



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

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

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

And Via Virtual Zoom Meeting ID# 898 8438 5230

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	Decision
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	
7:03 PM	<b>IV. <u>Public Comment</u></b> (5-minute time limit per speaker)	
7:08 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u></b> - None	
	<b>VII. <u>Public Hearing(s)</u></b> - None	
	<b>VIII. <u>Old Business</u></b> - None	
	<b>IX. <u>New Business</u></b> - None	
7:20 PM	<b>X. <u>Consent Agenda</u></b>	Decision
	<b>A.</b> Minutes & Synopsis from the Regular City Council Meeting on November 2, 2020	
	<b>B.</b> Payment of Invoices in the Amount of \$74,732.00 and Payroll in the Amount of \$151,240.29 for a Total of \$225,972.29	
	<b>C.</b> Purchase Orders over \$5,000.00 - None	
	<b>XI. <u>Communications</u></b>	
	<b>A.</b> Water Department Report for October 2020	
	<b>B.</b> Wastewater Department Report for October 2020	
	<b>C.</b> Notice of Public Hearing – County of Ionia	
	<b>D.</b> Ionia County Board of Commissioners Agenda Meeting for November 10, 2020	
	<b>E.</b> Ionia County Board of Commissioners Agenda Meeting for November 17, 2020	
	<b>F.</b> MPSC Notice of Hearing for Consumers Energy	
7:23 PM	<b>XII. <u>Other Business</u></b> – None	
7:25 PM	<b>XIII. <u>City Manager Comments</u></b>	
7:30 PM	<b>XIV. <u>Council Comments</u></b>	
7:35 PM	<b>XV. <u>Adjournment</u></b>	Decision

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, November 2, 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; Police Chief Thomas; DDA Director ConnerWellman

Guests: Jon Moxey of Fleis & VandenBrink; Kathy Parsons; Bob Lathers of The Beacon

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

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

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman commended City Clerk Miller and Precinct Chair Noreen Logel for their work in preparing for tomorrow's General Election.

Over the past couple of weeks, the Electric Department has worked to complete the installation of 24 fault interrupters throughout the system. That last part of the project was completed in the early morning hours on November 1<sup>st</sup>. The process went very smoothly.

City Clerk Miller introduced Ionia County Clerk Greg Geiger and thanked him for his assistance in preparations for the election and further provided Election Day information.

The Grand River Avenue Bridge was reopened today and the preliminary walk through was held.

The new community entrance sign was installed on Friday, October 30<sup>th</sup>. The sign was built and installed by Valley City Sign. City Manager Gorman extended his thanks to the DPW and Electric Department for their assistance with the installation.

The mill & fill projects on Bridge Street between Kent St. and Maple St., the James Street hill and the Grant Street hills have been completed and look great.

City Manager Gorman reported that he has been contacted by Saddleback BBQ, which has two locations in the Lansing area. There have been preliminary discussions of them opening a location in Portland.

Under Presentations, 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 20-62 to approve the DDA's Splash Pad and William Toan Park Improvement Project with an estimated construction cost of \$491,000.00 as well as Fleis & VandenBrink's proposal to provide engineering services in the amount of \$55,000.00.

City Manager Gorman presented information on the proposed Splash Pad and William Toan Park Improvement Project.

Jon Moxey of Fleis & VandenBrink provided information on the proposed conceptual design for William Toan Park. With approval of the proposed resolution they will move forward with finalizing the plans for bid letting. The park will be transformed to a "destination park".

City Manager Gorman noted the current play structure that was donated by the Nichols family in memory of their son be will relocated within the park. The Wind Song art piece that was donated by the Pline family will be relocated to Two Rivers Park.

Motion by Johnston, supported by Sheehan, to approve Resolution 20-62 approving the DDA's Splash Pad and William Toan Park Improvement Project and Fleis & VandenBrink's proposal to provide engineering services.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 20-63 to approve Fleis & VandenBrink's proposal to provide construction engineering services in the amount of \$98,800.00 for the Safe Routes to School Project.

Mr. Moxey presented information on the upcoming Safe Routes to School project. Construction is expected to begin Spring of 2021.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 20-63 approving Fleis & VandenBrink's proposal to provide construction engineering services for the Safe Routes to School Project.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 20-64 to approve a capacity purchase in an amount not to exceed \$194,400.00 to meet a portion of its future load requirements for the Board of Light and Power through the Michigan Public Power Agency. At its meeting on October 27, 2020, the Board of Light and Power voted to recommend that Council approve this capacity purchase.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 20-64 approving a capacity purchase for the Board of Light and Power through the Michigan Public Power Agency.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Sheehan, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on October 19, 2020, payment of invoices in the amount of \$181,462.86 and payroll in the amount of \$115,046.66 for a total of \$296,509.52. Purchase orders to Fleis & VandenBrink in the amount of \$13,634.38 for construction administration for the Grand River Small Urban Project, the State of Michigan in the amount of \$14,427.09 for payment on the Grand River Small Urban Project, and Resco in the amount of \$17,396.03 for a MVI Vault Interrupter were also included.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Gorman comments, City Manager Gorman noted that Halloween was a beautiful evening and a great success!

City Manager Gorman presented the cover of the most recent issue of Currents magazine, which highlights the City of Portland and its electrical system.

City Manager Gorman reminded residents that the No Parking Ban from 2:00 – 6:00 A.M. went into effect November 1<sup>st</sup> and will remain through April 1<sup>st</sup>.

Under Council Comments, Mayor Pro-Tem VanSlambrouck noted how great the Grand River Avenue Bridge Project looks and that the maintenance done as part of the project will help maintain the integrity of the bridge long into the future. He further reminded residents to vote tomorrow and with the increase in COVID cases to stay safe and use common sense.

Mayor Barnes reminded residents to vote and noted how fortunate Portland is to have a good election process.

City Manager Gorman thanked the local businesses; in particular, ConfluxCity Brewing Company and Fabiano's for their flexibility and patience throughout the Grand River Avenue Bridge Project.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:45 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the November 2, 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; Police Chief Thomas; DDA Director ConnerWellman

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

**Approval of Resolution 20-62** approving the DDA’s Splash Pad and William Toan Park Improvement Project and Fleis & VandenBrink’s proposal to provide engineering services. All in favor. Adopted.

**Approval of Resolution 20-63** approving Fleis & VandenBrink’s proposal to provide construction engineering services for the Safe Routes to School Project. All in favor. Adopted.

**Approval of Resolution 20-64** approving a capacity purchase for the Board of Light and Power through the Michigan Public Power Agency. All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:45 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
MUNICIPAL SUPPLY CO.	00324	CLAMPS, COUPLINGS, PARTS - WATER	729.61
KEUSCH SUPER SERVICE	00228	TIRES #954 - MP	425.00
TRUCK & TRAILER	00461	BRACKETS FOR HALF FENDERS - MP	58.50
BADER & SONS CO.	00031	REPAIR GATOR - PARKS	2,548.77
BADER & SONS CO.	00031	ALTERNATOR & BELT - PARKS, CEM	229.76
SLICK SHIRTS SCREEN PRINTING	02003	MENS SOFTBALL CHAMPIONSHIP SHIRTS - REC	165.06
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR/PARTS - ELECTRIC	618.00
RESCO	00392	BUSHING WELL EXTEND W/STUD - ELECTRIC	1,692.00
RESCO	00392	LOCK ENCLOSURE - ELECTRIC	250.00
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICAL S SMITH - AMB	176.00
ELHORN ENGINEERING	00139	EL-CHLOR, CARBOY - WATER	515.00
K-13 LAWN CARE	00220	LAWN APPLICATIONS 2020- PARKS	1,100.00
WINDEMULLER	02229	REPAIR WORK TO SCADA - WW	570.00
PETERSEN OIL & PROPANE	02534	136 GAL DIESEL FUEL - MP	236.70
HYDROCORP	02340	INSPECT/REPORTING SVCS - WATER	499.00
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	557.79
MCFADDEN LAW OFFICE PLLC	02299	OCT LEGAL SERVICES - POLICE, ELECTION	276.00
PETERSEN OIL & PROPANE	02534	182 GAL DIESEL FUEL - MP	300.40
DESHAZO LLC	02608	ANNUAL INSPECT CRANES/HOISTS - WW	375.00
BOUND TREE MEDICAL LLC.	01543	WINTER COATS BBP - AMB	459.98
BRHCONSULTING, LLC	02646	OCTOBER CONSULT - ELECTRIC	3,000.00
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES, PARTS, REPAIRS - VAR DEPTS	1,339.93
CIVIC PLUS	02335	WEBSITE ANNUAL FEE HOST/SUPPORT - COMM PROMO	2,109.86
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOR TACO BELL - ELECTRIC	615.50
FABRICATED CUSTOMS	02637	EMS SHIRTS EMBROIDERY - AMB	90.10
HASTINGS FIBER GLASS PRODUCTS	01124	METER LINE TESTERS - ELECTRIC	1,192.00
HOMETOWN SPORTS, INC.	01326	FACE MASKS - GEN	168.00
INSOURCE SOLUTIONS GROUP INC.	01813	INCOME TAX EFILE - INCOME TAX	76.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	268.17
EGLE-CASHIERS OFFICE-WRD	00428	NPDES ANNUAL PERMIT FEE - WW	400.00
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	65.27

