cemetery appurtenances whether intentional or otherwise, the removal of flowers, urns or any of the cemetery equipment without authority will be considered a misdemeanor and so treated. Persons entering the cemetery will be held responsible for any damage done to the cemetery properties by them.
39. The operator and owner of any vehicle will be held responsible for any damage he or she may do whether intentional or unintentional. The speed limit on cemetery roads is established at 15 miles per hour.
40. Gifts or tips to cemetery employees are not allowed.
41. Profane or boisterous language will not be allowed and loiterers will not be tolerated in the Cemetery.
42. Children must be accompanied by their parents or adults who will be responsible for their conduct in the cemetery.

43. Lot owners are requested to report any error, neglect, carelessness or inactivity on the part of the employees of the cemetery to the Cemetery Director at once. Bringing lunches, refreshments or liquors into the cemetery and consuming them are therein prohibited.
44. The cemetery, although under City jurisdiction, will not be considered as Public land in the sense that it is common property and subject to the whims of the public, but is to be considered as holy ground dedicated to the peace and repose of the departed and subject to the consideration and respect of all who visit or own lots in the Cemetery. With such purpose in mind, the Cemetery Director or representatives may establish temporary rules whenever in their judgment the best interest and safety of the cemetery demands it and may cause to be ejected or arrested any person or persons whom they may deem undesirable or dangerous to the peace and quiet of the cemetery.
45. ALL CHARGES made by the City for grave spaces, burials, removals, perpetual care, or other services rendered shall be in accordance with rates established by resolution of the City Council and subject to change, without notice, by the City Council.
46. Because Memorial Day is a National Holiday dedicated to the remembrance of the deceased, especially veterans, rule 19 shall be relaxed for the six days immediately before and after Memorial Day. Any type of natural or artificial flowers or any other grave decoration may be placed on a grave for the above period. After this period the City will remove and dispose of all such flowers and decorations which do not conform to all other "Cemetery Rules and Regulations".
47. WINTER FUNERALS – Grave side services are allowed year-round if weather permits. However, a tent service will be allowed at a predestined spot at the cemetery if weather conditions do not allow for grave side services. Grave site services will be permitted at the discretion of the Cemetery Director.
48. Effective January 1, 1983, surface vaults will not be permitted in any new section of the cemetery.
49. All funeral directors will receive City approval before scheduling gravesite services. Failure of any funeral director to follow this procedure will in no way obligate the City to acknowledge any arrangements made by said director.
50. The sale of cemetery lots and arrangements for grave openings will be made between the hours of 8:00 a.m. to 4:30 p.m Monday thru Friday.

ONLY the Director of Parks, Recreation & Cemetery, and the City Clerk will be authorized to sell graves and make arrangements for grave openings. This is to allow for maintenance of cemetery records.

To every extent possible the City will make every attempt to meet the needs of the families of the deceased.
51. No burials will be allowed in Portland Cemetery without the placement of a vault.
52. The City of Portland Cemetery Department accepts no responsibility to damages which might be incurred by a vault during a disinterment.
53. The request for the placement of a foundation must be received prior to May 1st of the current year to guarantee completion of the foundation prior to Memorial Day.

(RATE SCHEDULE ATTACHED)

CITY OF PORTLAND CEMETERY RATES

*Established by City Council as a part of the Rules and Regulations Policy #77-1 and amended. Rates updated – July 20, 1981.

A. DEED TO BURIAL RIGHTS – per one grave for a vault larger than 4 feet

Resident of the City	\$275.00	(\$45.00 is perpetual care)
Nonresident of the City	\$450.00	(\$70.00 is perpetual care)

DEED TO BURIAL RIGHTS - per one cremation grave 4 feet by 3 feet deep

Resident of the City of Portland	\$ 150.00	(\$25.00 is perpetual care)
Nonresident of the City	\$ 250.00	(\$45.00 is perpetual care)

DEED TO BURIAL RIGHTS – per one grave space for a vault less than 4 feet.

*Resident of the City	\$50.00	(No perpetual care)
*Nonresident of the City	\$100.00	(No perpetual care)

*This is for a spot in a lot reserved and designated as Babyland.

B. BURIAL FEE (grave openings) – for vault larger than 4 feet

Resident of the City	\$250.00
Nonresident of the City	\$375.00

An additional charge of **\$150.00** is added for any funeral scheduled to arrive at the cemetery **after 2:30 p.m.** and for any funeral scheduled for Saturday.

