



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

7:00 P.M. Monday, August 17, 2020
City Council Chambers
City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	Decision
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:08 PM	V. <u>City Manager Report</u>	
	VI. <u>Presentations</u>	
7:20 PM	A. Proclamation Honoring Stephen D. Pulling	
7:25 PM	B. Jon Moxey and Max George of Fleis & VandenBrink – Project Updates	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:30 PM	A. Proposed Resolution 20-51 Approving the Lease/Purchase of New Heart Monitors and Other Equipment for the Ambulance Department	Decision
7:33 PM	B. Proposed Resolution 20-52 Approving Fleis & VandenBrink’s Proposal to Provide Construction Engineering Services for the Grand River Avenue Bridge Improvement Project	Decision
7:35 PM	C. Proposed Resolution 20-53 Confirming the Mayor’s Appointments to City Boards and Commissions	Decision
7:38 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting on August 3, 2020	
	B. Payment of Invoices in the Amount of \$140,125.49 and Payroll in the Amount of \$151,098.13 for a Total of \$291,223.62	
	C. Purchase Orders over \$5,000.00	
	1. Valley City Sign in the Amount of \$15,338.00 for a New City Sign	
	2. Off and Running Painting in the Amount of \$20,000.00 for Painting of the Boardwalk Railing	
	XI. <u>Communications</u>	
	A. August 4, 2020 Primary Election Results	

Estimated Time		<u>Desired Outcome</u>
	<p>B. Ionia County Board of Commissioners Agenda for August 11, 2020</p> <p>C. MPSC Notice of Hearing for Consumers Energy</p> <p>D. MPSC Notice of Hearing for Consumers Energy</p>	
7:40 PM	XII. <u>Other Business</u> - None	
7:45 PM	XIII. <u>City Manager Comments</u>	
7:50 PM	XIV. <u>Council Comments</u>	
7:55 PM	XV. <u>Adjournment</u>	Decision



PROCLAMATION HONORING STEPHEN D. PULLING

WHEREAS, Portland Department of Public Works employee, Stephen D. Pulling is being honored on the occasion of his retirement after 20 years of service to the City of Portland; and

WHEREAS, the City Council wishes to recognize Mr. Pulling for his distinguished career in the City's Department of Public Works which began on February 13, 2001, until his retirement on June 30, 2020, noting that Mr. Pulling was a member of the Department of Public Works that distinguished itself during such notable events in Portland's history as the Tornado of 2015, and the Ice Jam Flooding of 2019; and

WHEREAS, while employed in the City's Department of Public Works Mr. Pulling's expertise as an automobile mechanic resulted in the saving of many dollars through his ability to ensure the safety and reliability of the City's fleet of vehicles through the performance of inspections and maintenance; and through his ability to successfully extend the useful life of many City vehicles by his intuitive skills of logically and methodically analyzing a problem with a vehicle and applying his unique and innovative repair techniques; and

WHEREAS, Mr. Pulling's duties included a myriad of tasks such as being called out to plow snow in the middle of the night, repairing all forms of machinery and equipment, and working with the City Manager and DDA Director as part of Department of Public Works crews to prepare for countless community events; and

WHEREAS, the Mayor and City Council are honored to have this opportunity to publicly recognize Mr. Stephen D. Pulling for his years of dedicated service.

NOW THEREFORE BE IT PROCLAIMED BY THE MAYOR AND PORTLAND CITY COUNCIL THAT Mr. Stephen D. Pulling is commended for his public contributions and dedication to serving the residents of the City.

FURTHER, he is wished the very best in his retirement and future endeavors.

BY ORDER OF THE CITY COUNCIL

James E. Barnes, Mayor

Joel VanSlambrouck, Mayor Pro-Tem

Patrick Fitzsimmons

Amanda Johnston

Erica Sheehan

S. Tutt Gorman, City Manager

Monique I. Miller, City Clerk

SEAL

The 17th Day of August, 2020

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-51

**A RESOLUTION APPROVING THE LEASE/PURCHASE OF NEW
HEART MONITORS AND OTHER EQUIPMENT FOR THE
AMBULANCE DEPARTMENT**

WHEREAS, the Portland Ambulance Department maintains heart monitors, one in each of their ambulances, that are in need of replacement due to FDA compliance requirements;

WHEREAS, the Portland Ambulance Director sought bids and recommends that City Council approve the lease/purchase of two (2) Lifepak Monitors, two (2) AEDs, one (1) Lucas CPR Device, and one (1) Power-PRO XT Powercot for \$99,467.92, a copy of the quote is attached as Exhibit A; and

WHEREAS, City staff has arranged to structure the purchase as a lease/purchase over 5 years at 0.00% interest; and

WHEREAS, the annual lease/purchase payment will be \$19,893.58.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the lease/purchase of two (2) Lifepak Monitors, two (2) AEDs, one (1) Lucas CPR Device, and one (1) Power-PRO XT Powercot for \$99,467.92, a copy of the quote 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: August 17, 2020

Monique I. Miller, City Clerk

**Exhibit A to Short Form Lease Agreement Number 2110115263
Description of equipment**

Customer name: City of Portland, Ionia County, Michigan
Delivery address: 773 E GRAND RIV AVE, PORTLAND, Michigan 48875

Part I - Equipment/Service Coverage (if applicable)

Model number	Equipment description	Quantity
99577-001957	LP15,EN,SPO2CO,3L/12L,EX,NIBP,CO2,TR,VR,BT,V4	2
41577-000288	LP15 ACCRY SHIPKIT,AHA,S	2
11140-000052	ADAPTER- REDI-CHARGE BATTERY CHARGER-LP15	1
21330-001176	BATTERY PACK-LI-ION	6
11171-000082	RC-4, EMS, RAINBOW, PATIENT CABLE, 4FT, REF 4481	2
11160-000013	NIBP CUFF-REUSEABLE,CHILD, BAYONET	2
11160-000017	NIBP CUFF-REUSEABLE,LARGE ADULT, BAYONET	2
11160-000019	NIBP CUFF- REUSEABLE,X-LARGE ADULT, BAYONET	2
11577-000002	KIT - CARRY BAG, MAIN BAG	2
11220-000028	TOP POUCH	2
11260-000039	KIT - CARRY BAG, REAR POUCH, 3RD EDITION	2
21996-000109	GATEWAY, WIRELESS, TITANIUM US	2
99576-000063	LUCAS 3, 3.1, IN SHIPPING BOX, EN	1
11576-000071	LUCAS POWER SUPPLY WITHCORD,REDEL,CANADA,US	1
11576-000080	BATTERY,LUCAS,DARK GRAY	1
99512-001261	LPCR2,WIFI,B,EN-US,DE,S, 1,ROS,MODET,ROS,FLX,CPR120,A104:0,P30:2,200J,300J, 360J,50J,75J,90J,ALRT,US	2
11101-000021	KIT, SHIPPING, SINGLE ELECTRODE, LPCR2, LL,MULTI	2
6506000000	POWER PRO AMBULANCE COT	1