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	6.85
GRANGER	00175	REFUSE - MP, PARKS, CEM	374.26
ROD SMITH	02317	CLOTHING ALLOWANCE - WATER	218.00
ZACH WALTERSDORF	02621	SAFETY SUPPLIES - AMB	106.65
KEUSCH SUPER SERVICE	00228	AMB 45 TIRES, REPAIRS - AMB	2,301.59
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	17.80
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	8.90
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	85.95
BOUND TREE MEDICAL LLC.	01543	CPAP COVID SUPPLIES - AMB	286.32
BOUND TREE MEDICAL LLC.	01543	GLOVES COVID SUPPLIES - AMB, POLICE	273.30
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	438.26
WESTPHALIA ELECTRIC CO.	00412	LIGHTING CEM BUILDING - CEM	1,000.00
SLC METER LLC	02286	BADGER METERS - WATER	90.51
RESCO	00392	UNSUL PARKING BUSHING - ELECTRIC	908.37
PLUNKETT COONEY	02635	GEN LEGAL SERVICES - GEN	1,275.00
MIRACLE RECREATION EQUIPMENT CO.	01706	REPAIR ALTON PARK - PARKS	349.00
MID-STATES BOLT & SCREW CO.	02607	BOLTS & SCREWS - ELECTRIC	111.05
MICHIGAN MUNICIPAL LEAGUE	00285	CDL CONSORTIUM DRIVERS FEE - VAR DEPTS	900.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	CONTRACTUAL SERVICE - WW	9,757.53
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOR RED MILL LIGHTS - COMM PROMO	386.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR #929 - MP	20.00
KEUSCH SUPER SERVICE	00228	TIRES #906 & #912 - MTR POOL	479.96
KEUSCH SUPER SERVICE	00228	OIL CHANGE #45 - AMB	100.39
KENDALL ELECTRIC	00225	STREET LIGHT BULBS - COMM PROMO	341.69
MOYER CONSTRUCTION	00316	BLACK MULCH - MAJ STS	70.00
KRISTINA KINDE	02352	SKF REVIEW OF AUDIT DRAFT - GEN	200.00
GROSS MACHINE SHOP	00180	REPAIR LEAF TRAILER - MP, MAJ STS	240.00
CAROL TONKIN	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	150.00
DON MILLER	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	50.00
WINZER CORPORATION	01686	SUPPLIES - MTR POOL	72.91
CBIZ RETIREMENT PLAN SERVICES	02426	ACTUARIAL EVALUATION FOR GASB 74-75 - VAR DEPTS	2,000.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TOM'S FOOD CENTER	00452	VAR SUPPLIES - VAR DEPTS	391.61
KENDALL ELECTRIC	00225	EQUIPMENT FOR INTERRUPTERS - ELECTRIC	625.01
DICKINSON WRIGHT PLLC	02244	SEPT LEGAL SERVICES - GEN	627.00
FORTE PAYMENTS, INC.	02522	OCT CC FEES - REC	6.83
STATE OF MICHIGAN	00428	ASSESSOR LICENSE RENEWAL - ASSESSING	175.00
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR/RATE STUDY - ELECTRIC	361.50
CULLIGAN	02130	WATER CITY HALL - GEN	14.00
CAPITOL BARRICADING, INC	MISC	MDOT LUMP SUM TRAFFIC CONTROL - ELECTRIC	1,250.00
GRANGER	00175	REFUSE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER	00175	REFUSE - WW	152.58
STAPLES BUSINESS CREDIT	00426	SUPPLIES - VAR DEPTS	198.37
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	217.45
KENDALL ELECTRIC	00225	ST LIGHT BULBS - COM PROMO	170.89
STAR THOMAS	01654	USPS, TARGETS - POLICE	67.96
FIRST ADVANTAGE OCCUPATIONAL HEALTH	02603	DRUG TESTING S SCHEURER - ELECTRIC	41.82
S&K PRINTING	00400	WINTER PROP TAX BILLS - GEN	350.00
S&K PRINTING	00400	WINTER TAX BILLS - GEN	195.00
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	2.19
PULSE BROADBAND LLC	02565	EXECUTABLE PROJECT PLAN - ELECTRIC	620.00
CORE TECHNOLOGY CORPORATION	02419	ANNUAL SUBSCRIPTION FEE - POLICE	2,788.00
GRAINGER, INC.	00172	JACK STANDS - MTR POOL	204.00
GRAINGER, INC.	00172	ANNUAL VEH INSPECT REPORT/LABEL - MTR POOL	70.32
FAMILY FARM & HOME	01972	CONCRETE/MORTAR MIX - MAJ STS	45.90
MICHIGAN PAVING & MATERIALS CO.	02102	ASPHALT - MAJ STS	137.20
AUTOMOTIVE EQUIPMENT SPECIALISTS	01880	OSHA INSPECTION/HOIST - MTR POOL	350.00
ARTIC BLASTERS INC.	MISC	THAWING DEVICE - WATER	950.00
EJ USA INC	02368	HYDRANT/FREIGHT - WATER	2,558.73
NATIONAL SAFETY COMPLIANCE	01958	SAFETY POSTERS - VAR DEPTS	48.00
VANCE OUTDOORS	02611	AMMUNITION - POLICE	317.88
D&K TRUCK COMPANY	02257	BRAKE SHOES/DRUMS, CORE DEP REF - MTR POOL	236.08
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,050.04

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL,COMM PROMO, CODE, AMB	25.13
HORROCKS GARDEN CENTER	MISC	TREE PLANTINGS - PARKS	1,775.00
MUNICIPAL SUPPLY CO.	00324	METER SUPPLIES - WATER	131.00
STAR THOMAS	01654	SUPPLIES - POLICE	450.33
MHR BILLING	01780	MHR MONTHLY BILLING OCT 2020- AMB	1,078.00
GRAINGER, INC.	00172	RESP MASKS - AMB	37.18
GRAINGER, INC.	00172	RESP MASKS - AMB	87.54
GRAINGER, INC.	00172	UVC SANITIZER - AMB	156.79
MENARDS	00260	TRASH CANS, 3 DRAWER CHEST - AMB	42.78
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC APPRV RES 20-22	3,587.62
SUNCOAST LEARNING SYSTEMS	MISC	PUMP MAINTENANCE HOME STUDY COURSE - WW	225.00
COOK BROS EXCAVATING	00101	REPAIR VAULT DRAIN - ELECTRIC CONS AGEN APPRV 7	8,810.00
USA TODAY NETWORK	02501	COUNCIL MEETING SYNOPSIS - GEN	222.00
Total:			\$74,732.00

