



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

7:00 P.M. Monday, February 1, 2021

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

And Via Virtual Zoom Meeting ID# 896 8883 3782

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	Decision
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:08 PM	V. <u>City Manager Report</u>	
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	
	IX. <u>New Business</u>	
7:25 PM	A. Proposed Resolution 21-04 Approving the Purchase and Installation of a Flatbed on the Former Street Sweeper Truck for the Department of Public Works (DPW)	Decision
7:28 PM	B. Proposed Resolution 21-05 Confirming the Mayor’s Appointment to City Boards and Commissions	Decision
7:30 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting on January 18, 2021 and the Goal Session held on January 28, 2021	
	B. Payment of Invoices in the Amount of \$59,042.35 and Payroll in the Amount of \$103,446.01 for a Total of \$162,488.36	
	C. Purchase Orders over \$5,000.00 - None	
	XI. <u>Communications</u>	
	A. Board of Light & Power Minutes from November 24, 2020	
	B. Franklin Energy - 2020 EO Report	
	C. DDA Minutes for October 26, 2020	
	D. DDA Treasurer’s Report for November 16, 2020	
	E. DDA Treasurer’s Report for December 17, 2020	
	F. DDA Treasurer’s Report for January 15, 2020	
	G. Wastewater Treatment Plant Report for December 2020	
	H. Utility Billing Report for December 2020	

<u>Estimated Time</u>
7:33 PM
7:35 PM
7:40 PM
7:45 PM

I. PAMA Minutes for January 20, 2021

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. 21-04

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF A
FLATBED ON THE FORMER STREET SWEEPER TRUCK FOR THE DEPARTMENT
OF PUBLIC WORKS (DPW)**

WHEREAS, the City previously purchased a new street sweeper to replace the 1999 freightliner truck. While the equipment on the 1999 truck was in disrepair, the truck itself remains in good condition with only 24,000 miles; and

WHEREAS, the City Manager and the Director of Public Works, utilizing the State of Michigan's MiDeal Program, recommend that City Council approve the purchase and installation of a flatbed to be mounted to the 1999 freightliner truck to be used as a leaf removal machine for the amount of \$10,433.00, a copy of the quote is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. City Council approve the purchase and installation of a flatbed to be mounted to the 1999 freightliner truck to be used as a leaf removal machine for the amount of \$10,433.00, a copy of the quote is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: February 1, 2021

Monique I. Miller, City Clerk

Truck & Trailer Specialties

3286 Hanna Lake Ind. Park Dr.
Dutton, MI. 49316
Phone 616-698-8215, Fax 616-698-0972
Quote No. DQO002674

City of Portland
Attn: Ken Gensterblum
Phone: 517-526-3813
January 28, 2021



State Contract Hyperlink No: [071B7700086](#)

Equipment Quotation

Chassis Info: Freightliner VIN# 1FV67FAA1XHA42387

City of Portland to remove existing sweeper body and deliver chassis to Truck and Trailer as cab & chassis

Truck and Trailer to install Rugby Series 2000 Super Heavy Duty Platform including:

- 12' 4" long, 96" wide
- Carbon steel construction
- External stake pockets, 2 x 4 pockets are spaced on 24" centers
- 7 ga. Front rail
- Structural channel side rail
- 3/8" x 2" Tie-down rail
- 4" structural crosssills on 12" centers
- 6" channel structural Longmembers
- Wood floor
- LED light kit including lights, grommets, and wire harness
- Powder coated Black
- 26" tall, formed steel bulkhead, reinforced with 2" x 2" vertical tubing
- Bulkhead to be painted Black in color
- Remount fuel neck
- Install mudflaps behind rear tires
- City of Portland to fabricate and install stake racking

Install Model LB520 Lo-Boy hoist with subframe including the following:

- NTEA Performance Class D, Type I
- Double acting cylinder
- 2" Cylinder shaft diameter
- Full length subframe, rail material 1/4" A1011 Steel
- Greaseable hinge pins
- Body prop to support empty body weight

Install 12-volt hydraulic pump including the following:

- Double acting for power up and relived power down functions
- Cab controls
- Install resettable circuit breaker mounted by battery, power wire protected with loom

Install 3/4" rear hitch plate including the following:

- Reinforce with 6" channeled steel for side reinforcement and ICC bumper
- PH20 Pintle hitch, height TBD
- Two 3/4" D-rings

Truck & Trailer Specialties

3286 Hanna Lake Ind. Park Dr.

Dutton, MI. 49316

Phone 616-698-8215, Fax 616-698-0972

Quote No. DQO002674

7-way RV style plug wired to chassis taillights

Does not include brake controller or 12-volt power to plug (Chassis does not have factory trailer wiring or brake controller. If these items are needed, please request quote)

Remount OEM taillights on outsides of hitch plate

Paint hoist, rear hitch, bumper, and any bare metal black in color

Above Installed Price: \$10,433.00 ea.

Note: Quote does not include sandblasting, or painting of chassis frame, quote available upon request

Option #1: Add 10 ga. smooth steel over wood platform

Option #1 Price Add: \$825.00 ea.

Option #2: Fabricate and install Chipper Body for use with above Platform including:

Designed to set on top of platform, utilizing platform stake pockets

Constructed of 11 ga. steel sheeting and 2" x 2" x 3/16" steel tubing

24" tall barn door style rear door

Approximately 60" from dump body floor to top of Chipper box

Three vents each side, top of side walls evenly spaced (six total or top mounted)

Top of chipper body to be bolt-on style, removeable from sides,

fork pockets welded inside chipper body top to aid in removal/installation

Chipper body to be sandblasted, primed, and painted Black in color

Option #2 Price Add: \$6,870.00 ea.