BURIAL FEE – For vault less than 4 feet

Resident of the City	\$100.00
Nonresident of the City	\$155.00

CREMATION BURIAL

Resident of the City	\$100.00
Nonresident of the City	\$150.00

DISINTERMENT CHARGE (one way)

Resident of the City	\$650.00
Nonresident of the City	\$800.00

Relocation to another plot in the Portland Cemetery requires an additional grave opening charge

C. FOUNDATION FEE (per square inch)

New foundation	\$0.25
Overlay current foundation	\$0.10

- D. Any one wishing to pay perpetual care to ensure the upkeep of their burial location may do so by paying a fee per grave space of \$45.00 per resident or \$70.00 per nonresident.
- E. All monuments not flush with the existing grounds shall have foundations that extend 4” in all directions beyond the widest part of the monument. Only the City shall install foundations. Foundation size determined by the size of the stone and any additional requested by the purchaser, up to the maximum width of the plot(s).

All veterans’ stones and bronze plaques will be placed flush with the ground at no charge.

All monuments not in the headstone row must be flush with the ground.

The payment for foundations must be received prior to installation of the foundation by the City of Portland.

- F. The charge for preparing a grave with a surface vault shall be the same as a regular grave opening. This charge will also include any work required by City employees on the day of the funeral if installed prior to interment. However, the City shall not be responsible for removing the cover of the surface vault on the day of interment.
- G. The lot owner must pay in full for the grave and opening of the grave prior to interment; if additional graves are purchased at that time the balance must be paid off in 90 days or the graves will be put back on the market.

FURTHER, that these Rules and Regulations are adopted by the City Council on November 5, 1982, and amend the rules and regulations which previously were adopted by Council on March 29, 1982; July 20, 1981; November 26, 1979; January 10, 1977; June 21, 1971 and April 26, 1971.

Adopted: July 20, 1981, updated November 5, 1982
Amended November 7, 1983
Amended November 9, 1992
Amended July 20, 1995
Amended July 5, 2010
Amended February 7, 2011

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 4, 2020

Via Zoom Meeting ID# 943 2830 0936

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; Finance Officer Tolan; City Clerk Miller

Guests: Kathy Parsons

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

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 stated that City staff have been working in "teams" for several weeks and work is piling up. The DPW, Electric Department, and Wastewater Department staff have decided to come back at full staff levels today under the Emergency Preparedness Plan. All guidelines outlined in the Executive Order and safety precautions will be followed. City Manager Gorman stated that he will continue to monitor the situation.

City Hall staff is going to continue working the staggered team schedule for a while longer.

The Bridge Street Realignment project is moving along very rapidly. Construction crews encountered a sewer issue with old infrastructure. City crews along with the Cook Brothers Excavating were able to assess and repair the situation quickly.

The Safe Routes to School Project, the Grand River Avenue Improvement Project, and the Grand River Avenue Bridge Project will all be let for bids in July.

The Sparrow Development Project and Taco Bell development are both ready to move forward sometime this summer.

Mayor Barnes opened the Public Hearing on the budget proposed for Fiscal Year 2020-2021 at 7:12 P.M.

City Manager Gorman and Finance Officer Tolan presented the proposed Fiscal Year 2020/2021 Budget. The proposed budget is balanced with sacrifices from across the departments. Changes to

proposed budget are anticipated as the expected revenue shortfalls as a result of COVID-19 are realized.

Mayor Barnes confirmed there were no comments received by the City Manager or City Clerk in regard to the proposed Fiscal Year 2020/2021 Budget.

City Manager Gorman noted the wastewater and water rate studies that were conducted by Baker Tilly. They have recommended an 8% increase to the wastewater rates and a 15% increase to the water rates this year with smaller increases in the future in order to maintain the infrastructure and invest in necessary capital projects. When the proposed rates are compared to similarly sized communities the proposed water rate is still on the low side and the wastewater rate is in the middle.

Mayor Barnes stated that the proposed increases will allow the City to maintain the quality service it provides while keeping the water clean.

Finance Officer Tolan noted that the average household will see an approximate \$7.00 total increase.

There was continued discussion.

City Manager Gorman thanked City staff for all of their efforts to develop the Capital Improvement Plan (CIP) proposed with the adoption of the Fiscal Year 2020-2021 Budget. The CIP will be evaluated and updated as needed each year.

Mayor Barnes closed the Public Hearing at 7:28 P.M.

