



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

7:00 P.M. Monday, January 18, 2021

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

And Via Virtual Zoom Meeting ID# 857 5243 5924

Estimated Time		<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>	
7:20 PM	VI. <u>Presentations</u> A. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
7:25 PM	IX. <u>New Business</u> A. Proposed Resolution 21-03 Approving an ALS2 Fee Increase for the Ambulance Department	Decision
7:28 PM	X. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting on January 4, 2021 B. Payment of Invoices in the Amount of \$121,129.58 and Payroll in the Amount of \$183,900.65 for a Total of \$305,030.23 C. Purchase Orders over \$5,000.00 1. Altec Service in the Amount of \$9,846.79 to Replace Leveling Cables	Decision
	XI. <u>Communications</u> A. Boards & Communications Application for Pam Huber B. Police Department Report for December 2020 C. Ambulance Report for November 2020 D. Ambulance Report for December 2020 E. Water Department Report for December 2020 F. Wastewater Department Report for November 2020 G. Ionia County Board of Commissioners Agenda for January 12, 2021 H. Ionia County Board of Commissioners Agenda for January 29, 2021	

<u>Estimated Time</u>
7:30 PM
7:35 PM
7:40 PM
7:45 PM

XII. Other Business – None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-03

**A RESOLUTION APPROVING AN ALS2 FEE INCREASE FOR THE
AMBULANCE DEPARTMENT**

WHEREAS, the City's Ambulance Department provides services to the City of Portland and various political subdivisions; and

WHEREAS, Blue Cross Blue Shield (BCBS) has increased the fee schedule for Advanced Life Support, Level 2 (ALS2) to \$785.87 and the City's medical billing agency, Mobile Health Resources (MHR) is recommending a proposed fee increase to \$800.00; and

WHEREAS, the City Manager and Ambulance Director recommend that City Council approve the proposed increase of the ALS2 fee to \$800.00, a copy of a memo from the Ambulance Director is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation of the City Manager and Ambulance Director to increase the ALS2 fee to \$800.00, a copy of a memo from the Ambulance Director 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: January 18, 2020

Monique I. Miller, City Clerk



DATE: 01/05/2021
TO: Tutt Gorman, City Manager
RE: ALS2 Ambulance Rate Change

Tutt,

Last month we spoke about a fee schedule increase, more specifically the fee for Advanced Life Support, Level 2 (ALS2).

“Advanced life support, level 2 (ALS2) is the transportation by ground ambulance vehicle and the provision of medically necessary supplies and services including (1) at least three separate administrations of one or more medications by intravenous IV push/bolus or by continuous infusion (excluding crystalloid fluids) or (2) ground ambulance transport, medically necessary supplies and services, and the provision of at least one of the ALS2 procedures listed below:

- Manual Defibrillation/cardioversion, Endotracheal intubation, Central venous line, Cardiac pacing, Chest decompression, Surgical airway, or Intraosseous line”

Our fee for ALS2 does not appear to have been changed in several years, but the exact date is unknown to me. Our medical billing agency Mobile Health Resources (MHR) sent out information in December about raising the rate to meet the new fee schedule proposed by Blue Cross Blue Shield. MHR is proposing the following changes to the rate for ALS2 calls.

Current: \$750.00 BCBS Fee 2021: \$785.87 Proposed Fee: \$800.00

Several conversations with the City Clerk and the City Treasure have mixed avenues to authorize this change. Looking through what information I have the last rate increase for any ambulance fee was for loaded mileage in January of 2020. This was accomplished by resolution of the City council (Resolution 20-01).

I feel the proposed increase is in the best interest of the service and falls in line with cost increases we are experiencing. I would request that Portland Ambulance increase the fee for ALS2 calls to \$800.00 effective as soon as possible.

If you have any questions please contact me.

Thank you,

Zach Waltersdorf, Director

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, January 4, 2021

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

And Via Zoom Meeting ID# 878 7421 3000

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Present Via Zoom: None

Guests: Kathy Parsons

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 noted Taco Bell opened on December 30, 2020. It was very busy and created some traffic backups onto Grand River Ave. This issue should correct itself as time goes on.

The City submitted a grant application through Fleis & VandenBrink for the Drinking Water Asset Management (DWAM) Program. This program is similar to the Stormwater, Asset Management & Wastewater (SAW) Project that the City has been a part of. The DWAM Program would provide funding through EGLE for water quality initiatives that will allow for low interest financing, principal forgiveness and other mechanisms to make improvements in the future.

City Manager Gorman noted that the Electric Department has been “cleaning house” under the direction of Acting Electric Superintendent Brent Henry. Mr. Henry has also been working diligently on the potential fiber project.

DPW Superintendent Gensterblum has done an excellent job; especially with the most recent snowfall.

Both the DPW and Electric Department have been retooling some of their processes.

The City Council will hold its Goal Setting Session at the end of January to begin the budget process for Fiscal Year 2021/2022.

Planning for the Safe Routes to School project is taking place; especially for the new traffic light that will be installed at Grand River Ave. and West St.

There were no presentations.

Under New Business, the Council considered Resolution 21-01 to authorize the City Manager to begin the process to fill the City Assessor position as the current Assessor plans to retire this Spring.

Motion by Johnston, supported by Sheehan, to approve Resolution 21-01 authorizing and approving the City Manager to begin the process to fill the City Assessor position.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 21-02 to approve the Joint Funding Agreement for the operation of the Streamgaging Station located at the hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC). The City's FERC license requires it to jointly fund the Streamgaging Station with the U.S. Geological Survey, U.S. Department of the Interior. The Center Director of the U.S. Geological Survey, U.S. Department of the Interior, has sent a new agreement for the period of October 1, 2020 through September 30, 2021 at a cost of \$7,850.00.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 21-02 approving, authorizing, and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on December 21, 2020, payment of invoices in the amount of \$43,501.27 and payroll in the amount of \$99,311.02 for a total of \$142,812.29. There were no purchase orders over \$5,000.00.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager comments, City Manager Gorman reminded residents to shovel their sidewalks within 10 hours of the cessation of a snowfall event.

City Manager Gorman also noted that several requests have been to make donations of benches to be placed along the River Trail and parks in memory of individuals. He stated the City has not accepted bench donations for quite some time due to the quantity that have already been donated. The number of benches creates maintenance issues for the Parks Department. The Parks and Recreation Board is looking at implementing a tree donation program.

Under Council Comments, Mayor Pro-Tem VanSlambrouck wished everyone a Happy New Year and stated that he is looking forward to a strong 2021.

There was a discussion regarding snow removal.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:25 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the January 4, 2021 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875
And Via Zoom Meeting ID# 878 7421 3000

The City Council meeting was called to order by Mayor Barnes at 7:00 P.M.

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Present Via Zoom - None

Approval of Resolution 21-01 authorizing and approving the City Manager to begin the process to fill the City Assessor position.

All in favor. Adopted.