**BI-WEEKLY  
WAGE REPORT  
November 16, 2020**

<b>DEPARTMENT</b>	<b>GROSS EARNINGS CURRENT PAY</b>	<b>GROSS EARNINGS YEAR-TO-DATE</b>	<b>SOCIAL SECURITY &amp; FRINGE BENEFITS CURRENT PAY</b>	<b>SOCIAL SECURITY &amp; FRINGE BENEFITS YEAR-TO-DATE</b>	<b>TOTAL CURRENT PAYROLL</b>	<b>GRAND TOTAL YEAR-TO-DATE</b>
GENERAL ADMIN.	15,710.16	99,749.60	2,849.70	26,639.17	18,559.86	126,388.77
ASSESSOR	1,073.17	10,261.93	82.09	785.04	1,155.26	11,046.97
CEMETERY	5,290.29	46,109.34	474.27	11,355.07	5,764.56	57,464.41
POLICE	22,327.58	15,559.08	4,128.19	41,163.58	26,455.77	56,722.66
CODE ENFORCEMENT	121.86	5,520.33	9.39	688.40	131.25	6,208.73
PARKS	2,931.66	29,085.12	301.80	5,115.09	3,233.46	34,200.21
INCOME TAX	2,543.31	21,067.71	619.83	6,311.22	3,163.14	27,378.93
MAJOR STREETS	7,200.59	32,486.85	1,242.95	15,113.91	8,443.54	47,600.76
LOCAL STREETS	5,539.16	32,479.32	968.81	14,234.41	6,507.97	46,713.73
RECREATION	447.79	3,018.14	49.71	689.37	497.50	3,707.51
AMBULANCE	14,992.12	130,542.66	2,639.75	25,966.82	17,631.87	156,509.48
DDA	2,713.46	22,130.82	379.22	3,571.30	3,092.68	25,702.12
ELECTRIC	24,787.32	193,782.83	4,967.51	54,394.73	29,754.83	248,177.56
WASTEWATER	9,291.39	68,091.57	2,158.37	19,957.77	11,449.76	88,049.34
WATER	11,107.96	59,472.81	3,022.25	21,021.64	14,130.21	80,494.45
MOTOR POOL	1,081.48	14,906.31	187.15	2,309.76	1,268.63	17,216.07
<b>TOTALS:</b>	<b>127,159.30</b>	<b>784,264.42</b>	<b>24,080.99</b>	<b>249,317.28</b>	<b>151,240.29</b>	<b>1,033,581.70</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 11/11/2020**  
**MEETING DATE 11/16/2020**

<b>Fund</b>	<b>Description</b>	<b>Beginning Balance 10/30/2020</b>	<b>Total Cash in</b>	<b>Total Cash out</b>	<b>Cash Balance 11/11/2020</b>	<b>Time Certificates</b>	<b>Ending Balance 11/11/2020</b>
101	GENERAL FUND	2,165,763.48	70,850.50	(117,225.73)	2,119,388.25	235,000.00	2,354,388.25
105	INCOME TAX FUND	63,919.84	51,255.31	(8,916.59)	106,258.56	10,000.00	116,258.56
150	CEMETERY PERPETUAL CARE FUND	59,152.51	230.83	(0.83)	59,382.51		59,382.51
202	MAJOR STREETS FUND	349,929.42	42,775.99	(58,188.24)	334,517.17		334,517.17
203	LOCAL STREETS FUND	272,766.38	19,416.55	(37,142.08)	255,040.85		255,040.85
208	RECREATION FUND	29,970.69	427.52	(1,404.33)	28,993.88		28,993.88
210	AMBULANCE FUND	108,059.31	23,028.62	(28,053.83)	103,034.10		103,034.10
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	677,828.20	2,718.02	(5,383.26)	675,162.96		675,162.96
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	14,856.41	2,631.37	(330.25)	17,157.53		17,157.53
582	ELECTRIC FUND	1,584,098.81	93,604.55	(130,198.72)	1,547,504.64	530,000.00	2,077,504.64
590	WASTEWATER FUND	(158,957.83)	25,570.87	(28,697.18)	(162,084.14)		(162,084.14)
591	WATER FUND	108,179.30	21,492.68	(57,532.23)	72,139.75	420,000.00	472,693.42
661	MOTOR POOL FUND	143,809.40	16,709.31	(12,775.42)	147,743.29		147,743.29
703	CURRENT TAX FUND	61,535.79	453.83	(23,932.32)	38,057.30		38,057.30
	<b>TOTAL - ALL FUNDS</b>	<b>5,484,273.96</b>	<b>371,165.95</b>	<b>(509,781.01)</b>	<b>5,345,658.90</b>	<b>1,195,000.00</b>	<b>6,521,212.57</b>
					ELECTRIC-RESTRICTED CASH	453,086.00	453,086.00
					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	992,288.84	992,288.84
					ELECTRIC-PRIN & INT ESCROW	162,159.45	162,159.45
					WASTEWATER DEBT ESCROW	342,588.99	342,588.99
					WASTEWATER REPAIR ESCROW	155,802.31	155,802.31
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	19,446.33	19,446.33
							<b>9,117,462.70</b>

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

User: ABAUM

DB: Portland

PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2020	MONTH 10/31/2020	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,078,367.00	1,038,017.96	689,148.02	40,349.04	96.26
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	1,507.07	1,507.07	1,992.93	43.06
101-000-447.000	TAX COLLECTION FEES	45,000.00	34,252.01	19,240.26	10,747.99	76.12
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	5.90	0.00	(5.90)	100.00
101-000-451.000	BUSINESS PERMITS	100.00	0.00	0.00	100.00	0.00
101-000-453.000	CABLE TV FEES	21,500.00	5,399.06	0.00	16,100.94	25.11
101-000-455.000	TRAILER FEES	400.00	168.00	42.00	232.00	42.00
101-000-476.000	NON-BUSINESS PERMITS	55,000.00	41,980.00	2,003.00	13,020.00	76.33
101-000-528.000	OTHER FEDERAL GRANTS	103,336.00	103,336.00	0.00	0.00	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	600.00	335.82	335.82	264.18	55.97
101-000-570.000	LIQUOR FEES	3,800.00	3,721.85	0.00	78.15	97.94
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	3,000.00	3,082.43	3,082.43	(82.43)	102.75
101-000-575.000	REVENUE SHARING-CONST SALES	294,315.00	117,340.00	68,264.00	176,975.00	39.87
101-000-576.000	REVENUE SHARING-STAT SALES	95,317.00	18,653.00	18,653.00	76,664.00	19.57
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	170.50	54.00	429.50	28.42
101-000-624.000	MISCELLANEOUS FEES	200.00	140.00	70.00	60.00	70.00
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	109,675.32	27,418.83	219,350.68	33.33
101-000-630.000	CEMETERY LOT SALES	8,800.00	7,495.00	0.00	1,305.00	85.17
101-000-633.000	CEMETERY CARE FEES	5,560.00	4,332.50	1,852.00	1,227.50	77.92
101-000-634.000	GRAVE OPENING FEES	15,500.00	6,075.00	750.00	9,425.00	39.19
101-000-656.000	DISTRICT COURT FINES	9,500.00	3,169.77	1,092.06	6,330.23	33.37
101-000-661.000	PARKING FINES	2,800.00	170.00	110.00	2,630.00	6.07
101-000-663.000	MISCELLANEOUS FINES	2,000.00	643.00	136.00	1,357.00	32.15
101-000-664.000	SEX OFFENDER REGISTRATION FEES	100.00	0.00	0.00	100.00	0.00
101-000-665.000	INTEREST INCOME	100.00	(26.01)	(64.32)	126.01	(26.01)
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	420.00	28.09	1.82	391.91	6.69
101-000-667.000	RENTAL INCOME	2,800.00	2,070.00	200.00	730.00	73.93
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	22,000.00	3,738.91	0.00	18,261.09	17.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	35,000.00	6,191.34	707.25	28,808.66	17.69
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	1,760.40	0.00	239.60	88.02
101-000-699.150	TRANSFER FROM PERP CARE	420.00	16.44	2.42	403.56	3.91
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		2,261,071.00	1,513,449.36	834,605.66	747,621.64	66.94
Expenditures						
100	COUNCIL	25,510.00	5,770.43	0.00	19,739.57	22.62
101	COMMUNITY PROMOTIONS	346,277.00	170,025.96	60,649.10	176,251.04	49.10
172	CITY MANAGER	175,671.00	47,784.55	12,277.26	127,886.45	27.20
191	ELECTIONS	7,360.00	2,925.86	0.00	4,434.14	39.75
201	GENERAL ADMINISTRATION	439,479.00	160,502.23	21,076.56	278,976.77	36.52
209	ASSESSING	57,097.00	13,544.14	3,646.86	43,552.86	23.72
265	CITY HALL	76,886.00	25,322.98	4,925.43	51,563.02	32.94
276	CEMETERY	164,135.00	54,787.92	14,154.69	109,347.08	33.38
301	POLICE	763,046.00	188,757.81	46,532.26	574,288.19	24.74
371	CODE ENFORCEMENT	47,337.00	7,839.79	952.65	39,497.21	16.56
728	ECONOMIC DEVELOPMENT	30,000.00	6,859.91	775.21	23,140.09	22.87
751	PARKS	161,903.00	58,121.63	12,950.48	103,781.37	35.90