Under New Business, the Council considered Resolution 20-28 to adopt the City of Portland's Annual Budget for Fiscal Year 2020-2021 and Capital Improvement Plan.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 20-28 to adopt the City of Portland's Annual Budget for Fiscal Year 2020-2021 and Capital Improvement Plan.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnson, Barnes

Nays: None

Adopted

The Council considered Resolution 20-29 to approve appropriations for work to be performed on the City's electrical system as recommended by the Board of Light and Power. Due to COVID-19, certain projects related to the City's electrical system have been delayed, but will soon resume based on staffing and scheduling. At its regularly scheduled meeting on April 28, 2020 the Board of Light and Power voted to recommend City Council approve up to \$100,000.00 for work and materials related to the City's electrical system.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 20-29 approving appropriations for work to be performed on the City's electrical system as recommended by the Board of Light and Power.

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

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on April 20, 2020 and the Budget Workshop on April 22, 2020, payment of invoices in the amount of \$89,346.41 and payroll in the amount of \$111,788.42 for a total of \$201,134.83. A purchase order to Visco in the amount of \$10,260.00 for street lights was also included.

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

Under City Manager Comments, City Manager Gorman thanked City staff for all of their work throughout this pandemic. He further noted the excellent job the Ambulance Department and emergency services are doing.

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated the Portland Area Fire Authority will meet tomorrow evening. He will provide an update for Council at their next meeting.

Mayor Pro-Tem VanSlambrouck further encouraged residents not to get upset by the opinions of others during these trying times. He encouraged everyone to do what is in their hearts.

City Manager Gorman noted that Granger Container did cancel the Clean Up day that was scheduled for Saturday, May 2, 2020. The City will communication with them about the possibility of rescheduling.

Motion by Fitzsimmons, supported by Johnston, to adjourn the regular meeting.
Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes
Nays: None
Adopted

Meeting adjourned at 7:44 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the May 4, 2020 City Council Meeting
Via Zoom Meeting ID# 943 2830 0936
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; Finance Officer Tolan; City Clerk Miller

Public Hearing on the Proposed Budget for Fiscal Year 2020-2021.

Approval of Resolution 20-28 to Adopt the City of Portland's Annual Budget for Fiscal Year 2020-2021 and Capital Improvement Plan.

All in favor. Adopted.

Approval of Resolution 20-29 approving appropriations for work to be performed on the City's electrical system as recommended by the Board of Light and Power.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:44 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
KENDALL ELECTRIC	00225	MATERIAL FOR BRIDGE PROJ- ELECTRIC	184.27
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	745.00
MCFADDEN LAW OFFICE PLLC	02299	APRIL LEGAL SVC ZOOM MEETING - POLICE	57.50
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC APPRV RES 20-22	543.26
FAMILY FARM & HOME	01972	GREEN & WHITE SPRAY TIPS - PARKS	18.98
BS&A SOFTWARE	00029	ANNUAL SOFTWARE CONTRACT/TIME SHEETS - ASSESS.,	1,208.00
FAMILY FARM & HOME	01972	WELDED CULTIVATOR - ELECTRIC	31.98
HYDROCORP	02340	INSPECT/REPORTING SVCS - WATER	499.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	524.25
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	23.29
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	27.75
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REVENUE SHARING - GEN	5,208.96
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REVENUE SHARING - GEN	5,058.33
FAMILY FARM & HOME	01972	ROUND UP - ELECTRIC	94.97
STAPLES BUSINESS CREDIT	00426	SUPPLIES - GEN	23.68
GRANGER	00175	REFUSE - REFUSE	12,391.61
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
HOMETOWN SPORTS, INC.	01326	MASKS - GEN	175.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	WWTP OPERATIONS FOR MAY - WW	9,757.53
OUDBIER INSTRUMENT CO	02568	TROUBLE SHOOT/REPAIR CUTLER LIFT STA - WW	343.75
POLYDYNE INC.	02196	3 DRUMS POLYMER - WW	1,257.57
GRAINGER, INC.	00172	TOWLETTES - MP	17.48
SLC METER LLC	02286	2" E SERIES METER ETC - WATER	1,051.26
BADGER METER INC.	02247	SERVICE AGREEMENT - WATER	780.00
KEUSCH SUPER SERVICE	00228	OIL FILTER UNIT 403 - ELECTRIC	70.93
FAMILY FARM & HOME	01972	SUPPLIES FOR PARK OPERATIONS - PARKS	101.90
BOUND TREE MEDICAL LLC.	01543	AIRWAY FILTERS - AMB	26.50
BOUND TREE MEDICAL LLC.	01543	NON TOUCH INFRARED THERM - AMB	89.99
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL - PARKS, CEM	134.04
FOSTER BLUE WATER OIL, LLC	02301	GAS - CEM, PARKS	288.01
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	426.80