Approval of Resolution 21-02 approving, authorizing, and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:25 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
PLB PLANNING GROUP LLC	02504	CODE CONSULTING - GEN	112.50
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENTAL - AMB	298.27
PORTLAND TOWNSHIP TREASURER CULLIGAN	00371	ANNEX AGREEMENT REV SHARING - COMM PROMO	5,886.72
CULLIGAN	02130	2X WATER CITY HALL- GEN	14.00
CULLIGAN	02130	COOLER RENTAL FEE CITY HALL- GEN	136.80
CHERRY HILL ESTATES	02081	1ST QUARTER ASSOC FEES - ECON DEV	79.95
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	626.77
BOUND TREE MEDICAL LLC.	01543	MED SUPPLIES - AMB	22.60
BOUND TREE MEDICAL LLC.	01543	MED SUPPLIES- AMB	193.74
BOUND TREE MEDICAL LLC.	01543	MED SUPPLIES - AMB	306.43
BOUND TREE MEDICAL LLC.	01543	MED SUPPLIES - AMB	10.89
MICHIGAN CAT	01920	BLOCK HEATER - MTR POOL	147.25
FALCON ASPHALT REPAIR EQUIPMENT	02628	PARTS, HOT BOX - MTR POOL	114.54
COOK BROS EXCAVATING	00101	REPAIR STORM DRAIN - LOC STS	2,467.00
COOK BROS EXCAVATING	00101	TRUCKING ST SWEEPINGS - MAJ, LOC STS	300.00
MUNICIPAL SUPPLY CO.	00324	EJIW BREAK FLANGE REPAIR KIT - WATER	150.00
GRANGER	00175	ST SWEEPING DISPOSAL - MAJ, LOC STS	570.00
SLC METER LLC	02286	METERS - WATER	1,801.90
SLC METER LLC	02286	METER SUPPLIES/PARTS FOR SPARROW - WATER	2,999.03
SLC METER LLC	02286	BADGER CMPD, HIGH/LOW FLOW, FLANGE KIT - WATER	4,383.94
STATE OF MICHIGAN	00428	BIOSOLIDS LAND APP FEE, DRY TONS FEE - WW	885.90
ZACH WALTERSDORF	02621	AMAZON COVID SUPPLIES REIM - AMB	118.58
AMERIGAS -5248	00398	PROPANE - CEM	1,152.32
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES, PARTS - VAR DEPTS	963.85
ALTEC INDUSTRIES, INC.	00016	REPLACE LEVELING CABLES - ELECTRIC	9,846.79
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES, REPAIRS, AUTO - MTR POOL, ELECTRI	916.05
FERGUSON WATERWORKS	02558	BASEMENT METER RESETTER SHIP - WATER	476.83
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR, RATE STUDY - ELECTRIC	907.50
FIRE PROS, LLC	00151	HYDRO TEST FIRE EXTINGUISHER - ELECTRIC	72.00
GRANGER	00175	REFUSE - MTR POOL, PARKS, CEM	374.26
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY LABOR & PARTS - CITY HALL	917.10

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENTAL - MP	262.39
TOM'S FOOD CENTER	00452	VAR SUPPLIES - VAR DEPTS	537.54
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	828.73
STAPLES BUSINESS CREDIT	00426	SUPPLIES - VAR DEPTS	242.79
FORTE PAYMENTS, INC.	02522	DEC CC PAYMENTS MONTHLY FEE - REC	5.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	17.10
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	7.63
INNOVATIVE SOFTWARE SERVICES	00198	ANNUAL SERVICE/SUPPORT FEE - INCOME TAX	1,989.96
HYDROCORP	02340	INSPECT/REPORTING SERVICES - WATER	499.00
NICK LEFKE	00735	ENERGY OPTZ PROGRAM - ELECTRIC	30.00
NICOLE KELLY	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	50.00
FAMILY FARM & HOME	01972	GLOVES, CHAIN SAW CHAIN - ELECTRIC	123.86
BERTMAN TOOLS LLC	02430	SHANKS - ELECTRIC	73.75
TIM KRIZOV	01897	REIMB OPERATORS RENEWAL FEE - WW	95.00
NUTRIGRO ENVIRONMENTAL SOLUTIONS	02605	HAULING/APPLICATION OF BIOSOLIDS - WW	12,290.00
TIM KRIZOV	01897	CLOTHING ALLOWANCE - WW	100.00
CENTURYLINK	01567	PHONE SERVICES - GEN	1.30
BOBCAT OF LANSING	02439	SUPPLIES - MTR POOL	247.02
GRANGER	00175	REFUSE - POL, COMM PROMO, ELECTRIC	152.58
GRANGER	00175	REFUSE - WW	152.58
FIRE PROS, LLC	00151	FIRE EXTING INSPECT FEE - POLICE	65.00
STAR THOMAS	01654	COSTCO SUPPLIES REIMB - POLICE	45.02
IONIA LOCK & KEY	MISC	REPROG EVIDENC RM LOCK - POLICE	139.00
MAINTENANCE MAN	MISC	VEH 302, MAINTENANCE - POLICE	342.47
ELHORN ENGINEERING	00139	EL CHLOR, CARBOY - WATER	523.00
PLEUNE SERVICE COMPANY INC.	00741	REPAIRS/TRIP CHARGE CONTROL ASSIST - CITY HALL	535.50
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	16.31
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,286.88
UTILITY SERVICE CO. INC.	02133	S TANK QUARTERLY - WATER CONSENT RES 12-2	5,806.48
UTILITY SERVICE CO. INC.	02133	HILL ST TANK QUARTERLY - WATER CONSENT RES 12-	4,868.54
GRANGER	00175	RESIDENTIAL REFUSE BILLING - REFUSE	12,625.52

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL SUPPLY CO.	00324	MARK PAINT, FLAGS, SAFETY GLASSES - WATER	247.50
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	43.98
PORTLAND AREA FIRE AUTHORITY	02128	3RD QTR FIRE SERVICES - COMM PROMO	30,254.64
MICHIGAN MUNICIPAL WC FUND	00291	WORKERS COMP PAYROLL AUDIT 7/1/19-7/1/20 - VAR	870.00
BAKER TILLY MUNICIPAL ADVISORS, LL02629		SEWER RATE STUDY/SAW GRANT - WW	8,500.00
Total:			\$121,129.58

**BI-WEEKLY
WAGE REPORT
January 11, 2021**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,377.54	127,938.59	8,748.40	38,554.22	18,125.94	166,492.81
ASSESSOR	948.16	13,239.76	75.76	1,016.07	1,023.92	14,255.83
CEMETERY	3,062.23	53,563.80	1,787.46	13,557.58	4,849.69	67,121.38
POLICE	13,472.24	15,559.08	11,453.12	57,142.05	24,925.36	72,701.13
CODE ENFORCEMENT	199.62	5,951.44	60.68	767.74	260.30	6,719.18
PARKS	1,630.71	33,942.18	1,388.06	6,819.40	3,018.77	40,761.58
INCOME TAX	2,198.26	27,662.57	3,313.69	10,498.76	5,511.95	38,161.33
MAJOR STREETS	5,960.58	46,183.39	7,239.49	23,607.30	13,200.07	69,790.69
LOCAL STREETS	4,483.04	43,756.42	6,039.54	21,268.64	10,522.58	65,025.06
RECREATION	302.80	3,926.52	229.37	980.50	532.17	4,907.02
AMBULANCE	10,563.38	160,866.53	8,334.66	37,578.78	18,898.04	198,445.31
DDA	2,324.16	29,312.34	473.96	4,739.26	2,798.12	34,051.60
ELECTRIC	32,343.23	270,730.04	19,811.93	81,190.18	52,155.16	351,920.22
WASTEWATER	7,887.56	89,826.63	5,199.73	26,917.96	13,087.29	116,744.59
WATER	5,837.26	76,909.15	7,127.39	30,261.15	12,964.65	107,170.30
MOTOR POOL	918.33	18,238.25	1,108.31	3,790.10	2,026.64	22,028.35
TOTALS:	101,509.10	1,017,606.69	82,391.55	358,689.69	183,900.65	1,376,296.38

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 01/14/2021
MEETING DATE 01/18/2021