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2020 NORMAL (ABNORMAL)	MONTH 10/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,294,701.00	742,243.21	177,940.50	1,552,457.79	32.35
<hr/>						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,261,071.00	1,513,449.36	834,605.66	747,621.64	66.94
TOTAL EXPENDITURES		2,294,701.00	742,243.21	177,940.50	1,552,457.79	32.35
NET OF REVENUES & EXPENDITURES		(33,630.00)	771,206.15	656,665.16	(804,836.15)	2,293.21

User: ABAUM

DB: Portland

PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2020 NORMAL (ABNORMAL)	MONTH 10/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	724,100.00	147,454.72	103,535.34	576,645.28	20.36
	TOTAL EXPENDITURES	1,387,692.00	71,439.36	16,296.06	1,316,252.64	5.15
	NET OF REVENUES & EXPENDITURES	(663,592.00)	76,015.36	87,239.28	(739,607.36)	11.46
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	4,700.00	1,517.57	0.83	3,182.43	32.29
	TOTAL EXPENDITURES	200.00	16.44	2.42	183.56	8.22
	NET OF REVENUES & EXPENDITURES	4,500.00	1,501.13	(1.59)	2,998.87	33.36
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	907,323.00	114,431.81	1,075.08	792,891.19	12.61
	TOTAL EXPENDITURES	962,367.00	229,075.53	42,102.24	733,291.47	23.80
	NET OF REVENUES & EXPENDITURES	(55,044.00)	(114,643.72)	(41,027.16)	59,599.72	208.28
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	464,408.00	108,087.42	54,432.11	356,320.58	23.27
	TOTAL EXPENDITURES	505,916.00	139,756.55	37,478.20	366,159.45	27.62
	NET OF REVENUES & EXPENDITURES	(41,508.00)	(31,669.13)	16,953.91	(9,838.87)	76.30
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	99,500.00	4,298.03	98.22	95,201.97	4.32
	TOTAL EXPENDITURES	131,664.00	14,019.37	3,280.55	117,644.63	10.65
	NET OF REVENUES & EXPENDITURES	(32,164.00)	(9,721.34)	(3,182.33)	(22,442.66)	30.22
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	640,095.44	359,232.34	35,154.99	280,863.10	56.12
	TOTAL EXPENDITURES	637,773.44	217,964.21	36,852.42	419,809.23	34.18
	NET OF REVENUES & EXPENDITURES	2,322.00	141,268.13	(1,697.43)	(138,946.13)	6,083.90
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	325,810.00	276,567.80	46,914.40	49,242.20	84.89
	TOTAL EXPENDITURES	383,594.00	58,790.81	12,328.57	324,803.19	15.33
	NET OF REVENUES & EXPENDITURES	(57,784.00)	217,776.99	34,585.83	(275,560.99)	376.88
Fund 405 - WELLHEAD IMPROVEMENT FUND						
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
	TOTAL REVENUES	18,000.00	9,500.00	0.00	8,500.00	52.78
	TOTAL EXPENDITURES	18,000.00	9,500.00	0.00	8,500.00	52.78
	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	38,266.44	12,732.90	114,433.56	25.06
	TOTAL EXPENDITURES	151,200.00	37,918.76	0.00	113,281.24	25.08
	NET OF REVENUES & EXPENDITURES	1,500.00	347.68	12,732.90	1,152.32	23.18

User: ABAUM

DB: Portland

## PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2020 NORMAL (ABNORMAL)	MONTH 10/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	3,995,025.00	1,282,920.23	374,903.91	2,712,104.77	32.11
	TOTAL EXPENDITURES	4,857,687.00	1,094,453.08	205,401.52	3,763,233.92	22.53
	NET OF REVENUES & EXPENDITURES	(862,662.00)	188,467.15	169,502.39	(1,051,129.15)	21.85
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,042,547.00	283,340.10	92,238.34	759,206.90	27.18
	TOTAL EXPENDITURES	1,137,148.00	225,159.68	47,164.40	911,988.32	19.80
	NET OF REVENUES & EXPENDITURES	(94,601.00)	58,180.42	45,073.94	(152,781.42)	61.50
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	747,326.00	229,350.74	70,897.19	517,975.26	30.69
	TOTAL EXPENDITURES	911,353.00	202,927.78	76,880.89	708,425.22	22.27
	NET OF REVENUES & EXPENDITURES	(164,027.00)	26,422.96	(5,983.70)	(190,449.96)	16.11
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	569,708.00	69,595.32	13,379.83	500,112.68	12.22
	TOTAL EXPENDITURES	689,908.00	271,136.08	8,457.88	418,771.92	39.30
	NET OF REVENUES & EXPENDITURES	(120,200.00)	(201,540.76)	4,921.95	81,340.76	167.67
	TOTAL REVENUES - ALL FUNDS	9,691,242.44	2,924,562.52	805,363.14	6,766,679.92	30.18
	TOTAL EXPENDITURES - ALL FUNDS	11,774,502.44	2,572,157.65	486,245.15	9,202,344.79	21.85
	NET OF REVENUES & EXPENDITURES	(2,083,260.00)	352,404.87	319,117.99	(2,435,664.87)	16.92

City Of Portland  
Water Department  
Monthly Water Report  
October 2020

Monthly Water Production

Daily Water Production

Well #4            6,061,000 Gallons  
Well #5                    0 Gallons  
Well #6            3,369,000 Gallons  
Well #7            585,000 Gallons

Well #4            195,516 Gallons  
Well #5                    0 Gallons  
Well #6            108,677 Gallons  
Well #7            18,871 Gallons