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PREMIER SAFETY	02465	AIR MONITOR - ELECTRIC	232.25
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	12.40
GRANGER	00175	REFUSE - MP, PARKS, CEM	374.26
FORTE PAYMENT SYSTEMS	02522	APRIL CC CHARGES - REC	56.43
PLB PLANNING GROUP LLC	02504	TACO BELL REVISION REVIEW - CODE	112.50
KEUSCH SUPER SERVICE	00228	TIRE, BREAKS, AMB 43 - AMB	1,057.09
BADER & SONS CO.	00031	FILTER, BLADES, ELBOW FITTING - MP	144.03
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,173.64
WOLVERINE POWER SYSTEMS	02122	ANNUAL PREVENT MAINT RH LIFT STA GEN - WW	590.00
FLAGS UNLIMITED LTD	00988	USA FLAGS, MI FLAGS - COMM PROMO	237.75
RESCO	00392	3 ROLLS KERITE, 1 ROLL 1/0 - ELECTRIC APP COUNC	17,310.40
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	3.34
VERIZON WIRELESS	00470	PHONE/DATA SERVICE - VAR DEPTS	622.52
FLEIS & VANDENBRINK	00153	GEN ENGINEERING SERV. - GEN	817.00
TOM'S FOOD CENTER	00452	SUPPLIES - VAR DEPTS	222.95
FLEIS & VANDENBRINK	00153	ENG SERV - MAJ STS	288.00
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	30.00
RESCO	00392	COPPER WIRE - ELECTRIC	425.00
RESCO	00392	INSUL DEADEND CAP - ELECTRIC	467.25
RESCO	00392	FUSE LINES - ELECTRIC	103.75
RESCO	00392	LOCK ENCLOSURE - ELEC	500.00
HAMMOND FARMS NORTH	02518	5 YD PRO SOIL - MAJ STS	76.25
HAMMOND FARMS NORTH	02518	5 YD PRO SOIL - LOC STS	76.25
MHR BILLING	01780	BILLING FOR APRIL - AMB	990.00
INSOURCE SOLUTIONS GROUP INC.	01813	E-FILED RETURNS APR 2020 - INCOME TAX	216.00
GRANGER	00175	REFUSE - WW	152.58
GRANGER	00175	REFUSE - ELEC, POLICE, COMM PROMO	152.58
USA TODAY NETWORK	02501	LEGAL NOTICES - GEN	198.00
DICKINSON WRIGHT PLLC	02244	LEGAL SERVICES - GEN	1,254.00
FLEIS & VANDENBRINK	00153	SAFE ROUTE TO SCHOOL - MAJ, LOC STS	5,327.61
FLEIS & VANDENBRINK	00153	GR RIV AVE BRIDGE - MAJ STS	3,955.38

Date: 05/13/20

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	4,463.00
Total:			\$83,028.80

**BI-WEEKLY
WAGE REPORT
May 18, 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.	8,341.53	210,924.23	2,090.70	59,227.67	10,432.23	270,151.90
ASSESSOR	927.31	23,780.58	70.93	1,824.62	998.24	25,605.20
CEMETERY	2,864.76	72,268.87	295.09	17,832.97	3,159.85	90,101.84
POLICE	13,929.05	313,578.77	3,075.30	81,414.87	17,004.35	394,993.64
CODE ENFORCEMENT	1,143.61	15,862.42	133.33	3,453.60	1,276.94	19,316.02
PARKS	1,174.73	55,122.82	158.62	9,397.31	1,333.35	64,520.13
INCOME TAX	1,346.85	45,369.07	603.74	18,016.62	1,950.59	63,385.69
MAJOR STREETS	2,534.02	79,307.28	731.13	34,491.59	3,265.15	113,798.87
LOCAL STREETS	2,050.09	81,795.05	586.01	32,092.76	2,636.10	113,887.81
RECREATION	236.88	16,583.04	33.39	3,033.50	270.27	19,616.54
AMBULANCE	12,798.85	267,113.01	2,366.96	57,811.04	15,165.81	324,924.05
DDA	1,811.71	53,265.00	259.52	8,812.59	2,071.23	62,077.59
ELECTRIC	16,000.28	400,385.67	3,246.73	111,700.61	19,247.01	512,086.28
WASTEWATER	5,615.29	147,302.37	1,068.66	41,673.65	6,683.95	188,976.02
WATER	4,320.48	120,104.56	1,367.44	43,718.75	5,687.92	163,823.31
MOTOR POOL	1,951.19	40,328.03	228.00	11,770.94	2,179.19	52,098.97
TOTALS:	77,046.63	1,943,090.77	16,315.55	536,273.09	93,362.18	2,479,363.86