Fund	Description	Beginning Balance 12/30/2020	Total Cash in	Total Cash out	Cash Balance 01/14/2021	Time Certificates	Ending Balance 01/14/2021
101	GENERAL FUND	2,058,916.74	140,798.00	(248,301.99)	1,951,412.75	235,000.00	2,186,412.75
105	INCOME TAX FUND	112,797.98	166,386.95	(91,436.76)	187,748.17	10,000.00	197,748.17
150	CEMETERY PERPETUAL CARE FUND	59,522.51	0.51	(0.51)	59,522.51		59,522.51
202	MAJOR STREETS FUND	161,263.19	44,727.39	(34,513.94)	171,476.64		171,476.64
203	LOCAL STREETS FUND	207,444.81	21,596.68	(23,323.23)	205,718.26		205,718.26
208	RECREATION FUND	18,989.74	558.43	(1,219.22)	18,328.95		18,328.95
210	AMBULANCE FUND	75,034.46	25,043.96	(40,092.38)	59,986.04		59,986.04
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	695,854.15	21,832.79	(5,596.24)	712,090.70		712,090.70
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	8,500.00	-	8,500.00		8,500.00
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	11,448.48	4,695.69	(257.50)	15,886.67		15,886.67
582	ELECTRIC FUND	1,651,583.27	178,748.16	(185,503.12)	1,644,828.31	530,000.00	2,174,828.31
590	WASTEWATER FUND	(94,142.59)	37,813.70	(38,278.49)	(94,607.38)		(94,607.38)
591	WATER FUND	121,923.19	32,011.88	(32,114.49)	121,820.58	420,000.00	507,877.28
661	MOTOR POOL FUND	122,197.61	17,696.14	(11,964.24)	127,929.51		127,929.51
703	CURRENT TAX FUND	453,647.68	88,971.15	(484,370.06)	58,248.77		58,248.77
	TOTAL - ALL FUNDS	5,659,843.47	789,381.43	(1,196,972.17)	5,252,252.73	1,195,000.00	6,413,309.43
					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	1,025,829.60	1,025,829.60
					ELECTRIC-PRIN & INT ESCROW	187,752.45	187,752.45
					WASTEWATER DEBT ESCROW	257,578.43	257,578.43
					WASTEWATER REPAIR ESCROW	164,686.31	164,686.31
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	33,941.26	33,941.26
							9,007,061.69

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



PURCHASE ORDER

City of Portland

P.O. 7542

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

VENDOR ALTEC SERVICE

DATE: 12-7-20

582-539-933

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
REPLACE LEVELING CABLES	EST.		9167.94
	Actual		9846.79
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	9167.94

9846.79


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


Treasurer Initials



Altec Industries, Inc.
1730 Vanderbilt Road
Birmingham AL 35234
(877) 462-5832

Please Remit To:

Altec Industries, Inc.
PO Box 11407
BIRMINGHAM AL 35246-0414

For Accounting Questions:
ARINQUIRY@ALTEC.COM

SERVICE INVOICE	
Invoice Number 50696990	Invoice Date 21-DEC-20
Request No. 4245338	Request Date 02-DEC-20
Terms NET 30	Sale Order No. 5982134

S
O CITY OF PORTLAND MICHIGAN
L 259 KENT STREET
D PORTLAND MI 48875
T
O

S MIKE HYLAND
H CITY OF PORTLAND MICHIGAN
I 259 KENT STREET
P PORTLAND MI 48875
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Customer No. 121547		Site No. 279499		Site No. 279499	
Customer Order No.	Assembly No. 047-6436024	Customer Vehicle No. 410	Contact Name MIKE HYLAND	Contact Phone No. 517-647	
In Service Date 10-JUL-07	Device Serial No. 1206-R4000	Model AM450H	Technician Schultz, Heath Allen	Odometer 5830	
VIN 1HTWBAAR97J448462	Garage	Lic. Plate No.	Driver	Eng. Meter Reading 867	
PTO Hours 845	Credit/Fleet Card Information		Crew No.	VMS Note	UP Note

Quantity	UOM	Part Number	Description	Price	Extended Price	Charge
1	EA	075040013-	KIT;LEVELING CABLE KIT;AM450/755 SERIES UNITS;MOS	\$2,562.69	\$2,562.69	\$ 2,562.69
38	HRS	970036813-	Labor;SVC;SME;IN/MI/OH	\$129.00	\$4,902.00	\$ 4,902.00
6	HRS	970036814-	Labor;SVC;TRAVEL;SME;IN/MI/OH	\$129.00	\$774.00	\$ 774.00
1	EA	970256476-	DIELECTRIC TEST; CAT B/C; BOOM & ISO GRIP(WHEN AP	\$325.00	\$325.00	\$ 325.00
		970000619-	FREIGHT		\$423.80	\$ 423.80
		970032952-	Charge;SVC;EDF/SHOP SUPPLIES		\$859.30	\$ 859.30

Call Reason:
QUOTE FOR REPAIRS
QUOTE TO REPLACE
Cause:
QUOTE FOR REPAIRS
Correction:
ON 12-2-2020 CREATED JOB FOR QUOTE, FILLED OUT DEFICIENCY REPORT AND ATTACHED TO SR.

ON 12-17-2020 TRAVELED TO AND FOM UNITS LOCATION
STARTED REMOVING LEVLEING CABLES ON UNIT WITH HELP FROM OTHER MST.

ON 12-18-2020 TRAVELED TO UNITS LOCATION
FINISHED REMOVING LEVELING CABLES FROM UNIT WITH HELP FROM ANOTHER MST.
INSTALLED NEW LEVLEING CABLES AND ADJUSTED PLATFROM LEVELING WITH HELP FOR OTHER MST. TESTED UNITS OPERATION AND RAN UNIT THROUGH ALL FUNCTIONS.

	Sub Total	\$9,846.7
State Tax	6.00%	\$0
County Tax	.00%	\$0
City Tax	.00%	\$0
Total Tax		\$0
Total Invoice		\$9,846.7

Nikki Miller

From: noreply@civicplus.com
Sent: Tuesday, January 5, 2021 10:57 PM
To: Nikki Miller
Subject: Online Form Submittal: Board & Commission Application

Follow Up Flag: Follow up
Flag Status: Flagged

Board & Commission Application

Name	Pam Huber
Date	1/5/2021
Address	559 Lyons Rd
Phone	[REDACTED]
Email	[REDACTED]
Employer	retired
Employer Phone	<i>Field not completed.</i>
How long have you lived in the City of Portland?	Portland
Please mark your choice(s).	District Library Board
If more than one please list them in order.	<i>Field not completed.</i>
Please tell us your qualifications.	Avid library patron. 30 yrs as CEO of Farm Bureau Family Credit Union (business experience). Time to serve now that I am retired. .
Are you a high school graduate?	Yes
Are you a college graduate?	No
List name of the college or university you attended and the level of degree earned.	2 yrs at Lansing Community College.
List your professional and work experience.	30 yrs. CEO of FBFCU; 14 yrs as corporate banker Michigan Nat. Bank.

List your community activities, interests and service.

Sunday school teacher, musician with worship team. Feeding America volunteer. Mentoring young mothers, encouraging women in crisis.

References (optional)

Pastor Joe Robbe, Mt Hope Church

File Attachment

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
DECEMBER STATS**

Calls for Service

Dispatched	68
Patrol Originated	5
Follow Up Complaints	24
Assist to PPD	5
Assist to Fire / EMS	3
Assist Other Depts	13

Other Functions

Subpoena Service	3
PBT's	1
Special Events	5
School Contacts (general)	1
Training	13
Administrative	95

Traffic Stops

Total Stops	58
Traffic Citations	22
Verbal Warnings	62
Parking Citations	79

Other

Physical Business Checks	
Interior	67
Exterior	429
Patrol Contacts	285

Arrests (Excluding Juvenile Apprehensions)

Misdemeanor Persons	4
Misdemeanor Charges	4
Felony Persons	1
Felony Charges	2

Code Enforcement / Blight

New Complaints	4
Follow up Complaints	5
Time Spent (in hours)	4.25

Note: Arrests and stats, overall, are lower than the annual average due to the lodging, arrest, and administrative restriction put into place because of Covid-19.