Total equipment: \$83,699.92

Service coverage:

Model number	Service coverage description	Quantity	Years
11600-000030	CODE-STAT 11 DATA REVIEWSEAT LICENSE	1	1.0
78000009	LP15 Ship In Prevent w batt	2	4.0
78000021	LUC Ship In Prevent w batt	1	4.0

Total service coverage: \$15,768.00

Total Financed Amount: \$99,467.92

Customer signature		Accepted by Flex Financial, a division of Stryker Sales Corp.	
Signature:	Date: 08/18/2020	Signature:	Date:
Print name: S. Tutt Gorman		Print name:	
Title: City Manager		Title:	



07/30/2020

PORTLAND AMB DEPT
 773 E GRAND RIV AVE
 PORTLAND, Michigan 48875

Equipment: See proposal for detailed equipment descriptions and pricing.

Finance structure: 11 Months Payments Deferred

\$1 out end of term option: Purchase the equipment for \$1.00

Payment terms:

\$1 OUT	60 months
Equipment total	\$83,699.92
Service total	\$15,768.00
11 monthly payment(s) @	\$0.00
Followed by:	5 annual payments @
Equipment payment	\$16,739.98
Service payment	\$3,153.60
Total payment	\$19,893.58

Payments are exclusive of all applicable taxes and freight unless otherwise noted.

Contract commencement: Upon delivery, installation and acceptance

First payment due: Net 30

Payment adjustment: The payments quoted herein were calculated based, in part, on an interest rate equivalent as quoted on the Intercontinental Exchange website, at <https://www.theice.com/marketdata/reports/180>, under the USD Rates 1100 Series. Stryker's Flex Financial business reserves the right to adjust the payments prior to contract commencement in order to maintain current economics of this proposed transaction.

Deal consummation: This proposal is subject to final credit, pricing, and documentation approval. Legal documents must be signed before your equipment can be delivered.

Please note that this proposal is subject to change if documents are not signed prior to **8/31/2020**.



Proposal for:

CITY OF PORTLAND AMB
773 E GRAND RIV AVE
PORTLAND Michigan 48875

Prepared by:

Pierce Szubelak
pierce.szubelak@stryker.com

07/30/2020



Stryker Monitor Package

Quote Number: 10229707

Remit to: **Stryker Medical**

P.O. Box 93308

Version: 1

Chicago, IL 60673-3308

Prepared For: CITY OF PORTLAND AMB

Rep: Pierce Szubelak

Attn:

Email: pierce.szubelak@stryker.com

Phone Number:

Mobile: 989-255-4433

Quote Date: 07/30/2020

Expiration Date: 10/28/2020

Delivery Address

Name: CITY OF PORTLAND AMB
Account #: 1189749
Address: 773 E GRAND RIV AVE
PORTLAND
Michigan 48875

End User - Shipping - Billing

Name: CITY OF PORTLAND AMB
Account #: 1189749
Address: 773 E GRAND RIV AVE
PORTLAND
Michigan 48875

Bill To Account

Name: CITY OF PORTLAND AMB
Account #: 1189749
Address: 773 E GRAND RIV AVE
PORTLAND
Michigan 48875

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99577-001957	LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001365) per device, 1 Svc Manual CD (26500-003612) per order	2	\$29,420.73	\$58,841.46
2.0	41577-000288	Ship Kit -QUIK-COMBO Therapy Cable; 2 rolls100mm Paper; RC-4, Patient Cable, 4ft.; NIBP Hose, Coiled; NIBP Cuff, Reusable, adult; 12-Lead ECG Cable, 4-Wire Limb Leads, 5ft; 12-Lead ECG Cable, 6-Wire Precordial attachment	2	\$0.00	\$0.00
3.0	11140-000052	LP15 REDI-CHARGE Adapter Tray	1	\$174.62	\$174.62
4.0	21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	6	\$395.69	\$2,374.14
5.0	11171-000082	Masimo™;RC Patient Cable - EMS, 4 FT.	2	\$200.25	\$400.50
6.0	11160-000013	NIBP Cuff-Reusable, Child	2	\$20.83	\$41.66
7.0	11160-000017	NIBP Cuff -Reusable, Large Adult	2	\$28.84	\$57.68
8.0	11160-000019	NIBP Cuff-Reusable, Adult X Large	2	\$40.85	\$81.70
9.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	2	\$269.94	\$539.88
10.0	11220-000028	LIFEPAK 15 Carry case top pouch	2	\$48.86	\$97.72
11.0	11260-000039	LIFEPAK 15 Carry case back pouch	2	\$69.69	\$139.38
12.0	21996-000109	Titan III WiFi Gateway	2	\$829.04	\$1,658.08
14.0	99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	\$13,275.80	\$13,275.80
15.0	11576-000071	LUCAS External Power Supply	1	\$320.62	\$320.62



Stryker Monitor Package

Quote Number: 10229707

Remit to: **Stryker Medical**

Version: 1

P.O. Box 93308

Chicago, IL 60673-3308

Prepared For: CITY OF PORTLAND AMB

Rep: Pierce Szubelak

Attn:

Email: pierce.szubelak@stryker.com

Phone Number:

Mobile: 989-255-4433

Quote Date: 07/30/2020

Expiration Date: 10/28/2020

#	Product	Description	Qty	Sell Price	Total
16.0	11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	1	\$619.10	\$619.10
19.0	99512-001261	LIFEPAK CR2 Defibrillator, Semi-Automatic, WIFI, English, carrying case, 8 year warranty. Includes 1 PR QUIK-STEP electrodes and 1 battery (4 years each), LIFELINKcentral AED Program Manager Basic Account, USB cable, Operating Instructions	2	\$1,697.50	\$3,395.00
20.0	11101-000021	QUIK-STEP pacing/ECG/defibrillation electrodes, 4 year. Includes electrode cover, 1 set of adult/ pediatric electrodes, LPCR2	2	\$94.25	\$188.50
23.0	6506000000	Power-PRO XT	1	\$15,994.08	\$15,994.08
23.1	6085033000	PR Cot Retaining Post			
23.2	7777881669	3 Yr X-Frame Powertrain Wrnty			
23.3	7777881670	2 Yr Bumper to Bumper Warranty			
23.4	6506026000	Power Pro Standard Components			
23.5	6500001430	X-RESTRAINT PACKAGE			
23.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)			
23.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT			
23.8	6085031000	Trendelenburg			
23.9	6506037000	No Steer Lock Option			
23.10	6092036018	J Hook			
23.11	6506034001	6506 PERFORMANCE-LOAD OPTION			
23.12	6500038000	SMRT KIT-120V AC,12V DC, Brckt			
23.13	6500003130	KNEE GATCH BOLSTER MATRSS, XPS			
23.14	6506040000	XPS Option			
23.15	6085046000	Retractable Head Section O2			
23.16	0054200994	No Runner/HE O2			
23.17	6500315000	3 Stage IV Pole PR Option			