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 05/14/2020
MEETING DATE 05/18/2020

Fund	Description	Beginning Balance 04/17/2020	Total Cash in	Total Cash out	Cash Balance 04/30/2020	Time Certificates	Ending Balance 4/30/2020
101	GENERAL FUND	1,627,012.78	67,860.27	(133,705.40)	1,561,167.65	235,000.00	1,796,167.65
105	INCOME TAX FUND	130,001.46	54,391.82	(6,639.65)	177,753.63	10,000.00	187,753.63
150	CEMETERY PERPETUAL CARE FUND	57,052.19	-	(4.68)	57,047.51		57,047.51
202	MAJOR STREETS FUND	314,276.85	65,153.61	(40,258.51)	339,171.95		339,171.95
203	LOCAL STREETS FUND	168,309.30	24,546.66	(19,553.41)	173,302.55		173,302.55
208	RECREATION FUND	38,676.34	413.49	(1,047.94)	38,041.89		38,041.89
210	AMBULANCE FUND	(3,491.88)	23,662.83	(27,996.86)	(7,825.91)		(7,825.91)
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	548,961.96	2,686.66	(15,633.32)	536,015.30		536,015.30
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	(4,500.00)	(4,500.00)		(4,500.00)
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	248,597.94	-	-	248,597.94		248,597.94
520	REFUSE SERVICE FUND	10,669.88	2,204.93	(287.28)	12,587.53		12,587.53
582	ELECTRIC FUND	1,336,782.62	99,316.44	(114,749.02)	1,321,350.04	530,000.00	1,851,350.04
590	WASTEWATER FUND	(73,290.69)	206,075.47	(87,400.06)	45,384.72		45,384.72
591	WATER FUND	96,297.63	18,486.39	(23,018.51)	91,765.51	420,000.00	455,758.80
661	MOTOR POOL FUND	78,452.22	8,899.53	(10,553.20)	76,798.55		76,798.55
703	CURRENT TAX FUND	8,417.83	-	-	8,417.83		8,417.83
	TOTAL - ALL FUNDS	4,590,088.68	573,698.10	(485,347.84)	4,678,438.94	1,195,000.00	5,817,432.23
					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	616,209.42	616,209.42
					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
							7,909,593.10

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

User: ABAUM

DB: Portland

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,063,204.00	1,031,143.19	0.00	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	3,738.49	1,410.39	(3,738.49)	100.00
101-000-445.000	PENALTY & INTEREST	5,000.00	2,024.05	0.00	2,975.95	40.48
101-000-447.000	TAX COLLECTION FEES	41,000.00	44,117.21	0.00	(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	417.00	42.00	(67.00)	119.14
101-000-476.000	NON-BUSINESS PERMITS	66,000.00	61,315.00	2,844.00	4,685.00	92.90
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	967.68	430.98	(467.68)	193.54
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	295,663.00	56,067.00	53,730.00	84.62
101-000-576.000	REVENUE SHARING-STAT SALES	112,685.00	92,850.00	18,653.00	19,835.00	82.40
101-000-620.000	PBT TESTING FEES	3,000.00	739.00	50.00	2,261.00	24.63
101-000-623.000	TRANSCRIPT FEES	0.00	2,414.69	1,692.57	(2,414.69)	100.00
101-000-624.000	MISCELLANEOUS FEES	0.00	210.50	0.00	(210.50)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	319,044.00	265,870.00	26,587.00	53,174.00	83.33
101-000-630.000	CEMETERY LOT SALES	3,500.00	5,887.50	0.00	(2,387.50)	168.21
101-000-633.000	CEMETERY CARE FEES	2,500.00	3,393.00	0.00	(893.00)	135.72
101-000-634.000	GRAVE OPENING FEES	8,000.00	11,250.00	1,500.00	(3,250.00)	140.63
101-000-656.000	DISTRICT COURT FINES	9,500.00	7,227.86	651.56	2,272.14	76.08
101-000-661.000	PARKING FINES	2,500.00	2,630.00	0.00	(130.00)	105.20
101-000-663.000	MISCELLANEOUS FINES	2,000.00	1,833.00	56.00	167.00	91.65
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	150.00	50.00	(150.00)	100.00
101-000-665.000	INTEREST INCOME	0.00	2,938.19	(130.04)	(2,938.19)	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	752.47	10.72	(752.47)	100.00
101-000-667.000	RENTAL INCOME	1,500.00	1,320.00	(350.00)	180.00	88.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	3,000.00	3,000.00	(3,000.00)	100.00
101-000-676.004	DONATION-RED MILL BUILDING	2,500.00	10,000.00	0.00	(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	25,453.89	1,525.56	9,546.11	72.73
101-000-678.007	REIMBURSEMENTS-PAMA	17,682.00	13,351.00	0.00	4,331.00	75.51
101-000-699.105	CONTRIBUTION FROM INCOME TAX	0.00	72,070.00	72,070.00	(72,070.00)	100.00
101-000-699.150	TRANSFER FROM PERP CARE	0.00	315.33	19.69	(315.33)	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	2,118,793.83	186,180.43	101,409.17	95.43