Date: 12/28/2020
To: City Manager
From: Ambulance Director
Re: November 2020, Monthly Report

CALL VOLUME

TOTAL CALLS	93
TOTAL PATIENTS	94
KNOWN COVID + PATIENTS	19
MUTUAL AID GIVEN	14
MUTUAL AID RECEIVED	1

(LIFE-11, DELTA-1, GL – 2)
 (2 PATIENTS REQUIRING 2 UNITS)

RUN TYPE

TRANSPORTED TO HOSPITAL	71
INTERFACILITY TRANSFER	0
DEAD ON ARRIVAL	2
DEAD AFTER ARRIVAL	1
REFUSAL	7
CANCELED/NO PT FOUND	12
OTHER AGENCY INTERCEPT	0
INTERCEPT FOR OUR AGENCY	1

FACILITIES TRANSPORTED

SPARROW MAIN	31
SPARROW IONIA	27
MGL	6
SP BUTTERWORTH HOSP	2
SP UNITED GREENVILLE	2
SPARROW CLINTON	1
SPARROW CARSON	1
SP DEVOS CHILDREN'S	1

UNIT	RUNS	LOADED MILES (TO HOSPITAL)
AMBULANCE 43 (2017)	29	367.9
AMBULANCE 45 (2016)	63	984.8
AMBULANCE 44 (2008)	2	22.3

RUN TIMES	RUNS	PERCENT
00:00-08:00	20	21.3%
08:00-16:00	47	50%
16:00-00:00	27	28.7%

DURING METERS

07:00–17:00	55	58.5%
-------------	----	-------



RUNS BY PRIMARY IMPRESSION

Abdominal Pain	6	6.4%
Alt. Level Conscious	5	5.3%
Anxiety	3	3.2%
Back Pain (No Trauma)	1	1.1%
Behavioral Disorder	1	1.1%
CVA/Stroke	1	1.1%
Carbon Mon. Poisoning	1	1.1%
Cardiac Arrest	5	5.3%
Cardiac Symptoms	3	3.2%
Chest Pain	2	2.1%
Diabetic Symptoms	2	2.1%
Dyspnea-SOB	10	10.6%
Elevated Temp/Fever	1	1.1%
Flu Symptoms	1	1.1%
GI -Bleed	3	3.2%
Isolation Required	1	1.1%
Migraine	1	1.1%
Nausea	1	1.1%
No Medical Problem	3	3.2%
OB/Gyn (comp.)	1	1.1%
Post-Op Complication	1	1.1%
Seizure	2	2.1%
Syncope/Fainting	4	4.3%
Trauma Injury	13	13.8%
Unknown Medical	5	5.3%
Weakness	5	5.3%
NA	12	12.8%
Total	94	100.0%

SERVICE LEVEL

BLS	33	35.1%
ALS1	50	53.2%
ALS2	11	11.7%
SCT	0	0%
Total	94	100.0%

BILLABLE RUNS

Billed	77
Not Billed	17

Respectfully submitted,



Zach Waltersdorf, Director



DATE: 01/03/2021
TO: City Manager
FROM: Ambulance Director
RE: December 2020, Monthly Report

CALL VOLUME

TOTAL CALLS	74
TOTAL PATIENTS	69
KNOWN COVID + PATIENTS	6
MUTUAL AID GIVEN	8
MUTUAL AID RECEIVED	0

RUN TYPE

TRANSPORTED TO HOSPITAL	56
INTERFACILITY TRANSFER	2
DEAD ON ARRIVAL	0
DEAD AFTER ARRIVAL	0
REFUSAL	11
CANCELED/NO PT FOUND	5
OTHER AGENCY INTERCEPT	0
INTERCEPT FOR OUR AGENCY	0

FACILITIES TRANSPORTED

SPARROW MAIN	17
SPARROW IONIA	29
MGL	3
SPBUTTERWORTH HOSP	1
SP UNITED GREENVILLE	1
SPARROW CLINTON	2
SPARROW CARSON	3
SP DEVOS CHILDREN'S	0

UNIT	RUNS	LOADED MILES
AMB 43 (2017)	9	169.4
AMB 45 (2016)	60	838.1
AMB 44 (2008)	5	45.9

SERVICE LEVEL		
BLS	27	36.5%
ALS1	42	56.8%
ALS2	5	6.8%
SCT	0	0%

RUN TIMES	RUNS	PERCENT
00:00-08:00	12	16.2%
08:00-16:00	29	39.2%
16:00-00:00	33	44.6%

RUNS DURING METERS		
07:00-17:00	38	51.4%



RUNS BY PRIMARY IMPRESSION

Abdominal Pain	1	1.4%
Airway Obstruction	2	2.7%
Alt. Level Conscious	4	5.4%
Anxiety	3	4.1%
Back Pain	5	6.8%
CVA/Stroke	1	1.4%
Cardiac Symptoms	5	6.8%
Dehydration Symptoms	2	2.7%
Diabetic Symptoms	2	2.7%
Dyspnea-SOB	5	6.8%
Elevated Temp/Fever	1	1.4%
Flu Symptoms	1	1.4%
GI -Bleed	1	1.4%
Monitoring Required	2	2.7%
Nausea	1	1.4%
No Medical Problem	2	2.7%
Nose Bleed	1	1.4%
Poisoning	1	1.4%
Post-Op Comp.	1	1.4%
Seizure	1	1.4%
Syncope/Fainting	2	2.7%
Trauma Injury	13	17.6%
Unconscious	1	1.4%
Unknown Medical	2	2.7%
Urination Problem	1	1.4%
Vomiting	1	1.4%
Weakness	2	2.7%
NA	10	13.5%

BILLABLE RUNS

Billed	64	86.5%
Not Billed	10	13.5%

UNIT	Resident	NR
City of Portland	15	0
Portland Twp	15	1
Danby Twp	10	1
Lyons Twp	9	0
Pewamo Village	2	0
Sebewa Twp	2	1
Westphalia Twp	3	0
Westphalia Village	1	2
Orange Twp	2	0
Interfacility Transfer	2	
Mutual Aid Given	8	

*LIFE – 6 (Saranac-1, Orleans-1, Ionia-4)

*DELTA – 1 (Eagle-1)

*GRAND LEDGE – 1 (Roxand -1)

Respectfully submitted,

Zach Waltersdorf, Director

City Of Portland
Water Department
Monthly Water Report
December 2020

Monthly Water Production

Daily Water Production

Well #4 3,778,000 Gallons
Well #5 0 Gallons
Well #6 3,300 ,000 Gallons
Well #7 343,000 Gallons

Well #4 121,870 Gallons
Well #5 0 Gallons
Well #6 106,451 Gallons
Well #7 11,064 Gallons

Daily Average Water Production for All Wells

239,385 Gallons

Total Water Production for the Month

7,421,000 Gallons

Total Water Production for the Previous Month

7,829,000 Gallons

Total Production decreased by

408,000 Gallons

Total Production for This Month from the Previous Year

8,616,000 Gallons

Total Production decreased by

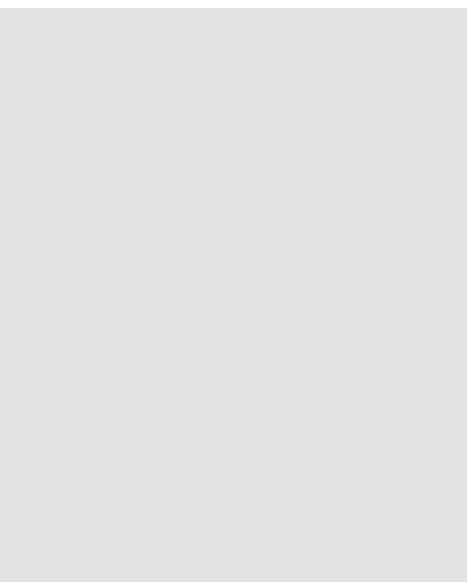
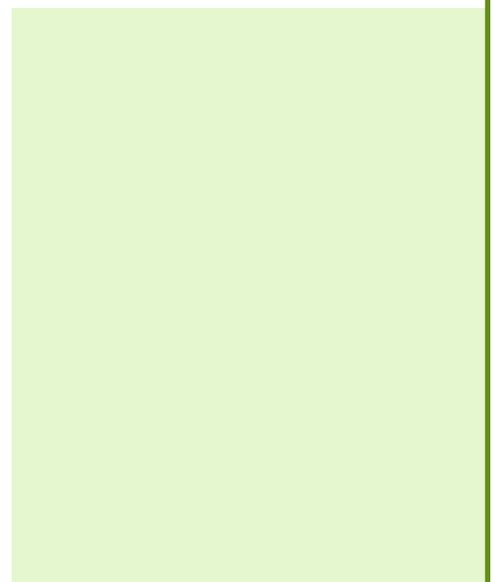
1,195,000 Gallons

Rodney D. Smith Jr.
Water Technician



The City of Portland Operations & Maintenance Report

November 2020





December 8, 2020

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

RE: November 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 November 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

CONTENTS

ADMINISTRATIVE	2
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APPENDIX “A” MONTHLY OPERATING REPORT

APPENDIX “B” NOVEMBER 2020 Completed Work orders

ADMINISTRATIVE REPORT

ADMINISTRATIVE

The November 2020 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on December 8, 2020. The average influent flow was 324,000 gallons per day. The daily maximum influent flow was 388,000 gallons, which occurred on November 5, 2020. The Monthly Operating Report (MOR) is in **Appendix A**.