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Rep: Pierce Szubelak
Email: pierce.szubelak@stryker.com
Phone Number:
Mobile: 989-255-4433

Quote Date: 07/30/2020

Expiration Date: 10/28/2020

#	Product	Description	Qty	Sell Price	Total
23.18	6506012003	STANDARD FOWLER			
23.19	6500130000	Pocketed Back Rest Pouch			
23.20	6500128000	Head End Storage Flat			
23.21	6500147000	Equipment Hook			
24.0	TR-SMCOT-PPXT	TRADE-IN-STRYKER MANUAL COT TOWARDS PURCHASE OF POWERPRO XT	1	-\$500.00	-\$500.00
Equipment Total:					\$97,699.92

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
50994-000107	Trade in of LIFEPAK 12 Biphasic 3 features towards the purchase of a Stryker device	2	-\$5,000.00	-\$10,000.00
50994-000107	Trade in of LIFEPAK 12 Biphasic 3 features towards the purchase of a Stryker device	1	-\$4,000.00	-\$4,000.00

ProCare Products:

#	Product	Description	Qty	Start Date	End Date	Sell Price	Total
13.0	11600-000030	CODE-STAT 11 Data Review Seat License	1	07/30/2020	07/29/2021	\$2,263.20	\$2,263.20
21.1	78000009	Ship In Prevent for LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001365) per device, 1 Svc Manual CD (26500-003612) per order	2	07/30/2020	07/29/2024	\$4,773.60	\$9,547.20
22.1	78000021	Ship In Prevent for LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	07/30/2020	07/29/2024	\$3,957.60	\$3,957.60
ProCare Total:							\$15,768.00



Stryker Monitor Package

Quote Number: 10229707

Version: 1

Prepared For: CITY OF PORTLAND AMB

Attn:

Quote Date: 07/30/2020

Expiration Date: 10/28/2020

Remit to: **Stryker Medical**

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Pierce Szubelak

Email: pierce.szubelak@stryker.com

Phone Number:

Mobile: 989-255-4433

Price Totals:

Grand Total:	\$99,467.92
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Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-52

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

WHEREAS, the City of Portland was awarded 95% funding through the MDOT Local Bridge Program to make improvements to the Grand River Avenue Bridge (the Project); and

WHEREAS, the Michigan Department of Transportation (MDOT) administers Federal Surface Transportation Funds on behalf of the Federal Highway Administration (FHWA) for projects located in Michigan; and

WHEREAS, Fleis and VandenBrink has proposed to provide construction engineering services for the Project as outlined in the attached Exhibit A.

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 Bridge Improvement Project for the amount of \$59,800.00 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: August 17, 2020

Monique I. Miller, City Clerk



August 5, 2020

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

**RE: Construction Engineering Proposal for
Grand River Avenue Bridge Improvements**

Dear Tutt,

As you are aware, bids were received for the Grand River Avenue Bridge project in the MDOT bid letting on July 10. MDOT is in the process of awarding the contract to the low bidder, Anlaan Corporation. It is a competitive bidding process, with a total of 6 bids received and the low bid being \$552,547.80. We are awaiting the detailed Progress Schedule from Anlaan, but anticipate the majority of the construction to be complete in approximately 8 weeks between August and November. 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 BRIDGE IMPROVEMENTS**

By: _____

Title: _____

Date: _____

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

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 40 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 with 2 staking trips by a surveyor for the approach work.
10. Coordinate MDOT file review and contract closeout.
11. Complete an initial bridge inspection for the structure to establish a new baseline that reflects the improvements.

CITY OF PORTLAND
Construction Engineering
For City Grand River Avenue Bridge 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	\$15,600
Construction Staking/Layout	3,500
On-Site Observation and Testing	33,900
Off-Site Testing	1,600
Contract Closeout	<u>5,200</u>
TOTAL PROPOSED CONSTRUCTION ENGINEERING BUDGET	\$59,800

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. 20-53

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENTS TO
CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Portland Area Municipal Authority

-Patrick Fitzsimmons to a term expiring June 30, 2023

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointments as set forth above.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2020

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 3, 2020

In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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

Guests: Dana Hengesbach and Family; Kathy Parsons; Bob Lathers of The Beacon

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

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

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman introduced new Ambulance Director Zach Waltersdorf.

City Manager Gorman reported that the Small Urban Project on Grand River Avenue from Cutler Rd. to Rowe Ave. is underway. The project is expected to be completed in mid-September.

The City applied for the First Responder Hazard Pay Premiums Program (FRHPPP) to reimburse qualifying first responder pay premiums who performed hazardous work related to COVID-19.

The City had been participating in the State's Workshare Program since April which allowed employers to furlough employees by working reduced hours. The City realized significant savings through this program while keeping employees whole. This program ended on July 24, 2020.

The bid letting for the Grand River Avenue Bridge Project was held in July via MDOT's local bridge program. Construction is expected to begin sometime this month.

The Safe Routes to School bid letting is expected to take place soon with construction expected to begin in Spring 2021.

After stalling during the COVID-19 pandemic, the EPP Fiber Project has resumed. The results of the study should be available soon.

City Clerk Miller provided an update and information on the Primary Election to be held tomorrow, Tuesday, August 4, 2020.

Under Presentations, Mayor Barnes presented a Certificate of Recognition to Dana Hengesbach in appreciation of her time spent as a volunteer to the DDA through the AmeriCorps VISTA program.

City Manager Gorman and Council Member Johnston also expressed their appreciation for all of her services to the DDA over the past two years.

Ms. Hengesbach provided information on what she has accomplished during her time serving the DDA and the City of Portland.

DDA Director ConnerWellman provided her report on downtown activities. Director ConnerWellman provided updates on business and property in the DDA District and other projects, recent activities, and community events.