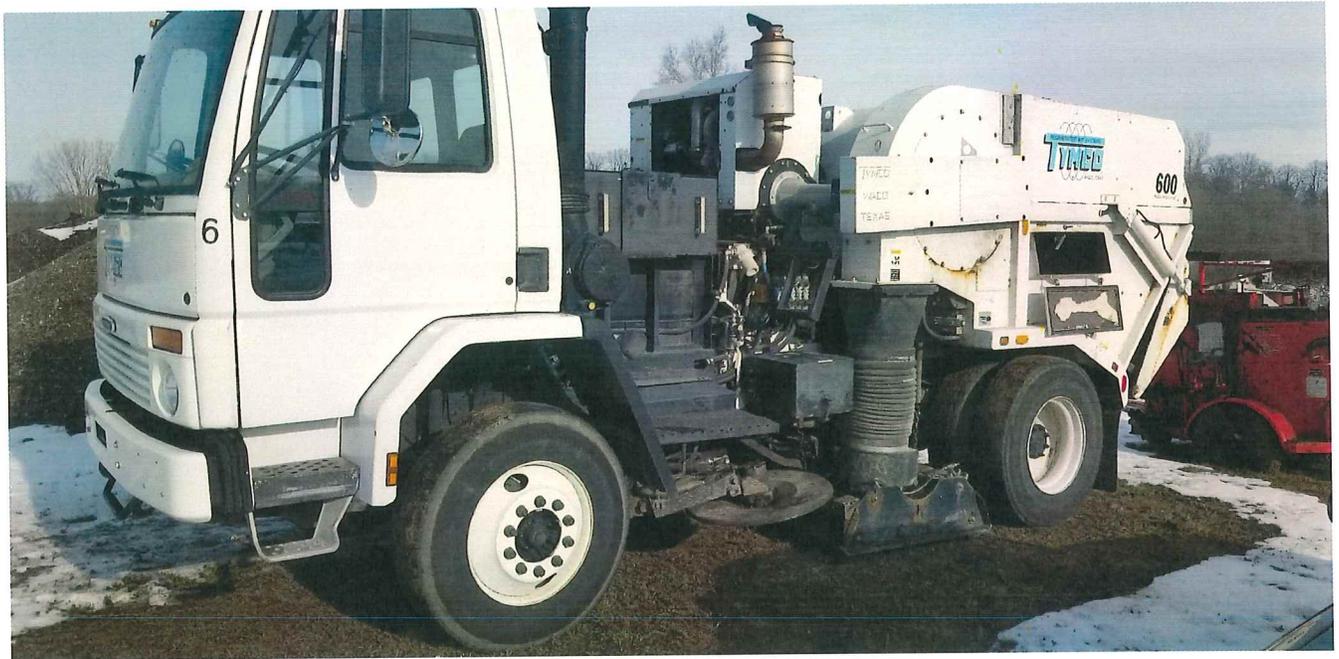
Lead time: 12-15 weeks

Payment Terms: Net 30

Pricing good for: 30 days

Thank you for the opportunity to quote.

Submitted by:
Chad Veenstra/Mike Bouwman





PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-05

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

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

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

Portland District Library Board

-Pam Huber to a term expiring June 30, 2023

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

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

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: February 1, 2021

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, January 18, 2021

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

And Via Zoom Meeting ID# 857 5243 5924

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

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 reported he, Finance Officer Tolan, and representatives of Fleis & VandenBrink have been discussing financing options for Wastewater Treatment Plant improvements to be included in the next Fiscal Year.

The City Council Goal Session for Fiscal Year 2021-2022 will be held at the end of the month. Goals and objectives from the Department Heads will be provided to the Council.

The Portland Area Fire Authority has submitted its Fiscal Year 2021/2022 Budget.

The City continues to evaluate utility rates for water, wastewater and electric services. Current electric rates are approximately 30% lower than competitors.

City Manager Gorman reported that Portland did not receive funding this round from MDOT for the Divine Hwy. Bridge Replacement Project. The City will apply in the next round of funding. Load restrictions for the bridge will likely be increased. The bridge is routinely evaluated by engineers and remains safe for travel.

New street signs for the W. Grand River Ave. and West St. intersection were presented. The current signs will be replaced as part of the Safe Routes to School program.

The issue with traffic backing up into Grand River Ave. at Taco Bell seems to have resolved itself after the initial opening days.

The Toan Park Improvement Project is currently in the design phase.

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 21-03 to approve an Advanced Life Support, Level 2 fee increase to \$800.00 for the Ambulance Department.

Motion by Johnston, supported by Sheehan, to approve Resolution 21-03 approving an ALS2 fee increase for the Ambulance Department.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on January 4, 2021, 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. There was a purchase order in the amount of \$9,846.79 to replace leveling cables included.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Under City Manager comments, City Manager Gorman stated the Police Department has picked up some of the Code Enforcement responsibilities for removal of snow and mowing. He further stated that there have been questions from the community about removing snow from the River Trail. The DPW removes snow in a very timely manner after a snow event and then they remove snow from the parking lots and sidewalks under its responsibility. There has been some consideration given to clearing a portion of the River Trail but currently there are not enough resources to do so.

City Manager Gorman congratulated St. Patricks football team on their excellent football season and finishing as the runner up in the State in the 8-man division.

Under Council Comments, Mayor Pro-Tem VanSlambrouck reminded everyone that today is Martin Luther King Jr. Day and encouraged everyone to remember what he stood for.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None
Adopted

Meeting adjourned at 7:31 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the January 18, 2021 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875
And Via Zoom Meeting ID# 857 5243 5924

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; DDA Director ConnerWellman

Present Via Zoom - None

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

Approval of Resolution 21-03 approving an ALS2 fee increase for the Ambulance Department.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:31 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

City of Portland

Portland, Michigan

Minutes of the City Council Goal Session

Held on Monday, January 28, 2021

In the Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan

Staff: City Manager Gorman, City Finance Officer Tolan and City Clerk Miller

The session was called to order at 5:00 P.M.

City Manager Gorman gave some introductory remarks and outlined the documents provided.

City Manager Gorman reviewed the goals submitted by department heads.

There was discussion of the goals and related issues.