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

ACTION ITEMS

- Currently the City of Portland's WWTP is required to land apply biosolids three (3) times per year due to biosolids storage capacity limitations. EGLE requires a 180-day minimum 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 November 2020 in accordance with the computerized maintenance management system (CMMS.) The completed November 2020 completed work orders can be viewed in **Appendix B**.

- On November 2, the oil was changed on the secondary clarifier drives.
- On November 5, the seal on the West secondary clarifier scum trough was replaced and the copper plates and angle support were replaced on the East secondary clarifier.
- On November 10, staff fixed broken yard hydrant located near EQ tanks.
- On November 13, changed ferrous pump #1 feed tube as it was leaking.
- On November 24, staff changed outside lighting fixtures to LED on Digester, Service and Thickener buildings.

OPERATIONS

- FVOP is currently working with FV environmental group on THK compliance issues and EGLE required information.

SAFETY TRAINING

The following safety training was completed during November 2020:

- Several COVID-19 training videos.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during November 2020:

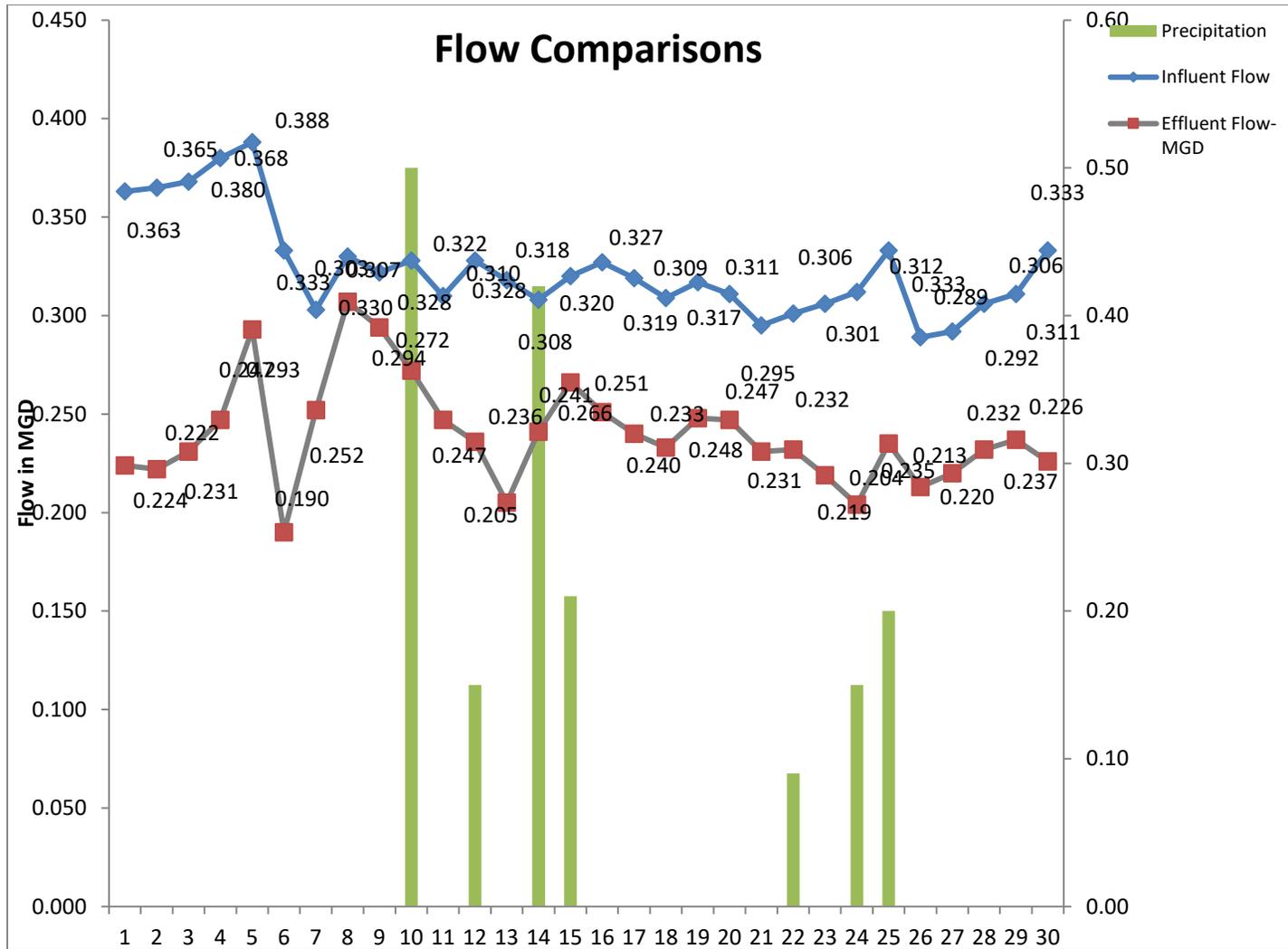
- Vactored and jetted 1,195 feet of collection system mains.
- Camera work on several laterals in the downtown district.
- Canal St, lift station having Pump #1 electrical issues.
- Several Miss Digs for the month

EMERGENCY ALARM CALL- OUTS

There was two (2) after- hours emergency call outs during November 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 November 2020. The average influent flow during the period was 324,000 gallons per day and the average effluent flow during the period was 240,000 gallons per day. We had seven (7) days of precipitation which totaled 1.72 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX "A"