Under New Business, the Council considered Resolution 20-50 to approve the purchase of three vault interrupters in the amount of \$52,188.00 as recommended by the Board of Light and Power at their regularly scheduled meeting on July 28, 2020.

Motion by Johnston, supported by Sheehan, to approve Resolution 20-50 approving the purchase of vault interrupters as recommended by the Board of Light and Power.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on July 20, 2020, payment of invoices in the amount of \$69,337.21 and payroll in the amount of \$98,430.09 for a total of \$167,767.30. Purchase orders to BS&A Software in the amount of \$5,084.00 for annual software services and support and Peerless Midwest Inc. in the amount of \$36,565.00 for repair and cleaning of well no. 7 were also included.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

There were no City Manager comments.

Under Council Comments, Mayor Barnes stated that the fundraiser for the Portland Area Fire Authority held at the CreeMee this past weekend went very well. There was good community participation.

The vintage baseball game will be held in Portland on August 28, 2020.

The community had the opportunity to honor Michigan State Police Trooper Caleb Starr, who recently passed away after he was injured by a drunk driver when he was on duty, as his body was transported from Grand Rapids to Lansing.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:47 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the August 3, 2020 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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; Ambulance Director Waltersdorf; DDA Director ConnerWellman; Police Chief Thomas

Presentation - Mayor Barnes presented a Certificate of Recognition to Dana Hengesbach in appreciation of her time spent as a volunteer to the DDA through the AmeriCorps VISTA program.

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

Approval of Resolution 20-50 approving the purchase of vault interrupters as recommended by the Board of Light and Power.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:47 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
FIRE PROS, LLC	00151	FIRE PROTECTION SERVICE - AMB, POLICE	260.00
FAMILY FARM & HOME	01972	WELDING HELMET, CART - ELECTRIC	179.98
BOUND TREE MEDICAL LLC.	01543	RING CUTTER BLADE - AMB	19.98
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	290.11
BOUND TREE MEDICAL LLC.	01543	GLOVES - AMB	68.00
KENDALL ELECTRIC	00225	COUPLINGS - ELECTRIC	88.36
FAMILY FARM & HOME	01972	WIRE FEED WELDER - ELECTRIC	699.99
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	437.63
HYDROCORP	02340	INSPECT/REPORTING SVCS - WATER	499.00
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	1.23
POLYDYNE INC.	02196	3 DRUMS POLYMER - WASTE WATER	1,886.36
BADER & SONS CO.	00031	BACKPACK SCRAPER - MAJ STS	95.96
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - MTR POOL	410.37
INSOURCE SOLUTIONS GROUP INC.	01813	INCOME TAX EFILE RETURNS JUNE/JULY - INC TAX	256.00
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	2,562.71
MCFADDEN LAW OFFICE PLLC	02299	JUNE LEGAL SERVICES - POLICE	241.50
CULLIGAN	02130	WATER - CITY HALL	7.50
MCFADDEN LAW OFFICE PLLC	02299	JULY LEGAL SERVICES - POLICE	357.65
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR & PARTS - CITY HALL	779.00
PLUNKETT COONEY	02635	LEGAL COVID SVCS - GEN	375.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	350.35
FIRE PROS, LLC	00151	HYDRO TEST O2 TANKS - AMB	155.00
BOUND TREE MEDICAL LLC.	01543	THERMOMETER - AMB	69.99
NYE UNIFORM CO.	00338	UNIFORM PANTS - POLICE	79.99
MHR BILLING	01780	JULY MONTHLY BILLING - AMB	1,276.00
DICKINSON WRIGHT PLLC	02244	JUNE 2020 LEGAL FEES - GEN	1,420.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	CONTRACTUAL SERVICES - WASTE WATER	9,757.53
FORTE PAYMENT SYSTEMS	02522	JULY CC FEES - REC	59.89
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTALS/SUPPLIES - PARKS	250.00
STATE OF MICHIGAN	00428	2018 STATE TAPE INDEX #19182 - INCOME TAX	525.20
WINDOW PRODUCTS	MISC	PROTECTION BARRIER KITS - ELECTIONS	408.75