Expenditures						
100	COUNCIL	68,219.00	65,001.86	16,000.00	3,217.14	95.28
101	COMMUNITY PROMOTIONS	337,631.00	290,108.48	34,338.02	47,522.52	85.92
172	CITY MANAGER	170,530.00	132,344.73	11,853.21	38,185.27	77.61
191	ELECTIONS	5,050.00	5,128.33	36.62	(78.33)	101.55
201	GENERAL ADMINISTRATION	437,050.00	328,088.19	23,894.69	108,961.81	75.07
209	ASSESSING	53,485.00	39,642.60	3,311.35	13,842.40	74.12
265	CITY HALL	63,163.00	51,440.54	2,824.87	11,722.46	81.44
276	CEMETERY	154,563.00	106,477.81	8,784.26	48,085.19	68.89
301	POLICE	789,703.00	525,422.92	39,626.55	264,280.08	66.53
371	CODE ENFORCEMENT	54,274.00	31,180.22	2,076.62	23,093.78	57.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
728	ECONOMIC DEVELOPMENT	24,460.00	20,855.00	785.53	3,605.00	85.26
751	PARKS	161,213.00	110,624.69	6,022.40	50,588.31	68.62
TOTAL EXPENDITURES		<u>2,319,341.00</u>	<u>1,706,315.37</u>	<u>149,554.12</u>	<u>613,025.63</u>	<u>73.57</u>
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,220,203.00	2,118,793.83	186,180.43	101,409.17	95.43
TOTAL EXPENDITURES		<u>2,319,341.00</u>	<u>1,706,315.37</u>	<u>149,554.12</u>	<u>613,025.63</u>	<u>73.57</u>
NET OF REVENUES & EXPENDITURES		(99,138.00)	412,478.46	36,626.31	(511,616.46)	416.06