Daily Average Water Production for All Wells

323,064 Gallons

Total Water Production for the Month

10,015,000 Gallons

Total Water Production for the Previous Month

11,742,000 Gallons

Total Production decreased by

1,727,000 Gallons

Total Production for This Month from the Previous Year

9,378,000 Gallons

Total Production increased by

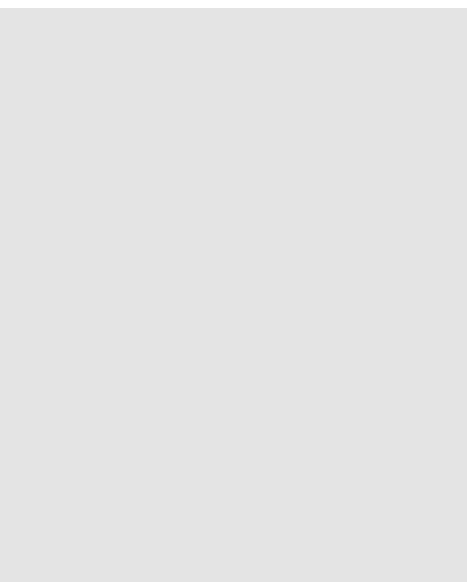
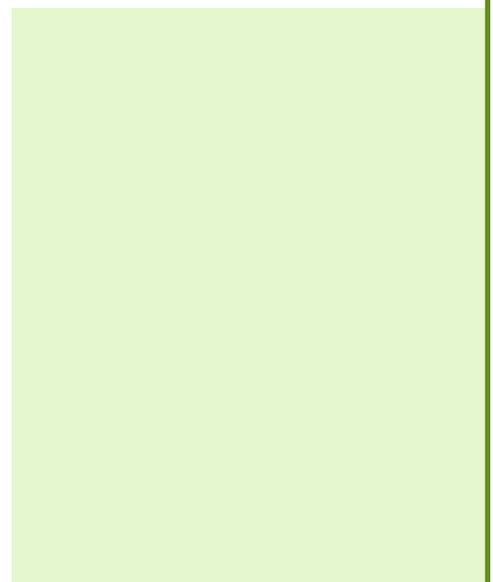
637,000 Gallons

Rodney D. Smith Jr.  
Water Technician



# The City of Portland Operations & Maintenance Report

October 2020





November 5, 2020

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

**RE: October 2020 Monthly Operation Report**

Dear Mr. Gorman:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of October 2020.

All information and data used to compile this report is available for your review. If you have any questions, please contact us. My phone number is 517-231-5773.

Sincerely,

**F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.**

A handwritten signature in blue ink that reads "Roy K. Moss".

R. Keith Moss  
**Sr. Project Manager**

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### APPENDIX “A” Monthly Operating Report

### APPENDIX “B” October 2020 Completed Work orders

## ADMINISTRATIVE REPORT

### ADMINISTRATIVE

The October 2020 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on November 5, 2020. The average influent flow was 347,000 gallons per day. The daily maximum influent flow was 385,000 gallons, which occurred on October 28, 2020. The Monthly Operating Report (MOR) is in **Appendix A**.

### ACTION ITEMS

- Currently the City of Portland’s WWTP is required to land apply biosolids three (3) times per year due to biosolids storage capacity limitations. EGLE requires a 180-day minimum bio solids storage capacity for compliance. Also, this frequency of land application does not coincide with normal agricultural spring and fall planting cycles, and there are recurring issues with farm field and land application contractor availability. A biosolids storage capacity study needs to be performed to develop the most cost-effective method to expand the biosolids storage capacity of WWTP.
- There is a copper issue in the City’s biosolids. The analytical results are consistently above table three (3) limits. Table three’s (3) maximum concentration limit (MCL) for copper is 1,500 micro-grams per liter (ug/L.) FVOP recommends investigating the issue further by performing additional collection system sampling and the non-domestic users complete a non-domestic user survey.

## WASTEWATER MAINTENANCE

Maintenance was completed during the month of October 2020 in accordance with the computerized maintenance management system (CMMS.) one-hundred and fifty-nine (159) completed work orders were completed in October 2020, completed work orders can be viewed in [Appendix B](#).

## OPERATIONS

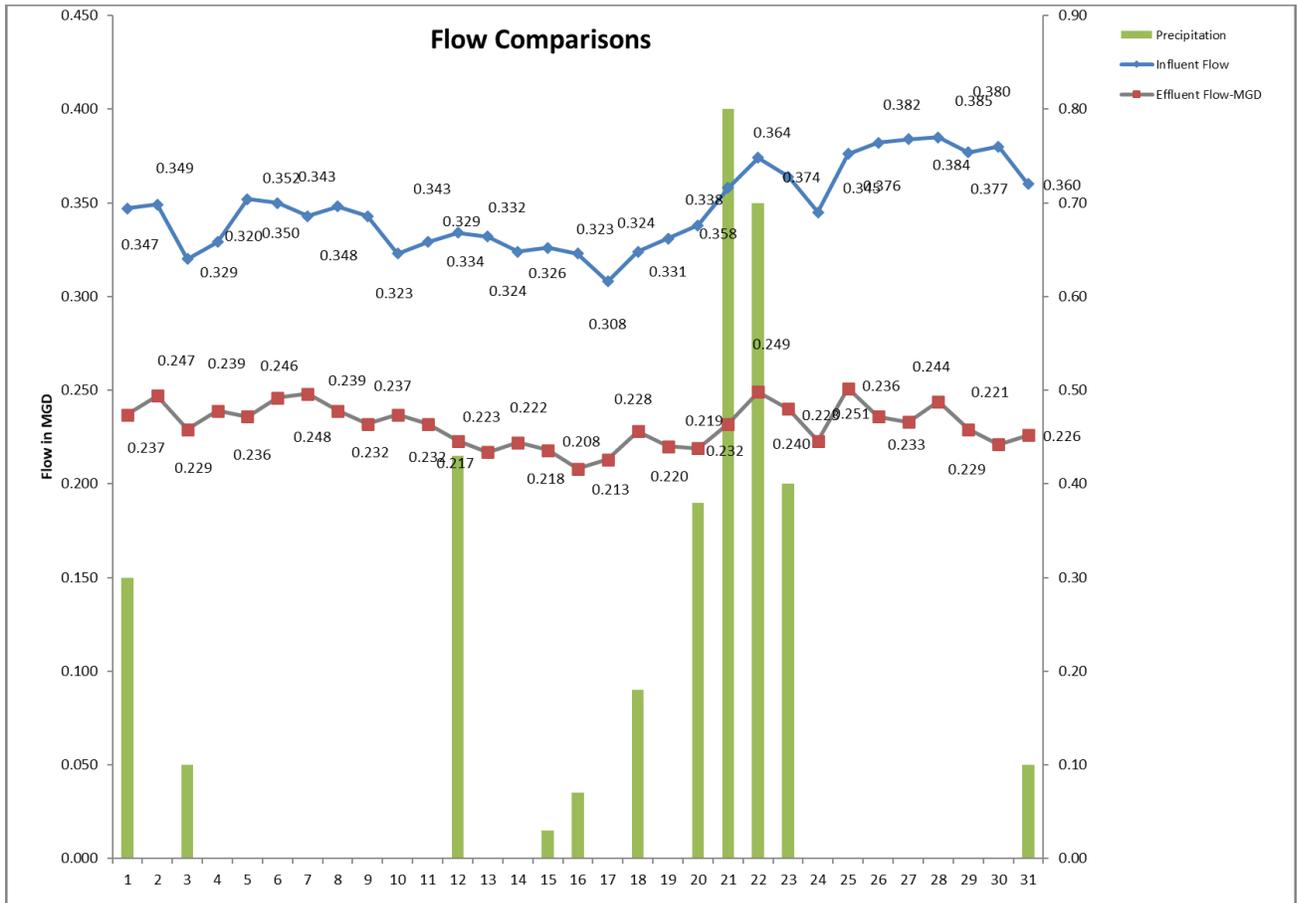
- Staff used camera and then cleaned and vactored Bridge St. collection system.
- Plumbers Environmental Services used camera and cleaned and vactored collection system under Grand River.
- Staff assisted Trace Laboratories and FV to perform Maximum Allowable Headworks Loading (MAHL) study for the SAW grant.

## EMERGENCY ALARM CALL- OUTS

There was five (5) after- hours emergency call outs during October 2020.