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
SPECTRUM PRINTERS INC.	MISC	PRIMARY ELECTION SUPPLIES - ELECTIONS	546.87
MUNICIPAL SUPPLY CO.	00324	PARTS/SUPPLIES - WATER	208.14
BOBCAT OF LANSING	02439	REPAIRS TO SKID STEER - MTR POOL	3,624.50
WESTPHALIA MILLING CO.	00480	ATHLETIC CHALK - REC	51.60
PRINTING ESSENTIALS	02204	HAND SANITIZER STANDS - GEN	200.00
BADER & SONS CO.	00031	GATER SEAT CUSHION, SAW CHAIN, GREASE - PARKS,	89.93
ED FILTER	00540	OFFICIAL - REC	243.00
BRIAN RUSSELL	00593	OFFICIAL - REC	243.00
SHANE COOK	02511	OFFICIAL - REC	81.00
KATELYN RUSSELL	02457	OFFICIAL - REC	27.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	54.00
SPARROW OCCUPATIONAL HEALTH-LANSING	00340	PHYSICAL C CZAIIKA - AMB	176.00
GRANGER	00175	REFUSE - POLICE, COMM PROMO, ELECT	152.58
GRANGER	00175	REFUSE - WW	152.58
GRANGER	00175	REFUSE - MP, PARKS, CEM	374.26
USA BLUEBOOK	01850	PARTS, SUPPLIES - WW	47.47
USA BLUEBOOK	01850	THERMOCOUPLE ASSEMBLY- WW	550.70
PREMIER SAFETY	02465	REPAIR -CALIBRATION OF GAS MONITOR - WW	232.93
FABRICATED CUSTOMS	02637	T SHIRTS - ELECTRIC	252.00
VISCO	00793	ACRYLIC GLOBE - GEN	576.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	18.97
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	23.25
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	90.33
BERTMAN TOOLS LLC	02430	COMBO SET TOOLS - WATER	209.00
PORTLAND AREA FIRE AUTHORITY	02128	1ST QRTR FIRE SVCS - COMM PROMO	30,254.64
HAMMERSMITH EQUIPMENT COMPANY	00183	SUPPLIES - MTR POOL	115.95
CHROUCH COMMUNICATION, INC.	00082	BATTERIES - MTR POOL	187.61
FREDRICKSON SUPPLY LLC	02104	WIRELESS HEADSET - MAJ, LOC STS	825.15
BERTMAN TOOLS LLC	02430	BATTERY CHARGER - MTR POOL	295.00
BERTMAN TOOLS LLC	02430	SOCKETS - MTR POOL	39.80
NATIONAL HIGHWAY MAINTENANCE SYSTEMS	02606	CRACK SEALER - MAJ, LOC STS	4,775.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
COOK BROS EXCAVATING	00101	INSTALL/REPLACE ELECTRIC LINE - ELECTRIC	2,060.00
STAR THOMAS	01654	STORAGE/POSTAGE - POLICE	122.84
SLC METER LLC	02286	METERS - WATER	1,682.46
SLC METER LLC	02286	METER PARTS - WATER	414.90
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR/RATE STUDY - ELECTRIC	3,228.00
BEACON ATHLETICS	01242	FIELD MAINT SUPPLIES - PARKS	220.40
BADER & SONS CO.	00031	TRIMMER LINE - ELECTRIC	49.90
BRINK WOOD PRODUCTS	MISC	PLAYGROUND MULCH - PARKS	1,390.00
KEUSCH SUPER SERVICE	00228	OIL CHANGE - AMB	49.92
MAINTENANCE MAN	MISC	OIL CHANGE - POLICE	27.00
DURRANT BROTHERS CONSTRUCTION LLC	02612	TOAN PARK BATHROOM REMODEL - PARKS COUNCIL RES	7,712.00
GRANGER	00175	REFUSE - REFUSE	12,533.90
SMART BUSINESS SOURCE	02625	10 CASES COPY PAPER - VAR DEPTS	349.50
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMB	287.71
FAMILY FARM & HOME	01972	STRAW BALE - ELECTRIC	11.99
FLEIS & VANDENBRINK	00153	SAW GRANT - WW	37,523.90
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	531.00
SPARROW IONIA OCCUP HEALTH SERVICE	02275	PHYS DOT -C TEACHOUT - ELECTRIC	100.00
VERIZON WIRELESS	00470	PHONE/DATA - VAR DEPTS	584.52
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES - VAR DEPTS	327.49
TOM'S FOOD CENTER	00452	VAR SUPPLIES - VAR DEPTS	654.99
SLICK SHIRTS SCREEN PRINTING	02003	HATS - PARKS, CEM	166.00
SLICK SHIRTS SCREEN PRINTING	02003	WINTER HATS - PARKS, CEM	90.10
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,088.52
STAPLES BUSINESS CREDIT	00426	SUPPLIES- VAR DEPTS	249.16
USA TODAY NETWORK	02501	COUNCIL MEETING SYNOPSIS - GEN	82.00
Total:			\$140,125.49

**BI-WEEKLY
WAGE REPORT
August 10, 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.	8,799.14	25,684.48	3,130.88	8,311.10	11,930.02	33,995.58
ASSESSOR	977.80	2,936.80	74.79	224.66	1,052.59	3,161.46
CEMETERY	4,950.49	13,545.61	1,905.40	4,166.77	6,855.89	17,712.38
POLICE	25,751.51	57,029.01	5,765.38	13,587.20	31,516.89	70,616.21
CODE ENFORCEMENT	2,478.61	3,806.17	189.61	397.55	2,668.22	4,203.72
PARKS	2,998.55	8,750.15	574.77	1,430.68	3,573.32	10,180.83
INCOME TAX	1,962.96	5,428.58	678.01	1,840.72	2,640.97	7,269.30
MAJOR STREETS	3,244.03	8,917.10	2,153.29	5,487.47	5,397.32	14,404.57
LOCAL STREETS	3,336.41	7,516.15	2,209.17	4,237.07	5,545.58	11,753.22
RECREATION	272.53	753.69	97.36	226.12	369.89	979.81
AMBULANCE	30,945.63	55,196.62	4,039.33	8,980.17	34,984.96	64,176.79
DDA	2,054.88	5,704.80	375.21	978.82	2,430.09	6,683.62
ELECTRIC	17,972.58	54,819.32	7,231.21	18,041.63	25,203.79	72,860.95
WASTEWATER	6,129.79	17,770.24	2,987.82	6,869.91	9,117.61	24,640.15
WATER	4,919.11	15,169.33	2,494.71	6,892.26	7,413.82	22,061.59
MOTOR POOL	253.82	11,440.00	143.35	1,143.90	397.17	12,583.90
TOTALS:	117,047.84	294,468.05	34,050.29	82,816.03	151,098.13	377,284.08

**BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 08/11/2020
MEETING DATE 08/17/2020**

Fund	Description	Beginning Balance 07/30/2020	Total Cash in	Total Cash out	Cash Balance 08/11/2020	Time Certificates	Ending Balance 08/11/2020
101	GENERAL FUND	1,373,683.08	210,836.28	(142,699.49)	1,441,819.87	235,000.00	1,676,819.87
105	INCOME TAX FUND	190,056.32	76,594.37	(158,280.37)	108,370.32	10,000.00	118,370.32
150	CEMETERY PERPETUAL CARE FUND	58,602.51	144.91	(4.91)	58,742.51		58,742.51
202	MAJOR STREETS FUND	322,493.03	50,218.71	(14,609.88)	358,101.86		358,101.86
203	LOCAL STREETS FUND	250,208.58	26,298.67	(13,721.22)	262,786.03		262,786.03
208	RECREATION FUND	35,297.26	2,606.15	(1,253.29)	36,650.12		36,650.12
210	AMBULANCE FUND	30,269.39	89,691.35	(71,423.17)	48,537.57		48,537.57
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	486,793.74	2,763.28	(4,860.18)	484,696.84		484,696.84
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	4,000.00	(4,000.00)	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	0.25	-	-	0.25		0.25
520	REFUSE SERVICE FUND	11,486.10	2,519.33	(383.60)	13,621.83		13,621.83
582	ELECTRIC FUND	1,408,410.01	110,080.46	(141,902.80)	1,376,587.67	530,000.00	1,906,587.67
590	WASTEWATER FUND	(165,469.77)	69,038.65	(26,630.64)	(123,061.76)		(123,061.76)
591	WATER FUND	128,609.79	21,756.56	(42,235.62)	108,130.73	420,000.00	450,492.80
661	MOTOR POOL FUND	133,720.95	12,539.57	(7,645.71)	138,614.81		138,614.81
703	CURRENT TAX FUND	313,451.42	64,963.43	(328,594.38)	49,820.47		49,820.47
	TOTAL - ALL FUNDS	4,580,974.91	744,051.72	(958,245.26)	4,366,781.37	1,195,000.00	5,484,143.44
					ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
					ELECTRIC - MPPA MUNICIPAL TRUST	170,376.44	170,376.44
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	884,742.89	884,742.89
					ELECTRIC-PRIN & INT ESCROW	154,474.61	154,474.61
					WASTEWATER DEBT ESCROW	298,510.83	298,510.83
					WASTEWATER REPAIR ESCROW	142,476.31	142,476.31
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	77,636.99	77,636.99
							7,912,863.28