City of Portland, MI

November 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
1	24	7.0	12.0		2234		20	90	2.2	1.44	0.4752		7001	277461	0.248	10
2	24	7.1	5.4	0.59	2211	1716	20	90	1.6	1.44	0.4455	0.3517	16501	613090	0.238	10
3	24	7.2	5.5	0.62	2145	1674	20	93	4.0	1.44	0.4386	0.3275	16005	585451	0.228	10
4	24	7.0	6.2	0.25	2143	1641	19	89	1.9	1.44	0.3862	0.2831	16000	515345	0.230	10
5	24	7.0	5.5		2322		15	64	1.9	1.44	0.3988		18799	625253	0.226	10
6	24	8.2	3.9		1980		12	61	3.1	1.44	0.5891		15440	758582	0.193	10
7	24	8.9	16.8		2375		14	59	2.1	1.44	0.3006		8405	210714	0.179	10
8	24	7.6	15.7	0.39	2758	2244	19	69	2.3	1.44	0.3699	0.2384	8481	261636	0.237	10
9	24	7.4	5.6	0.37	2857	1865	19	66	3.0	1.44	0.4573	0.2848	20002	762853	0.260	10
10	24	7.6	6.2		2143	1409	17	80	2.7	1.44	0.3606	0.2626	17044	512582	0.238	10
11	24	7.9	14.6		2031		17	84	1.1	1.44	0.3548		7002	207191	0.234	10
12	24	7.9	4.8		2509		17	68	1.1	1.44	0.4644		20003	774735	0.215	10
13	24	7.6	5.2		2184		18	82	1.1	1.44	0.4310		17502	629116	0.246	10
14	24	7.9	14.6		2198		17	77	1.9	1.44	0.3690		7303	224747	0.239	10
15	24	7.7	14.6		2633		20	76	2.8	1.44	0.4139		7780	268560	0.241	10
16	24	7.5	5.3	0.29	2366	1778	20	84	2.2	1.44	0.4188	0.2993	19001	663665	0.245	10
17	24	7.5	5.6	0.38	2400	1643	20	83	3.5	1.44	0.3797	0.2466	20045	634765	0.254	10
18	24	7.7	7.4	0.65	2200	1643	20	91	2.2	1.44	0.3307	0.2466	16101	444072	0.247	10
19	24	7.7	6.6		2250		20	89	2.1	1.44	0.3714		16501	511115	0.240	10
20	24	7.9	6.4		2251		20	89	0.9	1.44	0.3341		18690	520777	0.233	10
21	24	8.1	11.8		2256		20	89	0.7	1.44	0.4071		8391	284892	0.234	10
22	24	8.1	11.4	0.39	2175	1705	20	92	1.9	1.44	0.4064	0.3171	8403	284809	0.228	10
23	24	8.1	6.5	0.52	1669	1076	24	144	1.9	1.44	0.3524	0.2657	13001	382101	0.227	10
24	24	8.0	4.7	0.18	2637	2046	24	91	1.9	1.44	0.4218	0.3228	23657	832209	0.227	10
25	24	7.6	6.7		2208		23	104	1.2	1.44	0.3106		19125	495415	0.233	10
26	24	8.1	16.7		2195		23	104	1.8	1.44	0.2795		8401	195830	0.243	10
27	24	8.3	17.2		2360		23	97	2.6	1.44	0.2902		8474	205094	0.225	10
28	24	8.1	15.6		2375		25	105	1.7	1.44	0.3236		8401	226728	0.223	10
29	24	8.0	13.7		2601		29	111	1.3	1.44	0.4045		8401	283410	0.229	10
30	24	7.6	4.7	0.31	2877	1987	30	104	1.9	1.44	0.4320	0.2667	25477	917906	0.229	10
TL													425337	14110104	6.969	
ME	24	7.7	9.2	0.41	2318	1725	20	88	2.0	1.44	0.3906	0.2856	14178	470337	0.232	
REMARKS:																

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

City of Portland, MI

November 2020

MISCELLANEOUS DATA

DAY	OUTFALL	GRIT	NAT.	ELECT.	ELECT.	ELECT.	ELECT	FERROUS	Polymer
	OBSERVATION		GAS	WWTP	Riverside	Canal	Cutler	CHLORIDE	Sludge
					Lift Stat.	Lift Stat.	Lift Stat.		Thickener
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	lbs
SF				1					
1	yes		2100	136				19	4.0
2	yes		2500	144				19	10.0
3	yes		1600	136				19	13.0
4	yes		1500	144				19	10.0
5	no		1400	136				19	15.0
6	no		1500	160	43	20		19	13.0
7	no		1300	136				19	10.0
8	yes		1200	144				19	7.0
9	yes		900	136	29	14	20	19	14.0
10	no		900	128				19	12.0
11	yes		2100	160				19	4.0
12	no		2300	152	32		7	19	19.0
13	no		2400	136				19	13.0
14	no		2000	136				19	10.0
15	no		2200	136				19	6.0
16	yes		2500	152	53	35	11	19	18.0
17	yes		2400	144				19	18.0
18	yes		2300	152				19	15.0
19	no		1600	152	40	14	8	19	17.0
20	no		1700	128				19	13.0
21	no		2500	136				19	7.0
22	yes		2300	144				19	6.0
23	yes		2500	144	53	21	13	19	11.0
24	yes		2200	152				19	17.0
25	no		2200	168				19	13.0
26	no		1900	136				19	5.0
27	no		1900	144				19	5.0
28	no		1900	144				19	5.0
29	yes		2200	160				19	4.0
30	yes		4200	160				19	21.0
TL		0.0	60200.0	4336	250	104	59	570	335.0
ME			2007	145	42	21	12	19	11.2
	REMARKS:								

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

City of Portland, MI

November 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	938												14	
2	3995												25	
3	3541												28	
4	3692	6.1	69	0.08	7.0	18.9	32.5	7.3	2.8	59	0.27	35	30	
5	4358												31	
6	3723												27	
7	696												19	
8	393	7.9	72	0.01	7.0	20.6	28.9	7.4	2.8	62	0.11	37	15	
9	2936												23	
10	2179												19	
11	666												15	
12	3541												25	
13	3723												29	
14	999												23	
15	847												8	
16	5145												28	
17	2542												24	
18	2088	7.8	76	0.07	7.1	17.1	29.4	7.4	2.9	61	0.08	51	28	
19	2119												31	
20	3481												25	
21	817												25	
22	1150												19	
23	2149												20	
24	3935	6.1	72	0.09	6.7	16.5	30.5	7.2	2.8	57	0.09	48	26	
25	3208												30	
26	787												21	
27	1150												17	
28	938												15	
29	1150												17	
30	4964												33	
TL	71851												690	
ME	2348	7.0	72	0.06	7.0	18.3	30.3	7.3	2.8	60		43	23	
REMARKS:		Loading Rate = .02 -.10 lb/cu. ft.												

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

November 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					
2								0.0					
3								0.0					
4								0.0					
5	2132							0.0					
6	2132							0.0					
7	2132							0.0					
8	2132							0.0					
9								0.0					
10								0.0					
11								0.0					
12								0.0					
13								0.0					
14	2132							0.0					
15	2132							0.0					
16	2132							0.0					
17	2132							0.0					
18								0.0					
19								0.0					
20								0.0					
21	1865.5							0.0					
22								0.0					
23								0.0					
24								0.0					
25	1865.5							0.0					
26	1599							0.0					
27								0.0					
28								0.0					
29								0.0					
30	8261.5							0.0					
TL	30647.5							0.0	0				
ME													

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

12/1/2020

Page 1 of 6

Completed	Equipment Number	Task	WO #	Type
11/2/2020	GB-104	Monthly Grit Auger & Classifier Maintenance	2392.01	Scheduled
Note	Task complete- TK, KM, TS			
11/2/2020	GB-111	Monthly MUA-1 Maintenance	2393.01	Scheduled
Note	Task complete- TK, KM, TS			
11/2/2020	UV-100	Weekly UV Maintenance	2458.01	Scheduled
Note	Task complete- TK, KM, TS			
11/2/2020	SB-201	Weekly Composite Sampler Maintenance	2450.01	Scheduled
Note	Task complete- TK, KM, TS			
11/3/2020	FC-101	Annual East & West Secondary Clarifier Drive Maintenance	2022.01	Scheduled
Note	Task complete- TK, KM, TS			
11/3/2020	FC-101	Annual Winterizing of the East & West Clarifiers Worm Gears	2389.01	Scheduled
Note	Task complete- TK, KM, TS			
11/3/2020	TB-100	Weekly Thickener Building Housekeeping	2454.01	Scheduled
Note	Task complete- TK, KM, TS			
11/3/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2444.01	Scheduled
Note	Task complete- TK, KM, TS			
11/3/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2435.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2457.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	Tool Room	Weekly Storage Room.	2456.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	Boiler Room	Boiler Room Housekeeping	2443.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	GB-104	Weekly Grit Classifier Maintenance	2442.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2440.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	DB-200	Weekly Gas Mixer Maintenance	2439.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	LB-125	Weekly Eyewash & Shower Exercise	2438.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2437.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	AT-105	Weekly D.O Sensor Maintenance	2436.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2434.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2433.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2432.01	Scheduled
Note	Task complete- TK, KM, TS			
11/4/2020	Headworks Building	Weekly Headworks Housekeeping	2423.01	Scheduled
Note				
11/4/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2425.01	Scheduled
Note				
11/4/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2441.01	Scheduled
Note	Task complete- TK, KM, TS			
11/5/2020	TB-104	Weekly Charter Thckener Maintenance	2455.01	Scheduled
Note	Task complete- TK, KM, TS			