User: ABAUM

DB: Portland

PERIOD ENDING 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	724,400.00	596,814.88	112,518.08	127,585.12	82.39
	TOTAL EXPENDITURES	902,872.00	836,201.20	585,717.66	66,670.80	92.62
	NET OF REVENUES & EXPENDITURES	(178,472.00)	(239,386.32)	(473,199.58)	60,914.32	134.13
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	12,800.00	3,870.01	4.68	8,929.99	30.23
	TOTAL EXPENDITURES	300.00	315.33	19.69	(15.33)	105.11
	NET OF REVENUES & EXPENDITURES	12,500.00	3,554.68	(15.01)	8,945.32	28.44
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	747,540.00	395,683.41	39,097.70	351,856.59	52.93
	TOTAL EXPENDITURES	768,995.00	396,697.90	22,801.00	372,297.10	51.59
	NET OF REVENUES & EXPENDITURES	(21,455.00)	(1,014.49)	16,296.70	(20,440.51)	4.73
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	352,873.00	267,983.46	12,978.51	84,889.54	75.94
	TOTAL EXPENDITURES	389,198.00	307,096.15	22,239.34	82,101.85	78.90
	NET OF REVENUES & EXPENDITURES	(36,325.00)	(39,112.69)	(9,260.83)	2,787.69	107.67
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	129,500.00	85,033.78	13,004.11	44,466.22	65.66
	TOTAL EXPENDITURES	129,497.00	66,020.86	2,611.86	63,476.14	50.98
	NET OF REVENUES & EXPENDITURES	3.00	19,012.92	10,392.25	(19,009.92)	13,764.00
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	551,932.00	451,086.80	28,150.73	100,845.20	81.73
	TOTAL EXPENDITURES	608,771.00	469,791.41	39,366.08	138,979.59	77.17
	NET OF REVENUES & EXPENDITURES	(56,839.00)	(18,704.61)	(11,215.35)	(38,134.39)	32.91
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	344,510.00	361,275.19	22.35	(16,765.19)	104.87
	TOTAL EXPENDITURES	568,196.00	170,758.86	5,311.33	397,437.14	30.05
	NET OF REVENUES & EXPENDITURES	(223,686.00)	190,516.33	(5,288.98)	(414,202.33)	85.17
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	4,500.00	0.00	4,500.00	50.00
	NET OF REVENUES & EXPENDITURES	0.00	(4,500.00)	0.00	4,500.00	100.00
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 04/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		152,000.00	113,080.70	12,383.62	38,919.30	74.40
TOTAL EXPENDITURES		150,900.00	124,564.14	12,391.61	26,335.86	82.55
NET OF REVENUES & EXPENDITURES		1,100.00	(11,483.44)	(7.99)	12,583.44	1,043.95
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
TOTAL REVENUES		3,998,725.00	3,074,178.14	321,025.04	924,546.86	76.88
TOTAL EXPENDITURES		4,553,926.00	2,706,820.08	142,399.59	1,847,105.92	59.44
NET OF REVENUES & EXPENDITURES		(555,201.00)	367,358.06	178,625.45	(922,559.06)	66.17
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		1,216,400.00	1,066,064.63	137,654.33	150,335.37	87.64
TOTAL EXPENDITURES		1,323,042.00	928,485.30	38,860.21	394,556.70	70.18
NET OF REVENUES & EXPENDITURES		(106,642.00)	137,579.33	98,794.12	(244,221.33)	129.01
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
TOTAL REVENUES		674,669.00	521,876.91	48,770.14	152,792.09	77.35
TOTAL EXPENDITURES		891,796.00	446,748.79	43,187.42	445,047.21	50.10
NET OF REVENUES & EXPENDITURES		(217,127.00)	75,128.12	5,582.72	(292,255.12)	34.60
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		386,228.00	265,851.69	9,161.29	120,376.31	68.83
TOTAL EXPENDITURES		436,361.00	231,416.38	11,269.24	204,944.62	53.03
NET OF REVENUES & EXPENDITURES		(50,133.00)	34,435.31	(2,107.95)	(84,568.31)	68.69
TOTAL REVENUES - ALL FUNDS		9,300,577.00	7,202,799.60	734,770.58	2,097,777.40	77.44
TOTAL EXPENDITURES - ALL FUNDS		11,130,944.00	6,838,909.08	926,175.03	4,292,034.92	61.44
NET OF REVENUES & EXPENDITURES		(1,830,367.00)	363,890.52	(191,404.45)	(2,194,257.52)	19.88



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

May 7, 2020

**MEETING NOTICE
COUNTY OF IONIA
BOARD OF COMMISSIONERS
TUESDAY, May 12, 2020
3:00 PM**

THIS MEETING WILL BE HELD ELECTRONICALLY

The Board of Commissioners of the County of Ionia will hold a Full Board meeting on Tuesday, May 12, 2020 at 3:00 p.m. This meeting will be held electronically pursuant to Open Meetings Act and Governor Whitmer's Executive Order 2020-48.

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://us02web.zoom.us/j/85450939829?pwd=MjUrRVdVUHpYZExPS2UybEdJNEZwdz09>

Meeting Number (access code): **854 5093 9829**

Meeting password: **179101**

Call in by phone

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

Meeting ID: **854 5093 9829**

Password: **179101**

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 no later than 3:00 p.m. on Monday, May 11, 2020.