The meeting was adjourned at 9:55 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AMERIGAS -5248	00398	PROPANE - CEM	1,115.32
MHR BILLING	01780	DEC 2020 BILLING - AMB	1,386.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	315.85
MENARDS	00260	SALT SPREADER - AMB	39.99
GRAINGER, INC.	00172	COVID SUPPLIES - AMB	19.90
REED & HOPPES, INC.	00390	TOWING AMB 45 - AMB	150.00
KENDALL ELECTRIC	00225	JOINT COMPOUND & LAMPS - ELECTRIC	290.29
STATE OF MICHIGAN	00428	FACILITY CHARGE - ELECTRIC	250.00
STATE OF MICHIGAN	00428	GR RIVER AVE BRIDGE WORK - MAJ STS	1,414.91
INDEPENDENT BANK	00197	FEB 2021 BOND PAYMENT - ELECTRIC	8,531.00
STAR THOMAS	01654	JAN 21 PHONE BILL REIM - POLICE	40.00
BRENT HENRY	02649	JAN 21 PHONE BILL REIM - ELECTRIC	40.00
GRAINGER, INC.	00172	WALK BEHIND SALT SPREADER - MAJ/LOC STS	602.91
ESI HEATING	01709	FURNACE REPAIR - MTR POOL	141.00
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	91.37
AT&T	00686	PHONE SERVICE - GENERAL	93.20
AT&T	00686	PHONE SERVICE - ELECTRIC	139.80
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	186.40
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	92.74
AT&T	00686	PHONE SERVICE - GENERAL	318.00
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	62.98
FLEIS & VANDENBRINK	00153	GRANT APP FOR WTR SYSTEM - WATER	1,000.00
FLEIS & VANDENBRINK	00153	GEN ENGINEERING SVC - GEN	442.50
FLEIS & VANDENBRINK	00153	GR RIV BRIDGE IMPROV - MAJ STS	3,211.50
CULLIGAN	02130	WATER - CITY - GEN	7.50
CULLIGAN	02130	COOLER RENTAL FEE - POLICE	136.80
KYLE ENZE	02651	CLOTHING ALLOWANCE - MTR POOL	211.99
MUNICIPAL SUPPLY CO.	00324	SUMP PUMP - WW	305.90
MENARDS	00260	EFFLUENT PUMP - WW	199.99
AT&T	00686	PHONE SVC - WASTE WATER	83.13
MENARDS	00260	MAT/RUG - ELECTRIC	74.62

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
USA TODAY NETWORK	02501	COUNCIL MTG SYNOPSIS - GEN	65.12
MAINTENANCE MAN	02652	OIL CHANGE - POLICE	44.15
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	314.15
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC, APPRV RES 20-22	1,924.85
MICHAEL R. KLUCK & ASSOCIATES	02405	GENERAL LEGAL SERVICES - GEN	164.00
INSOURCE SOLUTIONS GROUP INC.	01813	E-FILING MAINTENANCE/HOSTING - INCOME TAX	1,500.00
GRAINGER, INC.	00172	STORAGE CONTAINERS - MTR POOL	93.81
GRAINGER, INC.	00172	DRUM DOLLY - MRT POOL	114.08
GRAINGER, INC.	00172	CALENDAR - MTR POOL	32.66
HIGHWAY PRODUCTS, INC	02422	PICKUP PACK FOR WATER TRUCK - WATER, APPRV RES	6,694.99
MICHIGAN COMPANY, INC.	00273	2 PALLETS ICE MELT SALT - GEN, CITY HALL	1,118.00
JOHN DEERE FINANCIAL	01818	SUPPLIES/AIR FILTERS - MTR POOL	353.69
INTERNATIONAL CODE COUNCIL	01098	2021 MUNICIPAL INSPECT DUES J CRANSON - CODE	145.00
PREMIER SAFETY	02465	METER CALIBRATION - ELECTRIC	401.32
BS&A SOFTWARE	00029	CEMETERY SOFTWARE ANNUAL SUPPORT FEE - CEM	593.00
UNITED STATES GEOLOGICAL SURVEY	02212	STREAMGAGING ANNUAL FEE -ELECTRIC CONS AGENDA F	7,850.00
PLEUNE SERVICE COMPANY INC.	00741	REPAIRS/LABOR/PARTS - CITY HALL	1,652.00
PLEUNE SERVICE COMPANY INC.	00741	REPAIRS, PARTS, LABOR - CITY HALL	2,097.12
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICAL B CASSEL - AMB	176.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,063.76
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	17.50
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	291.35
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	79.43
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.25
CONSUMERS ENERGY	00095	GAS SERVICE - WW	958.99
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	89.01
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	1,107.57
PAMA	01370	CITY SHARE OF DOOR REPAIR - COMM PROMO	240.10
GRAINGER, INC.	00172	SUPPLIES - MTR POOL	98.06
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	192.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - AMB	25.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
KATHY'S CLEANING	01684	JAN 2021 CLEANING SERVICE - CITY HALL	925.00
NORTH CENTRAL LABORATORIES	00959	4 PKS M-FC BROTH - WW	306.73
MTECH COMPANY	02306	REPAIRS TO CAMERA - WW	198.89
UIS SCADA	00462	CRUISE SUBSCRIPTION FEES 2021- WATER, WST WATE	3,476.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL. & TRIMS - PARKS	1,750.00
ALTEC INDUSTRIES, INC.	00016	ANNUAL PLANNED MAINTENANCE - ELECTRIC	777.18
DICKINSON WRIGHT PLLC	02244	LEGAL SERVICES - GEN	1,100.00
Total:			\$59,042.35