## DAILY FLOW SUMMARY

The wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of October 2020. The average influent flow during the period was 347,000 gallons per day and the average effluent flow during the period was 231,000 gallons per day. We had eleven (11) days of precipitation which totaled 3.49 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



## APPENDIX “A”







City of Portland, MI

October 2020

**ACTIVATED SLUDGE**

DAY	Aeration Volume	Detent. Time	CRT Days	Organic Loading	MLSS mg/l	MLVSS mg/l	SETT. %	SVI	DO mg/l	AIR SUPPLY CuFt./D	RASS g/100 ml	RASVS g/100 ml	WAS gal	WAS lbs	Return Flow (RAS)	Air Volume
	KCF	Hours		F/M												
1	24	7.1	6.9		2138		17	80	4.0	1.44	0.3398		16271	461109	0.255	10
2	24	7.1	11.6		2070		18	87	2.1	1.44	0.3173		10064	266322	0.257	10
3	24	7.4	31.7		2343		20	85	2.4	1.44	0.3310		4002	110477	0.263	10
4	24	7.5	24.9		2329		20	86	2.8	1.44	0.3326		5025	139388	0.245	10
5	24	7.3	4.8	0.33	2726	2012	20	73	1.5	1.44	0.5374	0.4029	19001	851609	0.239	10
6	24	7.1	5.4	0.51	2398	1773	21	88	3.1	1.44	0.4955	0.3589	16091	664956	0.253	10
7	24	7.2	6.6	0.27	2592	1925	22	85	1.4	1.44	0.3845	0.2680	18393	589814	0.252	10
8	24	7.2	5.3		2461		20	81	2.3	1.44	0.4350		18965	688031	0.250	10
9	24	7.2	5.1		2201		20	91	3.2	1.44	0.3860		20180	649643	0.251	10
10	24	7.5	12.7		2230		20	90	1.9	1.44	0.4125		7627	262388	0.247	10
11	24	7.6	17.5		2239		20	89	1.6	1.44	0.3287		6986	191511	0.240	10
12	24	7.4	6.4	0.40	2403	1816	22	92	2.5	1.44	0.3746	0.2816	18003	562443	0.243	10
13	24	7.4	3.5	0.40	2317	1735	22	95	1.1	1.44	0.4984	0.3793	23591	980597	0.247	10
14	24	7.6	10.7	0.36	2008	1505	20	100	1.1	1.44	0.2905	0.2200	11535	279467	0.243	10
15	24	7.6	12.6		2257		20	87	1.5	1.44	0.2436		13176	267687	0.236	10
16	24	7.6	8.1		2380		22	92	4.6	1.44	0.3089		17116	440947	0.239	10
17	24	7.9	12.4		2131		21	98	1.8	1.44	0.3651		8402	255835	0.237	10
18	24	7.8	15.5		2447		23	94	1.6	1.44	0.3368		8401	235977	0.225	10
19	24	7.6	6.8	0.46	2310	1713	24	104	2.2	1.44	0.3742	0.2739	16224	506323	0.233	10
20	24	7.5	5.5	0.61	2085	1441	23	110	2.3	1.44	0.5520	0.4109	12381	569982	0.235	10
21	24	7.2	5.0	0.27	2156	1494	22	102	3.3	1.44	0.4506	0.3402	17000	638861	0.238	10
22	24	7.0	6.7		2179		22	101	3.4	1.44	0.3598		16210	486419	0.244	10
23	24	7.0	4.9		2589		22	85	2.2	1.44	0.5171		18110	781014	0.252	10
24	24	7.3	12.3		1930		22	114	1.8	1.44	0.4008		7000	233987	0.242	10
25	24	7.0	9.6		2004		24	117	4.0	1.44	0.5319		7000	310523	0.239	10
26	24	6.7	5.3	0.36	2389	1830	24	100	3.1	1.44	0.4234	0.3285	19000	670920	0.256	10
27	24	6.6	5.1	0.25	2653	1979	24	94	2.2	1.44	0.4615	0.3756	20000	769782	0.267	10
28	24	6.6	3.4	0.40	2233	1728	22	99	2.0	1.44	0.6845	0.5449	17000	970484	0.262	10
29	24	6.7	4.8		2162		20	93	1.3	1.44	0.4391		18400	673825	0.262	10
30	24	6.7	4.1		2383		21	88	0.9	1.44	0.5154		20400	876881	0.261	10
31	24	6.9	12.2		2125		20	94	3.1	1.44	0.4402		7100	260660	0.262	10
TL													438654	15647860	7.675	
ME	24	7.2	9.3	0.38	2286	1746	21	93	2.3	1.44	0.4151	0.3487	14150	504770	0.248	
REMARKS:																

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

City of Portland, MI

October 2020

**MISCELLANEOUS DATA**

DAY	OUTFALL	GRIT	NAT.	ELECT.	ELECT.	ELECT.	ELECT	FERROUS	Polymer
	OBSERVATION		GAS	WWTP	Riverside	Canal	Cutler	CHLORIDE	Sludge
					Lift Stat.	Lift Stat.	Lift Stat.		Thickener
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	lbs
SF				1					
1	no		16	144				20	7.0
2	no		21	144				20	6.0
3	no		22	144				20	3.0
4	no		22	136				20	2.0
5	yes		20	144				20	10.0
6	yes		12	144				20	16.0
7	yes		13	128				20	18.0
8	no		14	136	39	20	6	20	15.0
9	no		11	144				20	17.0
10	no		10	120				20	6.0
11	no		11	120	27	16	11	20	7.0
12	yes		16	136				20	19.0
13	yes		11	128				20	28.0
14	yes		9	128				20	11.0
15	no		30	128	42	20	12	20	11.0
16	no		22	144				20	12.0
17	no		18	120				20	4.0
18	no		23	136	37	17	11	20	6.0
19	yes		23	136				20	12.0
20	yes		25	144				20	9.0
21	yes		20	120				20	13.0
22	no		22	152				20	16.0
23	no		18	128				20	15.0
24	no		19	136				20	4.0
25	yes		21	144	79	34	19	20	5.0
26	no		22	144				20	19.0
27	no		23	136				19	17.0
28	no		19	136				19	14.0
29	no		23	144				19	11.0
30	no		23	144				19	19.0
31	no		20	136				19	6.0
<b>TL</b>		0.0	579.0	4224	224	107	59	615	358.0
<b>ME</b>			19	136	45	21	12	20	11.5
	REMARKS:								

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

City of Portland, MI

October 2020

**DIGESTER BIOSOLIDS**

SF DAY	RAW SLUDGE						BIOSOLIDS							
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	GAS	
	Pumped	Total	% Vol.	Loading			TEMP.				RATIO	SOLIDS	Produced	
	gal	Solids	Solids	lbs/1000 cuft.		C.	C.		%	%		REDUCTION	CuFt X 100	
1	2694												0	
2	1392												0	
3	393												0	
4	605												0	
5	4570												17	
6	3390												16	
7	3783	6.8	67	0.09	6.9	20.7	31.2	7.2	2.6	60	0.37	26	14	
8	3602												15	
9	3753												13	
10	1332												7	
11	938												4	
12	4631												14	
13	4086												6	
14	1816												9	
15	2482												14	
16	3238												15	
17	1120												15	
18	1120												13	
19	3329												18	
20	2482												17	
21	4540												15	
22	3420	7.2	76	0.10	7.2	20.6	29.2	7.3	2.7	63	0.06	46	30	
23	4600												21	
24	515												22	
25	817												19	
26	4177												21	
27	4298												22	
28	3511												21	
29	3571												23	
30	3783												29	
31	1241												22	
<b>TL</b>	85229												452	
<b>ME</b>	2737	7.0	72	0.10	7.1	20.7	30.2	7.3	2.7	62		36	15	
<b>REMARKS:</b>		Loading Rate = .02 -.10 lb/cu. ft.												