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

User: ABAUM

DB: Portland

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020	MONTH 07/31/2020	(DECREASE)	BALANCE	
			NORMAL (ABNORMAL)	INCREASE		NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	REAL PROPERTY TAXES	1,078,367.00	71,362.74		71,362.74	1,007,004.26	6.62
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,700.00	0.00		0.00	1,700.00	0.00
101-000-428.001	PILOT- WODA (OLD SCHOOL MANOR)	2,500.00	0.00		0.00	2,500.00	0.00
101-000-445.000	PENALTY & INTEREST	3,500.00	0.00		0.00	3,500.00	0.00
101-000-447.000	TAX COLLECTION FEES	45,000.00	2,031.39		2,031.39	42,968.61	4.51
101-000-451.000	BUSINESS PERMITS	100.00	0.00		0.00	100.00	0.00
101-000-453.000	CABLE TV FEES	24,000.00	0.00		0.00	24,000.00	0.00
101-000-455.000	TRAILER FEES	400.00	42.00		42.00	358.00	10.50
101-000-476.000	NON-BUSINESS PERMITS	55,000.00	2,952.00		2,952.00	52,048.00	5.37
101-000-543.000	ACT 302 POLICE TRAINING GRANT	600.00	0.00		0.00	600.00	0.00
101-000-570.000	LIQUOR FEES	3,800.00	0.00		0.00	3,800.00	0.00
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	2,000.00	0.00		0.00	2,000.00	0.00
101-000-575.000	REVENUE SHARING-CONST SALES	355,216.00	0.00		0.00	355,216.00	0.00
101-000-576.000	REVENUE SHARING-STAT SALES	114,380.00	0.00		0.00	114,380.00	0.00
101-000-620.000	PBT TESTING FEES	2,000.00	0.00		0.00	2,000.00	0.00
101-000-623.000	TRANSCRIPT FEES	600.00	36.50		36.50	563.50	6.08
101-000-624.000	MISCELLANEOUS FEES	200.00	0.00		0.00	200.00	0.00
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	27,418.83		27,418.83	301,607.17	8.33
101-000-630.000	CEMETERY LOT SALES	8,800.00	5,355.00		5,355.00	3,445.00	60.85
101-000-633.000	CEMETERY CARE FEES	5,560.00	975.60		975.60	4,584.40	17.55
101-000-634.000	GRAVE OPENING FEES	15,500.00	2,250.00		2,250.00	13,250.00	14.52
101-000-656.000	DISTRICT COURT FINES	9,500.00	498.61		498.61	9,001.39	5.25
101-000-661.000	PARKING FINES	2,800.00	10.00		10.00	2,790.00	0.36
101-000-663.000	MISCELLANEOUS FINES	2,000.00	269.00		269.00	1,731.00	13.45
101-000-664.000	SEX OFFENDER REGISTRATION FEES	100.00	0.00		0.00	100.00	0.00
101-000-665.000	INTEREST INCOME	3,000.00	29.91		29.91	2,970.09	1.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	420.00	11.08		11.08	408.92	2.64
101-000-667.000	RENTAL INCOME	2,800.00	365.00		365.00	2,435.00	13.04
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	22,000.00	0.00		0.00	22,000.00	0.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	35,000.00	3,280.74		3,280.74	31,719.26	9.37
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	1,760.40		1,760.40	239.60	88.02
101-000-699.150	TRANSFER FROM PERP CARE	420.00	4.70		4.70	415.30	1.12
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	50,037.00	0.00		0.00	50,037.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00		0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	0.00		0.00	32,009.00	0.00
TOTAL REVENUES		2,242,099.00	118,653.50		118,653.50	2,123,445.50	5.29
Expenditures							
100	COUNCIL	25,510.00	0.00		0.00	25,510.00	0.00
101	COMMUNITY PROMOTIONS	330,877.00	6,129.32		6,129.32	324,747.68	1.85
172	CITY MANAGER	174,021.00	11,038.28		11,038.28	162,982.72	6.34
191	ELECTIONS	7,360.00	18.00		18.00	7,342.00	0.24
201	GENERAL ADMINISTRATION	431,658.00	54,840.94		54,840.94	376,817.06	12.70
209	ASSESSING	57,097.00	2,809.56		2,809.56	54,287.44	4.92
265	CITY HALL	76,886.00	4,276.63		4,276.63	72,609.37	5.56
276	CEMETERY	164,135.00	9,825.84		9,825.84	154,309.16	5.99
301	POLICE	751,602.00	43,774.84		43,774.84	707,827.16	5.82
371	CODE ENFORCEMENT	47,337.00	1,678.21		1,678.21	45,658.79	3.55
728	ECONOMIC DEVELOPMENT	30,000.00	214.40		214.40	29,785.60	0.71
751	PARKS	154,103.00	10,569.51		10,569.51	143,533.49	6.86
TOTAL EXPENDITURES		2,250,586.00	145,175.53		145,175.53	2,105,410.47	6.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMAL)	MONTH 07/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	2,242,099.00	118,653.50	118,653.50	2,123,445.50	5.29
	TOTAL EXPENDITURES	2,250,586.00	145,175.53	145,175.53	2,105,410.47	6.45
	NET OF REVENUES & EXPENDITURES	(8,487.00)	(26,522.03)	(26,522.03)	18,035.03	312.50