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

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MAY 12, 2020 - 3:00 P.M.
AT THE 8TH CIRCUIT COURTROOM
100 MAIN STREET, 2ND FLOOR, IONIA, MI
THIS MEETING WILL BE HELD ELECTRONICALLY

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 per diem and mileage
 - C. Approve Health Department Payroll and Accounts Payable
 - D. Approve Road Department Payroll and Accounts Payable
 - E.
- VII. Unfinished Business**
 - A. Discussion/approval to Rescind Policy #02 Primary Roads and Bridges and Resolution of Support for the Local Bridge Program Applications-Road Dept.
- VIII. New Business**
 - A. Approval/Resolution for Immigration and Customs Enforcement (ICE) Detention Center
 - a. Public Discussion
 - B. Acknowledge Application for reappointment for EDC/BRA-John Dinehart.
 - C. Request appointment for Jury Board-Kevin Miller
 - D. Request discussion of Road Department Health Insurance Options Packet
 - E. Budget reductions due to COVID-19
 - F. Hazzard pay for COVID-19
 - G. Approval/Resolution of MDOT Airport Lighting Grant
- IX. Department Reports**

- A.
- B.

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

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 April 2020:

Appointments for consideration in the month of May 2020:

Appointments for consideration in the month of June 2020:



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

May 15, 2020

MEETING NOTICE
COUNTY OF IONIA
BOARD OF COMMISSIONERS
TUESDAY, May 19, 2020
3:00 PM

THIS MEETING WILL BE HELD ELECTRONICALLY

The Board of Commissioners of the County of Ionia will hold a Full Board meeting on Tuesday, May 19, 2020 at 3:00 p.m. This meeting will be held electronically pursuant to Open Meetings Act and Governor Whitmer's Executive Order 2020-75.

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://us02web.zoom.us/j/81476390263?pwd=RzZ3VjdJVUZLRmQwT2c3c2RtY093UT09>

Meeting Number (access code): **814 7639 0263**

Meeting password: **497025**

Call in by phone

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

Meeting ID: **814 7639 0263**

Password: **497025**

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 no later than 3:00 p.m. on Monday, May 18, 2020.

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

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MAY 19, 2020 - 3:00 P.M.
THIS MEETING WILL BE HELD ELECTRONICALLY

AGENDA

- I. Call to Order**
- II. Approval of Agenda**
 - A. Consideration of additional items
 - B.
- III. 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 Road Department Payroll and Accounts Payable
- V. Unfinished Business**
 - A. Discussion/approval to Rescind Policy #02 Primary Roads and Bridges and Resolution of Support for the Local Bridge Program Applications-Road Dept.
 - B. Approve Application for reappointment for EDC/BRA-John Dinehart
- VI. New Business**
 - A. Request approval/signature of Michigan Indigent Defense Commission (MIDC) Grant Agreement for 2019/2020
 - B. Request approval of Public Defender 2020-2021 Grant Submission
 - C. Request approval to hire Assistant Prosecuting Attorney
 - D. Request approval of Tax Allocation Budget
 - E. Request discussion of Ionia Pension Investment Update-Milestone Wealth Management
 - F. Request approval of the sale of the Belleview Drive Property-Road Department
 - G. Request approval of the disposal and sale of 21AA Crushed Concrete-Road Department
 - H. Request approval of Engineering Reimbursement-Road Department
 - I. Request discussion of Ionia County Offices continuing to be closed to the general public.
- VII. Department Reports**
 - A. Road Department (for information only)
 - B. Central Dispatch (for information only)

- C. Public Defender (for information only)
- D. Treasurer (for information only)
- E. Animal Shelter (for information only)
- F. Health Department (for information only)
- G. ICEA Monthly Report (for information only)
- G. Friend of the Court (for information only)
- H. WMRPC (for information only)

VIII. Reports of Officers, Boards, and Standing Committees

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

IX. Reports of Special or Ad Hoc Committees

X. 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 April 2020:

Appointments for consideration in the month of May 2020:

Appointments for consideration in the month of June 2020:

**STATE OF MICHIGAN
MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20220**

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its power supply cost recovery plan (Case No. U-20219) for the twelve months ending December 31, 2019.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: **Wednesday, May 13, 2020 at 10:00 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 31, 2020 application requesting the Commission to approve the January 1, 2019 through December 31, 2019 Reconciliation of its Power Supply Cost Recovery plan, and approve Consumers Energy's proposed methodology for rolling-in the total net over-recovery of approximately \$22.4 million.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: 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. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: 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 May 6, 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/mpscdockets, 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.; 1982 PA 304, as amended, MCL 460.6j et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, and R 792.10401 through R 792.10448.

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