Digester Volume:  
 Primary: 14700  
 Secondary: 14700

Process Pattern:  
 Primary, Secondary, Land Application

City of Portland, MI

October 2020

**SOLIDS DISPOSAL**

DAY	SUPERNATANT							BIOSOLIDS DISPOSAL				SITE #	DRY TONS APPLIED.
	AMT.	PH	TOTAL	VOL.	SUSP.	Phosp.	PHOSP.	SOLIDS	AMOUNT	TOTAL	VOL.		
			SOLIDS	SOLIDS	SOLIDS			TO BED	HAULED	SOLIDS	SOLIDS		
	gal.		%	%	mg/l	mg/l	lbs	lbs	gal	%	%		
1	0							0.0					
2	0							0.0					
3	0							0.0					
4	0							0.0					
5	0							0.0					
6	0							0.0					
7	0							0.0					
8	0							0.0					
9	0							0.0					
10	0							0.0					
11	0							0.0					
12	0							0.0					
13	0							0.0					
14	0							0.0					
15	0							0.0					
16	0							0.0					
17	0							0.0					
18	0							0.0					
19	0							0.0					
20	0							0.0					
21	0							0.0					
22	0							0.0					
23	0							0.0					
24	0							0.0					
25	0							0.0					
26	0							0.0					
27	0							0.0					
28	0							0.0					
29	0							0.0					
30	0							0.0					
31	0							0.0					
<b>TL</b>	0							0.0	0				
<b>ME</b>													

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

## APPENDIX “B”



Completed Work Order Note Report

11/5/2020

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Completed	Equipment Number	Task	WO #	Type
10/1/2020	Headworks Building	Weekly Headworks Housekeeping	2249.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2250.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2251.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2257.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	AT-105	Weekly D.O Sensor Maintenance	2261.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2258.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2260.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2259.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2265.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	DB-200	Weekly Gas Mixer Maintenance	2264.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	LB-125	Weekly Eyewash & Shower Exercise	2263.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	GB-104	Weekly Grit Classifier Maintenance	2267.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/1/2020	Boiler Room	Boiler Room Housekeeping	2268.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2262.01	Scheduled
<b>Note</b>				
10/2/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2269.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	SB-202	Weekly NP Booster System Maintenance	2272.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	GB-101	Weekly Fine Maintenance	2274.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	SB-201	Weekly Composite Sampler Maintenance	2275.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2282.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2271.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/2/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2266.01	Scheduled
<b>Note</b>	<b>Task complete- RM/TS/TK</b>			
10/6/2020	UV-100	Weekly UV Maintenance	2316.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2315.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	Tool Room	Weekly Storage Room.	2314.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2295.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			

Completed	Equipment Number	Task	WO #	Type
10/6/2020	AT-105	Weekly D.O Sensor Maintenance	2294.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2293.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2292.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2291.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/6/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2290.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/7/2020	LB-131	Monthly LB-131 Water Heater Maintenance	2256.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/7/2020	SB-201	Weekly Composite Sampler Maintenance	2308.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/7/2020	GB-101	Weekly Fine Maintenance	2307.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/7/2020	LB-129	Weekly Vacuum Pump Maintenance	2306.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/7/2020	SB-202	Weekly NP Booster System Maintenance	2305.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/7/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2304.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2302.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	Boiler Room	Boiler Room Housekeeping	2301.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	GB-104	Weekly Grit Classifier Maintenance	2300.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2298.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	DB-200	Weekly Gas Mixer Maintenance	2297.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	LB-125	Weekly Eyewash & Shower Exercise	2296.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2286.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2285.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/8/2020	Headworks Building	Weekly Headworks Housekeeping	2284.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/9/2020	TB-104	Weekly Charter Thckener Maintenance	2313.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/9/2020	TB-100	Weekly Thickener Building Housekeeping	2312.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/9/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2311.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/9/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2310.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/9/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2309.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/9/2020	Laboratory/ Office	Laboratory Housekeeping	2303.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			

Completed	Equipment Number	Task	WO #	Type
10/12/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2299.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/12/2020	UV-100	Weekly UV Maintenance	2350.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/12/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2349.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/12/2020	Tool Room	Weekly Storage Room.	2348.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/12/2020	TB-104	Weekly Charter Thckener Maintenance	2347.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/12/2020	TB-100	Weekly Thickener Building Housekeeping	2346.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/12/2020	CR-107	Annual Hoist Inspection & Maintenance	2353.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/13/2020	SA-102	Portland Monthly Emergency Lighting Checks	2288.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/13/2020	Aeration Tanks	Monthly Hosing of the Aeration Tanks	2287.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/13/2020	GB-101	Monthly Fine Screen Maintenance	2289.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/13/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2325.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/13/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2324.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/13/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2320.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/13/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2319.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/13/2020	Headworks Building	Weekly Headworks Housekeeping	2317.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/13/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2354.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/14/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2344.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/14/2020	SB-201	Weekly Composite Sampler Maintenance	2342.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/14/2020	GB-101	Weekly Fine Maintenance	2341.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/14/2020	LB-129	Weekly Vacuum Pump Maintenance	2340.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/14/2020	SB-202	Weekly NP Booster System Maintenance	2339.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/14/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2338.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/15/2020	DB-200	Weekly Gas Mixer Maintenance	2331.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/15/2020	LB-125	Weekly Eyewash & Shower Exercise	2330.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/15/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2329.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/15/2020	AT-105	Weekly D.O Sensor Maintenance	2328.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			

Completed	Equipment Number	Task	WO #	Type
10/15/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2326.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/15/2020	DB-202	Quarterly Sediment Trap Maintenance	2358.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/16/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2336.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	GB-104	Weekly Grit Classifier Maintenance	2334.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2332.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2345.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2343.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Laboratory/ Office	Laboratory Housekeeping	2337.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Boiler Room	Boiler Room Housekeeping	2335.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2327.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	UV-100	Monthly Trojan 3000 UV Maintenance	2323.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	2322.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	AT-101	Monthly Anoxic Surface Mixer Maintenance	2321.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/16/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2333.01	Scheduled
<b>Note</b>	<b>Task complete. TS/TK/KM</b>			
10/19/2020	UV-100	Weekly UV Maintenance	2386.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/19/2020	Headworks Building	Weekly Headworks Housekeeping	2351.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/19/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2363.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/19/2020	SB-201	Weekly Composite Sampler Maintenance	2378.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/19/2020	TB-100	Weekly Thickener Building Housekeeping	2382.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/19/2020	TB-104	Weekly Charter Thckener Maintenance	2383.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/19/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2385.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	GB-111	Monthly MUA-1 Maintenance	2254.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2355.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2360.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2361.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			

Completed	Equipment Number	Task	WO #	Type
10/20/2020	AT-105	Weekly D.O Sensor Maintenance	2364.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2365.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	DB-200	Weekly Gas Mixer Maintenance	2367.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2368.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	GB-104	Weekly Grit Classifier Maintenance	2370.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2372.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	GB-101	Weekly Fine Maintenance	2377.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/20/2020	TB-104	Monthly Thickener Maintenance	2357.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/21/2020	Boiler Room	Boiler Room Housekeeping	2371.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/21/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2381.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/21/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2380.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/21/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2379.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/21/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2369.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	SB-102	Bi-Annual Aerzen Blowers Maintenance	2053.03	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	SB-202	Monthly NP Booster System Maintenance	2255.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	GB-104	Monthly Grit Auger & Classifier Maintenance	2253.01	Scheduled
<b>Note</b>	<b>Task complete- TS/TK/KM</b>			
10/22/2020	AT-101	Annual Anoxic Tank & Surface Mixer Maintenance	2318.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	LB-125	Weekly Eyewash & Shower Exercise	2366.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2362.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	Tool Room	Weekly Storage Room.	2384.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	SB-202	Weekly NP Booster System Maintenance	2375.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2374.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	Laboratory/ Office	Laboratory Housekeeping	2373.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/22/2020	Laboratory QA/QC Program	Monthly QAQC Data & Analysis Checks	2356.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			
10/23/2020	LB-129	Weekly Vacuum Pump Maintenance	2376.01	Scheduled
<b>Note</b>	<b>Task complete TS/TK</b>			