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMAL)	MONTH 07/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	724,100.00	156,068.82	156,068.82	568,031.18	21.55
	TOTAL EXPENDITURES	1,284,692.00	20,755.07	20,755.07	1,263,936.93	1.62
	NET OF REVENUES & EXPENDITURES	(560,592.00)	135,313.75	135,313.75	(695,905.75)	24.14
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	4,700.00	1,099.91	1,099.91	3,600.09	23.40
	TOTAL EXPENDITURES	200.00	4.70	4.70	195.30	2.35
	NET OF REVENUES & EXPENDITURES	4,500.00	1,095.21	1,095.21	3,404.79	24.34
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	876,323.00	(3.90)	(3.90)	876,326.90	0.00
	TOTAL EXPENDITURES	957,317.00	11,513.33	11,513.33	945,803.67	1.20
	NET OF REVENUES & EXPENDITURES	(80,994.00)	(11,517.23)	(11,517.23)	(69,476.77)	14.22
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	392,408.00	5,634.56	5,634.56	386,773.44	1.44
	TOTAL EXPENDITURES	459,871.00	10,383.32	10,383.32	449,487.68	2.26
	NET OF REVENUES & EXPENDITURES	(67,463.00)	(4,748.76)	(4,748.76)	(62,714.24)	7.04
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	99,500.00	1,254.58	1,254.58	98,245.42	1.26
	TOTAL EXPENDITURES	131,664.00	2,725.94	2,725.94	128,938.06	2.07
	NET OF REVENUES & EXPENDITURES	(32,164.00)	(1,471.36)	(1,471.36)	(30,692.64)	4.57
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	626,866.00	124,408.36	124,408.36	502,457.64	19.85
	TOTAL EXPENDITURES	626,544.00	58,148.31	58,148.31	568,395.69	9.28
	NET OF REVENUES & EXPENDITURES	322.00	66,260.05	66,260.05	(65,938.05)	10,577.66
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	325,810.00	41.19	41.19	325,768.81	0.01
	TOTAL EXPENDITURES	383,594.00	11,577.77	11,577.77	372,016.23	3.02
	NET OF REVENUES & EXPENDITURES	(57,784.00)	(11,536.58)	(11,536.58)	(46,247.42)	19.97
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 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	152,700.00	12,597.98	12,597.98	140,102.02	8.25
	TOTAL EXPENDITURES	151,200.00	0.00	0.00	151,200.00	0.00
	NET OF REVENUES & EXPENDITURES	1,500.00	12,597.98	12,597.98	(11,097.98)	839.87

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMAL)	MONTH 07/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	3,995,025.00	359,041.07	359,041.07	3,635,983.93	8.99
	TOTAL EXPENDITURES	4,808,473.00	157,729.26	157,729.26	4,650,743.74	3.28
	NET OF REVENUES & EXPENDITURES	(813,448.00)	201,311.81	201,311.81	(1,014,759.81)	24.75
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,018,180.00	71,887.63	71,887.63	946,292.37	7.06
	TOTAL EXPENDITURES	1,112,401.00	47,913.29	47,913.29	1,064,487.71	4.31
	NET OF REVENUES & EXPENDITURES	(94,221.00)	23,974.34	23,974.34	(118,195.34)	25.44
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	747,326.00	60,562.65	60,562.65	686,763.35	8.10
	TOTAL EXPENDITURES	967,153.00	37,637.32	37,637.32	929,515.68	3.89
	NET OF REVENUES & EXPENDITURES	(219,827.00)	22,925.33	22,925.33	(242,752.33)	10.43
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	569,708.00	32,592.14	32,592.14	537,115.86	5.72
	TOTAL EXPENDITURES	688,908.00	248,871.87	248,871.87	440,036.13	36.13
	NET OF REVENUES & EXPENDITURES	(119,200.00)	(216,279.73)	(216,279.73)	97,079.73	181.44
	TOTAL REVENUES - ALL FUNDS	9,541,646.00	825,184.99	825,184.99	8,716,461.01	8.65
	TOTAL EXPENDITURES - ALL FUNDS	11,581,017.00	607,260.18	607,260.18	10,973,756.82	5.24
	NET OF REVENUES & EXPENDITURES	(2,039,371.00)	217,924.81	217,924.81	(2,257,295.81)	10.69

Working Location: Portland, City of
 I 96 & E Grand River Ave
 Gateway sign
 Portland MI 48875

Portland, City of
 773 Grand River Dr
 Portland MI 48875

Contact: Tutt Gorman
 Salesperson: Mary Cook
 Date: 7/31/2020

It is VALLEY CITY SIGN's pleasure to submit this quotation for the following:

Qty	Item Number	Drawing # / Description	Unit Price	Extended Price
1	LOW PROFILE SIGN - ILLUMINATED	173478-5 * 96" x 120" Overall sign single face illuminated monument sign * Custom fabricated cabinet * .100" Aluminum routed out with pushed through .500" copy * Fabricated aluminum "waves" * 30" Diameter logo with digital print * White LED illumination * Removeable back for service * Stone veneer base with two piece base cap * Paint four (4x) colors * Vinyl three (3x) colors	13,750.00	\$13,750.00
1	INSTALLATION	Drawing not required * Install North side of I96 at highway exit 77 * Customer to bring power to the sign location	1,438.00	\$1,438.00
1	ADMINISTRATION FEE	Fees for researching and obtaining permits	150.00	\$150.00

TERMS CREDIT LINE
 50% Down, Bal b4 Ins \$0.00

Subtotal \$15,338.00
 Permits \$0.00
 Tax \$0.00
 Total \$15,338.00

NOTES
 Permit and Sealed Engineer Drawing costs will be added if applicable.
 Installation costs based upon normal conditions.
 Primary 120 volt wiring and hook up are by your electrician

Pricing is valid for 90 days from date of quote, unless noted above.



PURCHASE ORDER

City of Portland

P.O. **6159**

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

VENDOR Off and Running Painting - Jodi Slater
840 Ionia Rd.
Portland MI 48875

DATE: 8.5.2020

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Completion Boardwalk + VMB RAILING PAINTING \$40,000	DDA - Cont. Svc. Capital Outlay		
Pd. 1/2 in June \$20,000			
BALANCE			\$20,000 -
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	\$20,000 -