Completed Work Order Note Report

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Completed	Equipment Number	Task	WO #	Type
11/5/2020 Note	Service Building 3rd Floor Task complete- TK, KM, TS	Service Building 3rd Floor Housekeeping	2453.01	Scheduled
11/5/2020 Note	Service Building 2nd Floor Task complete- TK, KM, TS	Weekly Service Building 2nd Floor Housekeeping	2452.01	Scheduled
11/5/2020 Note	Service Building 1st Floor Task complete- TK, KM, TS	Service Building 1st Floor Housekeeping	2451.01	Scheduled
11/5/2020 Note	GB-101 Task complete- TK, KM, TS	Weekly Fine Maintenance	2449.01	Scheduled
11/5/2020 Note	LB-129 Task complete- TK, KM, TS	Weekly Vacuum Pump Maintenance	2448.01	Scheduled
11/5/2020 Note	SB-202 Task complete- TK, KM, TS	Weekly NP Booster System Maintenance	2447.01	Scheduled
11/5/2020 Note	Laboratory QA/QC Program Task complete- TK, KM, TS	Weekly Lab Analysis Checks	2446.01	Scheduled
11/5/2020 Note	Laboratory/ Office Task complete- TK, KM, TS	Laboratory Housekeeping	2445.01	Scheduled
11/5/2020 Note	Ferrous Room Task complete- TK, KM, TS	Weekly Ferrous Feed Room Housekeeping	2426.01	Scheduled
11/9/2020 Note	Aeration Tanks Task complete- TS	Monthly Hosing of the Aeration Tanks	2427.01	Scheduled
11/9/2020 Note	UV-100 Task complete- TK, TS, KM	Weekly UV Maintenance	2500.01	Scheduled
11/9/2020 Note	Service Building 3rd Floor Task complete- TK	Service Building 3rd Floor Housekeeping	2495.01	Scheduled
11/9/2020 Note	Service Building 2nd Floor Task complete- TK	Weekly Service Building 2nd Floor Housekeeping	2494.01	Scheduled
11/9/2020 Note	Service Building 1st Floor Task complete- TK	Service Building 1st Floor Housekeeping	2493.01	Scheduled
11/10/2020 Note	GB-101 Task complete- TS	Monthly Fine Screen Maintenance	2429.01	Scheduled
11/10/2020 Note	SA-102 Task complete- TS, Headworks building E-light dont work and needs to be fixed and or replaced.	Portland Monthly Emergency Lighting Checks	2428.01	Scheduled
11/10/2020 Note	TB-100 Task complete- TK	Weekly Thickener Building Housekeeping	2496.01	Scheduled
11/10/2020 Note	TB-104 Task complete- KM	Weekly Charter Thckener Maintenance	2497.01	Scheduled
11/10/2020 Note	Tool Room Task complete- KM	Weekly Storage Room.	2498.01	Scheduled
11/10/2020 Note	Headworks Building Task complete- TK	Weekly Headworks Housekeeping	2459.01	Scheduled
11/10/2020 Note	SB-202 Task complete- KM	Weekly NP Booster System Maintenance	2489.01	Scheduled
11/10/2020 Note	GB-104 Task complete- TK	Weekly Grit Classifier Maintenance	2484.01	Scheduled
11/10/2020 Note	Gas Mixing Room Task complete- KM	Weekly Gas Mixing Room Housekeeping	2482.01	Scheduled
11/11/2020 Note	Secondary Clarifiers West & East Task complete- TK	Secondary Clarifier Cleaning	2477.01	Scheduled
11/11/2020 Note	AT-105 Task complete- TK	Weekly D.O Sensor Maintenance	2478.01	Scheduled
11/11/2020 Note	LB-125 Task complete- TK	Weekly Eyewash & Shower Exercise	2480.01	Scheduled

Completed Work Order Note Report

12/1/2020

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Completed	Equipment Number	Task	WO #	Type
11/12/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2499.01	Scheduled
Note	Task complete- KM			
11/12/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2479.01	Scheduled
Note	Task complete- KM			
11/12/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2488.01	Scheduled
Note	Task complete- KM			
11/12/2020	Laboratory/ Office	Laboratory Housekeeping	2487.01	Scheduled
Note	Task complete- KM			
11/13/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2467.01	Scheduled
Note	Task complete- KM			
11/13/2020	GB-101	Weekly Fine Maintenance	2491.01	Scheduled
Note	Task complete- KM			
11/13/2020	LB-129	Weekly Vacuum Pump Maintenance	2490.01	Scheduled
Note	Task complete- KM			
11/14/2020	SB-201	Weekly Composite Sampler Maintenance	2492.01	Scheduled
Note	Task complete- KM			
11/14/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2466.01	Scheduled
Note	Task complete- KM			
11/14/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2474.01	Scheduled
Note	Task complete- KM			
11/14/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2475.01	Scheduled
Note	Task complete- KM			
11/14/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2476.01	Scheduled
Note	Task complete- KM			
11/14/2020	DB-200	Weekly Gas Mixer Maintenance	2481.01	Scheduled
Note	Task complete- KM			
11/14/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2486.01	Scheduled
Note	Task complete- KM			
11/14/2020	Boiler Room	Boiler Room Housekeeping	2485.01	Scheduled
Note	Task complete- KM			
11/14/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2483.01	Scheduled
Note	Task complete- KM			
11/16/2020	FC-100	Semi-Annual East & West Secondary Clarifier Maintenance	2359.01	Scheduled
Note	Task complete- TS/TK			
11/16/2020	SB-101	Semi- Annual Blower #1 Maintenance	2431.01	Scheduled
Note	Task complete- TS			
11/16/2020	SB-104	Semi- Annual Grit Blower Maintenance	2473.01	Scheduled
Note	Task complete- TS			
11/16/2020	SB-103	Semi- Annual Blower #3 Maintenance	2472.01	Scheduled
Note	Task complete- TS			
11/16/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2506.01	Scheduled
Note	Task complete- TS			
11/16/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2503.01	Scheduled
Note	Task complete- TS			
11/16/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2502.01	Scheduled
Note	Task complete- TS			
11/16/2020	Headworks Building	Weekly Headworks Housekeeping	2501.01	Scheduled
Note	Task complete- TS			
11/16/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2514.01	Scheduled
Note	Task complete- TS			

Completed	Equipment Number	Task	WO #	Type
11/16/2020	DB-200	Weekly Gas Mixer Maintenance	2513.01	Scheduled
Note	Task complete- TS			
11/16/2020	LB-125	Weekly Eyewash & Shower Exercise	2512.01	Scheduled
Note	Task complete- TS			
11/16/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2511.01	Scheduled
Note	Task complete- TS			
11/16/2020	AT-105	Weekly D.O Sensor Maintenance	2510.01	Scheduled
Note	Task complete- TS			
11/16/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2509.01	Scheduled
Note	Task complete- TS			
11/16/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2508.01	Scheduled
Note	Task complete- TS			
11/16/2020	SB-201	Weekly Composite Sampler Maintenance	2524.01	Scheduled
Note	Task complete- TS			
11/16/2020	Process Blowers	Weekly Grit & Aeration Blower Maintenance	2515.01	Scheduled
Note	Task complete- TS			
11/17/2020	SB-302	Monthly Influent Pump Maintenance	2352.03	Scheduled
Note	Task complete- TS/TK			
11/17/2020	SB-301	Monthly Influent Pump Maintenance	2352.02	Scheduled
Note	Task complete- TS/TK			
11/17/2020	SB-300	Monthly Influent Pump Maintenance	2352.01	Scheduled
Note	Task complete- TS/TK			
11/17/2020	SB-102	Semi- Annual Blower #2 Maintenance	2471.01	Scheduled
Note	Task complete- TS			
11/17/2020	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	2469.01	Scheduled
Note	Task complete- TS			
11/17/2020	UV-100	Monthly Trojan 3000 UV Maintenance	2470.01	Scheduled
Note	Task complete- TS/TK			
11/17/2020	AT-101	Monthly Anoxic Surface Mixer Maintenance	2468.01	Scheduled
Note	Task complete- TS/TK			
11/17/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2507.01	Scheduled
Note	Task complete- TS			
11/17/2020	Laboratory/ Office	Laboratory Housekeeping	2519.01	Scheduled
Note	Task complete- TS			
11/17/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2518.01	Scheduled
Note	Task complete- TS			
11/17/2020	Boiler Room	Boiler Room Housekeeping	2517.01	Scheduled
Note	Task complete- TS			
11/17/2020	GB-104	Weekly Grit Classifier Maintenance	2516.01	Scheduled
Note	Task complete- TS			
11/17/2020	Tool Room	Weekly Storage Room.	2530.01	Scheduled
Note	Task complete- TS			
11/17/2020	TB-104	Weekly Charter Thckener Maintenance	2529.01	Scheduled
Note	Task complete- TS			
11/17/2020	TB-100	Weekly Thickener Building Housekeeping	2528.01	Scheduled
Note	Task complete- TS			
11/17/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2527.01	Scheduled
Note	Task complete- TS			
11/17/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2526.01	Scheduled
Note	Task complete- TS			