**BI-WEEKLY
WAGE REPORT
January 25, 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.	10,137.78	138,076.37	2,203.32	40,757.54	12,341.10	178,833.91
ASSESSOR	962.98	14,202.74	76.93	1,093.00	1,039.91	15,295.74
CEMETERY	3,235.85	56,799.65	364.09	13,921.67	3,599.94	70,721.32
POLICE	12,727.02	15,559.08	2,679.88	59,821.93	15,406.90	75,381.01
CODE ENFORCEMENT	107.99	6,059.43	8.61	776.35	116.60	6,835.78
PARKS	3,072.67	37,014.85	319.85	7,139.25	3,392.52	44,154.10
INCOME TAX	2,263.47	29,926.04	592.44	11,091.20	2,855.91	41,017.24
MAJOR STREETS	3,957.34	50,140.73	883.66	24,490.96	4,841.00	74,631.69
LOCAL STREETS	3,283.92	47,040.34	729.96	21,998.60	4,013.88	69,038.94
RECREATION	619.16	4,545.68	64.76	1,045.26	683.92	5,590.94
AMBULANCE	11,210.85	172,077.38	2,249.33	39,828.11	13,460.18	211,905.49
DDA	2,539.82	31,852.16	372.72	5,111.98	2,912.54	36,964.14
ELECTRIC	18,055.93	288,785.97	3,587.73	84,777.91	21,643.66	373,563.88
WASTEWATER	7,017.93	96,844.56	1,139.49	28,057.45	8,157.42	124,902.01
WATER	6,016.47	82,925.62	1,552.87	31,814.02	7,569.34	114,739.64
MOTOR POOL	1,152.11	19,390.36	259.08	4,049.18	1,411.19	23,439.54
TOTALS:	86,361.29	1,091,240.96	17,084.72	375,774.41	103,446.01	1,467,015.37

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 01/28/2021
MEETING DATE 02/01/2021