Treasurer Initials

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

**PRIMARY ELECTION
RESULTS
AUGUST 4, 2020**

RACE	PRECINCT 1	AVCB	CITY TOTAL	COUNTY	STATE
REPUBLICAN PARTY PRIMARY					
<u>UNITED STATES SENATOR</u>					
John James	231	213	444	7,828	1,002,235
<u>REPRESENTATIVE FOR CONGRESS - 3RD DISTRICT</u>					
Lynn Afendoulis	63	45	108	1,800	24,580
Joe Farrington	19	27	46	545	3,966
Peter Meijer	120	140	260	4,209	47,272
Thomas J. Norton	40	25	65	1,647	14,914
Emily Rafi	4	14	18	273	3,462
<u>REPRESENTATIVE IN STATE LEGISLATURE - 87TH DISTRICT</u>					
Calley, Julie	219	226	445	5,266	15,408
<u>COUNTY PROSECUTING ATTORNEY</u>					
Butler, Kyle	195	199	394	7,296	
<u>COUNTY SHERIFF</u>					
Douglas Gurski	69	98	167	1,248	
Charlie Noll	161	130	291	6,484	
Robert Rickert	11	25	36	723	
<u>COUNTY CLERK</u>					
Greg Geiger	195	191	386	7,260	
<u>COUNTY TREASURER</u>					
Judith A. Clark	190	198	388	7,216	
<u>COUNTY REGISTER OF DEEDS</u>					
Rhonda Lake	100	124	224	4,691	
Will Wagner	111	91	202	3,027	
<u>COUNTY DRAIN COMMISSIONER</u>					
Rose, Robert	194	197	391	7,302	
<u>COUNTY COMMISSIONER - 7TH DISTRICT</u>					
Sharp, Georgia Ricardson	198	204	402	1,035	
<u>DELEGATE TO COUNTY CONVENTION</u>					
Mishler, Brian	163	174	337		
DEMOCRATIC PARTY PRIMARY					
<u>UNITED STATES SENATOR</u>					
Gary Peters	58	269	327	3,148	1,177,175
<u>REPRESENTATIVE FOR CONGRESS - 3rd DISTRICT</u>					
Hillary Scholten	58	254	312	3,003	65,005
<u>REPRESENTATIVE IN STATE LEGISLATURE - 87TH DISTRICT</u>					
Jay Molette	57	253	310	1,784	5,397
PROPOSALS					
<u>911 OPERATING SURCHARGE</u>					
Yes	232	449	681	9,086	
No	78	109	187	3,382	
<u>SENIOR CITIZENS SERVICES MILLAGE RENEWAL AND RESTORATION</u>					
Yes	246	483	729	9,520	
No	59	72	131	2,826	

**PRIMARY ELECTION
RESULTS
AUGUST 4, 2020**

	Voters
Precinct 1	320
AVCB	590
Total`	910
Registered Voters	2773

***64% of Voter Turnout was by Absentee Ballot**



**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
AUGUST 11, 2020 - 3:00 P.M.**

**THIS MEETING WILL BE HELD IN PERSON
101 WEST MAIN STREET, 3RD FLOOR
IONIA, MI**

AGENDA

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

(3 minute time limit per speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Ratify signature on County Child Care Budget Summary-Juvenile Court
 - C. Approve Health Department Payroll and Accounts Payable
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Request approval of Ionia County Health Department Budget Amendment-Cost Allocation
 - B. Request approval of Amendment 4 of the Agreement between Michigan Department of Health and Human Services FY 19/20-Health Department.
 - C. Request to renew Speech Therapy Referral Service Agreement-Health Department
 - D. Request discussion on Audio/Visual Equipment in Board Room
 - E. Request approval and signature on Agreement to Provide Professional Consulting Services from MAXIMUS Consulting Services for County Cost Allocation Plan Preparation.
 - F. Request approval of the Secondary Road Patrol & Traffic Accident Program application for 2021 fiscal year-Sheriff Department
 - G. Request Grant Agreement for the 2019-2020 Hazardous Materials Emergency Preparedness Planning Program—Emergency Management

- H. Request approval and signature of Chip & Fog Seal Contract between Road Department and the Village of Pewamo-Road Department
- I. Request approval to Solicit bids for Gravel Processing-Road Department
- J. Request approval to hire part time animal kennel attendant position—Animal Shelter
- K. Request approval from interview committee to hire Managing Director position-Road Department
- L. Request approval for Michigan Indigent Defense Commission Grant Budget Adjustment-Public Defender
- M. Approve per diem and mileage

IX. Department Reports

- A.

X. Reports of Officers, Boards, and Standing Committees

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

XI. Reports of Special or Ad Hoc Committees

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

XIII. Closed Session

- A. Discussion with Attorney Gordon Love regarding union negotiations update.

XIV. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Two three-year term expired April 2020.
- West Michigan Regional Planning Commission – One one-year terms, expired December 2019.
- Tax Allocation Board – One –one year term expired January 2020

Appointments for consideration in the month of June 2020:

Appointments for consideration in the month of July 2020:

Appointments for consideration in the month of August 2020:

Appointments for consideration in the month of September 2020:

- Commission on Aging Board – one – three year term expiring September 2020

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20234**

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its gas cost recovery plan (Case No. U-20233) for the 12-month period April 2019-March 2020.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: Tuesday, August 18, 2020 at 10:00 AM

BEFORE: Administrative Law Judge Kandra Robbins

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscdockets@michigan.gov in advance of the hearing. Instructions regarding participation will be filed in the docket.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) June 30, 2020 application requesting the Commission to: 1) approve their gas cost recovery (GCR) reconciliation for the 12-month period ending March 31, 2020 2) approve a \$641,408 under-recovery, including interest, to be rolled into the 2020-2021 GCR reconciliation beginning balance; and 3) grant Consumers Energy such other and further relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscdockets. 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: mpscdockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscdockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 11, 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.

The prehearing is currently scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing. However, the Commission will continue to evaluate whether the prehearing can be safely converted to an in-person hearing. Thus, all interested persons should monitor this docket prior to the prehearing for any potential changes to the format of the prehearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-20234. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. 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. 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.

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, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

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

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

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

U-20234
2010-G

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY AND
DTE ELECTRIC COMPANY
CASE NO. U-20844**

- Consumers Energy Company and DTE Electric Company requests the Michigan Public Service Commission for accounting approval of depreciation practices for the Ludington pumped storage plant.
- The information below describes how a person may participate in this case.
- You may call or write e Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050; or DTE Electric Company, One Energy Plaza, Detroit, Michigan 48226-1279, (800) 477-4747 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or DTE Electric Company.
- A pre-hearing will be held:

DATE/TIME: Wednesday, August 19, 2020 at 10:00 AM

BEFORE: Administrative Law Judge Sharon Feldman

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscdockets@michigan.gov in advance of the hearing. Instructions regarding participation will be filed in the docket.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company and DTE Electric Company's July 10, 2020 application requesting the Commission to approve their joint request for depreciation accrual rates, depreciation expense and depreciation rate change implementation timing requested for accounting and ratemaking purposes for the Ludington Plant, and other relief. DTE Electric and Consumers Energy are requesting an increase in annual depreciation expenses of \$16.7 million and \$16.8 million, respectively.

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 August 12, 2020. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's attorney, Michael C. Rampe, One Energy Plaza, Jackson, MI 49201 and DTE Electric's attorney, Jon P. Christinidis, One Energy Plaza, Detroit, MI 48226.

The prehearing is currently scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing. However, the Commission will continue to evaluate whether the prehearing can be safely converted to an in-person hearing. Thus, all interested persons should monitor this docket prior to the prehearing for any potential changes to the format of the prehearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-20844. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. 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. 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.

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 and DTE Electric Company's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company and DTE Electric 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.