Completed	Equipment Number	Task	WO #	Type
11/17/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2525.01	Scheduled
Note	Task complete- TS			
11/17/2020	GB-101	Weekly Fine Maintenance	2523.01	Scheduled
Note	Task complete- TS			
11/17/2020	LB-129	Weekly Vacuum Pump Maintenance	2522.01	Scheduled
Note	Task complete- TS/TK			
11/17/2020	SB-202	Weekly NP Booster System Maintenance	2521.01	Scheduled
Note	Task complete- TS/TK			
11/17/2020	TB-104	Monthly Thickener Maintenance	2505.01	Scheduled
Note	Task complete- TS/TK			
11/18/2020	SB-104	Annual Aerzen Blower Maintenance	2464.01	Scheduled
Note	Task complete- TS/TK			
11/18/2020	SB-103	Annual Aerzen Blower Maintenance	2463.01	Scheduled
Note	Task complete- TS/TK			
11/18/2020	SB-102	Annual Aerzen Blower Maintenance	2462.01	Scheduled
Note	Task complete- TS/TK			
11/18/2020	SB-101	Annual Aerzen Blower Maintenance	2461.01	Scheduled
Note	Task complete- TS/TK			
11/19/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2520.01	Scheduled
Note	Task complete- TS			
11/19/2020	UV-100	Weekly UV Maintenance	2532.01	Scheduled
Note	Task complete- TS			
11/19/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2531.01	Scheduled
Note	Task complete- TS/TK			
11/19/2020	Laboratory QA/QC Program	Monthly QAQC Data & Analysis Checks	2504.01	Scheduled
Note	Task complete- TK			
11/23/2020	LB-130	Total Phosphorus Calibration Curve	2424.01	Scheduled
Note	Task complete- TS			
11/23/2020	SB-201	Weekly Composite Sampler Maintenance	2557.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2535.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2536.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	UV-100	Weekly UV Maintenance	2565.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2547.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	DB-200	Weekly Gas Mixer Maintenance	2546.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	LB-125	Weekly Eyewash & Shower Exercise	2545.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2544.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Laboratory/ Office	Laboratory Housekeeping	2552.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	TB-100	Weekly Thickener Building Housekeeping	2561.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	LB-129	Weekly Vacuum Pump Maintenance	2555.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	SB-202	Weekly NP Booster System Maintenance	2554.01	Scheduled
Note	Task complete- TS, TK, KM			

Completed	Equipment Number	Task	WO #	Type
11/24/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2553.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2551.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Boiler Room	Boiler Room Housekeeping	2550.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	GB-104	Weekly Grit Classifier Maintenance	2549.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	AT-105	Weekly D.O Sensor Maintenance	2543.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2542.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2541.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2540.01	Scheduled
Note	Task complete- TS, TK, KM			
11/24/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2548.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2560.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2559.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2558.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	Tool Room	Weekly Storage Room.	2563.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2539.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	Headworks Building	Weekly Headworks Housekeeping	2533.01	Scheduled
Note	Task complete- TS, TK, KM			
11/25/2020	GB-101	Weekly Fine Maintenance	2556.01	Scheduled
Note	Task complete- TS, TK, KM			
11/27/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2564.01	Scheduled
Note	Task complete- TS, TK, KM			

IONIA COUNTY BOARD OF COMMISSIONERS

Organizational Meeting Agenda

January 12, 2021

3:00 p.m.

VIA ZOOM

I. Call to Order by County Clerk

II. Pledge of Allegiance

III. Organization of Board and Committees

A. Selection of Chairperson

**Meeting turned over to newly elected Chairperson*

B. Selection of Vice-Chairperson

C. Review and Adoption of Board Rules

** Discussion and adoption of board and committee meeting dates and times*

IV. Approval of Agenda

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.

VII. Appointments

A. *Appointments to Standing Committee(s)*

1. Audit Committee
2. Facilities Committee
3. Grievance Hearing Committee
4. Personnel Committee

B. *Commissioner Appointments to Boards/Commissions*

1. Airport Board – Three Commissioners’ - (Two year term)
2. Area Agency on Aging of Western Michigan Board of Directors – one Commissioner (two year term)
3. Area Community Services Employment and Training Council- One appointment Board Chair or their Designee – One Commissioner
4. Bargaining Committee Representative – One appointment (one-year term).
5. Board of Public Works – One appointment (three-year term).
6. Central Dispatch Board of Directors-Four appointments (two-year term).
7. Commission on Aging Board-Two appointments (three-year term).
8. Community Corrections Advisory Board – One appointment (one-year term).
9. Department of Human Services Board – One appointment (one-year term).
10. EightCap Governing Board
11. Ionia County Economic Alliance
12. Lake Boards – One-year terms
 - Long Lake Board
 - Jordan Lake Board
 - Morrison Lake Board
13. MAC Workers’ Compensation Board – One appointment (one-year term).
14. MSU Extension District Extension Council –one Commissioner (two year term)

15. Park Advisory Board –One commissioner (two year term)
16. Road Advisory Board – One appointment (one-year term).
17. Sanitary Code Committee
18. Southwest Michigan Alliance for Region Three – Two appointments (one-year terms)
19. Tax Allocation Board – One appointment (one-year term).
20. West Michigan Regional Planning Committee (one-year term).
- 21.

C. *Legal Counsel*

1. Cohl, Stoker, and Toskey, P.C.

D. *Department Heads*

1. Administrative Health Officer – One-year appointment
2. Animal Control Officers – two year appointment
3. Building Codes Official – One-year appointment
4. Central Dispatch Director – One-year appointment
5. Equalization Director – One-year appointment

VIII. Unfinished Business

- A.

IX. New Business

- A. Resolution for MERS Service Credit Purchase.
- B.
- C.

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. Executive Session

- A.

XIV. Adjournment

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS REGULAR AND
DEPARTMENT REPORT MEETING**

JANUARY 19, 2021 - 3:00 P.M.

THIS MEETING WILL BE HELD VIA ZOOM

AGENDA

- I. Call to Order**
- II. 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.
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Request approval to fill vacant Deputy Clerk Position-Friend of the Court
 - B. Request approval of change order with Vander Kodde Construction-Commission on Aging
 - C. Request approval to fill vacant Address Coordinator/Appraiser Position-Equalization
 - D. Request approval of Amendment 2 of the Agreement with Michigan Department of Health and Human Services and authorize signature and Budget Amendment — Health Department
 - E. Request amendment of Substance Use Disorder Prevention Contractual Agreement-Health Department
 - F. Request approval to hire Full Time Health Educator-Health Department
 - G. Request approval to allow Health Officer to waive the County portion of food license renewal fee for all non-STFU establishments for FY2021-Health Department
 - H. Request approval of contract with the Village of Pewamo for additional patrol hours and authorize signature—Sheriff Department
 - I. Request discussion on January 26, 2021 BOC meeting.
 - J. Request Resolution for Additions and Deletions to County Road System made prior to December 31, 2020-Road Department

- K. Request approval of appointment to Jury Board from Bill Deschaine.
- L. Request approval of appointment to West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee from Travis Alden.
- M.

IX. Department Reports

- A. Central Dispatch
- B. Building Codes

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