Completed	Equipment Number	Task	WO #	Type
10/26/2020	Laboratory/ Office	Laboratory Housekeeping	2409.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/26/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2399.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/26/2020	LB-125	Weekly Eyewash & Shower Exercise	2402.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/26/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2401.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/26/2020	AT-105	Weekly D.O Sensor Maintenance	2400.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/26/2020	TB-104	Weekly Charter Thckener Maintenance	2419.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Boiler Room	Boiler Room Housekeeping	2407.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	DB-200	Weekly Gas Mixer Maintenance	2403.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Headworks Building	Weekly Headworks Housekeeping	2387.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2391.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2390.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2398.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	UV-100	Weekly UV Maintenance	2422.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2421.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Tool Room	Weekly Storage Room.	2420.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	SB-202	Weekly NP Booster System Maintenance	2411.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2410.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/28/2020	LB-129	Annual Vacuum Pump Maintenance	2388.01	Scheduled
<b>Note</b>	<b>Task complete- TK</b>			
10/28/2020	LB-131	Monthly LB-131 Water Heater Maintenance	2395.01	Scheduled
<b>Note</b>	<b>Task complete-TK</b>			
10/30/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2417.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/30/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2416.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/30/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2415.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/30/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2397.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/30/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2396.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	TB-100	Weekly Thickener Building Housekeeping	2418.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	SB-201	Weekly Composite Sampler Maintenance	2414.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			

Completed	Equipment Number	Task	WO #	Type
10/31/2020	GB-101	Weekly Fine Maintenance	2413.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	LB-129	Weekly Vacuum Pump Maintenance	2412.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2408.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	GB-104	Weekly Grit Classifier Maintenance	2406.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2404.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			
10/31/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2405.01	Scheduled
<b>Note</b>	<b>Task complete- KM</b>			

**NOTICE OF PUBLIC HEARING  
COUNTY OF IONIA**

The Ionia County Board of Commissioners will hold a Public Hearing to consider a grant application to The Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19). The CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis. Ionia County will seek to receive up to \$351,107.00 in CDBG funds to reimburse for unexpected costs associated with COVID-19 and to provide at least 51% of the beneficiaries of the proposed project to low and moderate income persons or urgent need.

The public is welcome to attend this meeting.

**Tuesday, November 17, 2020, at 3:00 p.m.  
Ionia County District Court Courtroom  
Ionia County Courthouse  
100 West Main Street- Ionia**

Comments or questions can be addressed to the Ionia County Administrator during normal business hours at 616-527-5300, or by mail at 101 W. Main Street, Ionia, MI 48846. There will be an opportunity for public comment on the proposed item at the public hearing.

The County of Ionia will provide necessary reasonable auxiliary aids and services to individuals with disabilities attending the meeting upon prior notification to the County of Ionia.

**IONIA COUNTY BOARD OF COMMISSIONERS  
BOARD OF COMMISSIONERS MEETING  
NOVEMBER 10, 2020 - 3:00 P.M.**

**THIS MEETING WILL BE HELD IN PERSON AND VIA ZOOM  
IONIA COUNTY DISTRICT COURT COURTROOM,  
100 WEST MAIN STREET, 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. Approve Health Department Payroll and Accounts Payable
  - C. Approve per diem and mileage
- VII. Unfinished Business**
  - A.
- VIII. New Business**
  - A. Request approval to hire two (2) Transportation Maintenance Worker positions-Road Department
  - B. Request approval to hire Office Manager Clerk position-Road Department
  - C. Discussion on Bertha Brock Park Endowment
  - D. Request ratification of Chair Signature on CDBG CARES Grant Application
  - E. Request approval and signature on Agreement for Extension Services—MSU Extension
  - F. Request approval and provide authority for County Administrator to sign the Michigan Indigent Defense Commission (MIDC) Grant—Public Defender Office
  - G. Request approval of Ionia County Health Department Budget Amendment-Health Department
  - H. Request approval of the Business Associate Agreement between CoherentRX Inc., and Ionia County Health Department and authorize signature-Health Department

- I. Request approval and signature on Independent Contract Agreement with Satin Franks—District Court
- J. Acknowledge Substance Abuse Initiative Appointment for Kendra Backing and Sharon Carlson (no action required).
- K.

**IX. Department Reports**

- A.
- B.

**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.

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

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

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

**Appointments for consideration in the month of January 2021:**

**Appointments for consideration in the month of February 2021:**

**IONIA COUNTY BOARD OF COMMISSIONERS  
BOARD OF COMMISSIONERS MEETING  
NOVEMBER 17, 2020 - 3:00 P.M.**

**THIS MEETING WILL BE HELD IN PERSON AND VIA ZOOM  
IONIA COUNTY DISTRICT COURT COURTROOM  
100 WEST MAIN STREET, 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. Approve Health Department Payroll and Accounts Payable
  - C. Approve per diem and mileage
- VII. Unfinished Business**
  - A.
- VIII. New Business**
  - A. Public Hearing to consider a grant application to the Coronavirus Aid, Relief and Economic Security Act (CARES Act)
  - B. Request approval on CARES Resolution
  - C. Request approval to hire two (2) Transportation Maintenance Worker positions-Road Department
  - D. Request approval to hire Office Manager Clerk position-Road Department
  - E. Discussion on Bertha Brock Park Endowment
  - F. Request ratification of Chair Signature on CDBG CARES Grant Application
  - G. Request approval and signature on Agreement for Extension Services—MSU Extension
  - H. Request approval and provide authority for County Administrator to sign the Michigan Indigent Defense Commission (MIDC) Grant—Public Defender Office
  - I. Request approval of MIDC 2020-2021 Grant Contract Adjustment-Public Defender
  - J. Request approval of Ionia County Health Department Budget Amendment-Health Department

- K. Request approval of the Business Associate Agreement between CoherentRX Inc., and Ionia County Health Department and authorize signature-Health Department
- L. Request approval to renew the Local Health Department Grant Contract between Michigan Department of Environment, Great Lakes, and Energy (EGLE) and Ionia County Health Department for fiscal year 2020-2021 and authorize signature-Health Department
- M. Request approval and signature on Independent Contract Agreement with Satin Franks—District Court
- N. Acknowledge Substance Abuse Initiative Appointment for Kendra Backing, Sharon Carlson and Kathleen Cook. (no action required).
- O. Request approval to hire a part-time court officer to be funded through the approved MIDC Grant-Sheriff Department
- P. Approval of the annual contract for the 8<sup>th</sup> Circuit Adult Drug Treatment Court with the State Court Administrative Office for the fiscal year of 10/01/20-09/30/2021
- Q. Approval of the Independent Contractor Contract for Lori Hull to serve as Adult Recovery Court Coordinator.
- R. Approval of the annual contract for the 8<sup>th</sup> Circuit Swift and Sure Sanctions Probation Program with the State Court Administrative Office for the fiscal year of 10/01/20-09/30/2021
- S.

**IX. Department Reports**

- A. Central Dispatch
- B. Public Defender
- C. Public Health
- D. Friend of the Court
- E. Airport

**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**

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-20802**

- Consumers Energy Company requests Michigan Public Service Commission's approval of its Power Supply Cost Recovery plan and monthly PSCR Factors for the 12-month period January through December 2021.
- 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: Thursday, November 19, 2020 at 9:30 AM**

**BEFORE: Administrative Law Judge Martin Snider**

**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 [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) September 30, 2020 application requesting the Commission to approve: 1) Consumers Energy's Power Supply Cost Recovery (PSCR) plan for 2021; 2) a maximum monthly PSCR Factor of not less than \$0.00202 per kWh for all classes of customers for 2021; 3) the treatment of Distributed Generation Program outflow credits as a PSCR expense in future PSCR plan and reconciliation proceedings; and 4) other relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by November 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 Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is 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.

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-20802. Statements may be emailed to: [mpscedockets@michigan.gov](mailto: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](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 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.]**

2014-E