Fund	Description	Beginning Balance 01/15/2021	Total Cash in	Total Cash out	Cash Balance 02/01/2021	Time Certificates	Ending Balance 02/01/2021
101	GENERAL FUND	1,951,412.75	234,544.08	(139,026.24)	2,046,930.59	235,000.00	2,281,930.59
105	INCOME TAX FUND	187,748.17	47,150.80	(55,146.00)	179,752.97	10,000.00	189,752.97
150	CEMETERY PERPETUAL CARE FUND	59,522.51	45.00	-	59,567.51		59,567.51
202	MAJOR STREETS FUND	171,476.64	6,740.90	(17,575.81)	160,641.73		160,641.73
203	LOCAL STREETS FUND	205,718.26	5,406.68	(16,981.43)	194,143.51		194,143.51
208	RECREATION FUND	18,328.95	710.18	(3,103.61)	15,935.52		15,935.52
210	AMBULANCE FUND	63,637.19	33,463.08	(35,041.26)	62,059.01		62,059.01
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	724,084.00	8,082.98	(10,628.47)	721,538.51		721,538.51
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	15,835.86	8,928.27	(12,799.37)	11,964.76		11,964.76
582	ELECTRIC FUND	1,644,416.78	284,860.95	(268,864.38)	1,660,413.35	530,000.00	2,190,413.35
590	WASTEWATER FUND	(94,818.80)	93,044.75	(104,697.87)	(106,471.92)		(106,471.92)
591	WATER FUND	121,690.45	65,372.06	(92,673.00)	94,389.51	420,000.00	480,448.25
661	MOTOR POOL FUND	127,929.51	11,037.89	(14,926.74)	124,040.66		124,040.66
703	CURRENT TAX FUND	58,817.87	106,433.99	(63,924.32)	101,327.54		101,327.54
	TOTAL - ALL FUNDS	5,267,662.39	905,821.61	(835,388.50)	5,338,095.50	1,195,000.00	6,499,154.24
					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	1,070,021.40	1,070,021.40
					ELECTRIC-PRIN & INT ESCROW	187,752.45	187,752.45
					WASTEWATER DEBT ESCROW	272,253.43	272,253.43
					WASTEWATER REPAIR ESCROW	169,128.31	169,128.31
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	41,191.26	41,191.26
							9,163,465.30

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

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

Minutes of the regular meeting of the Light & Power Board on Tuesday November 24th, 2020 at 4PM (Last Tuesday of the Month).

Meeting called to order by Chairman Alberta at 4 PM.

Roll Call: Alberta, Baldyga, Lefke, City Manager Gorman, Supt. Hyland and Brent Henry. The meeting was virtual.

Motioned by Alberta, 2nd by Baldyga to approve the minutes of the previous meeting on October 27th, 2020. So moved.

Monthly reports were discussed.

Under old business:

The Board was informed of City Council approval the Capacity Power Purchase.

The Board was informed that vault interrupters were installed and working.

Under new business:

Discussed industry news

Motioned by Lefke, 2nd by Baldyga to recommend to the City Council to name Brent Henry as Acting Superintendent, and City Manager to MPPA Board with Brent Henry as alternate.

The Board was informed about completion of Taco Bell work and 2 homes hooked up.

Motioned by Lefke, 2nd by Alberta to recommend to the City Council to pave the driveway approach on the hydro plant with Moyer Concrete.

Next meeting was set for January 26th, 2021

Motioned by Alberta, 2nd by Lefke to adjourn the meeting at 4:50 PM.

Adjournment

Portland EO Report



District: Portland

Portland Summary							
Program	Applications Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentives	% to Budget
C&I	9	245,362	282,197	115.01%	\$19,234	\$15,313	79.61%
MPPA - Custom Program - 2020	2	88,630	2,452	2.77%	\$6,871	\$245	3.57%
MPPA - Prescriptive Program - 2020	7	156,732	279,745	178.49%	\$12,363	\$15,068	121.88%
Residential	30	96,164	108,105	112.42%	\$19,261	\$14,979	77.77%
MPPA - Appliance Recycling - 2020	4	3,727	5,675	152.27%	\$578	\$250	43.25%
MPPA - High Efficiency Products and HVAC - 2020	23	8,652	22,969	265.48%	\$2,541	\$3,840	151.12%
MPPA - Residential Lighting - 2020	2	60,854	47,171	77.51%	\$10,241	\$5,379	52.53%
MPPA - Residential Low Income - 2020	1	22,931	32,291	140.82%	\$5,901	\$5,510	93.37%

Program Summary

Customer	Status Date	kWh Savings	Incentive
C&I		282,196.71	\$15,313.13
Batched			
Portland Public Schools - 1100 Ionia Rd (10)	01/31/2020	14,427.90	\$1,154.23
Portland Public Schools - 1100 Ionia Rd.(Lighting)	05/21/2020	7,767.00	\$621.36
Kolp Enterprise LLC - 212 Kent St (2)	06/05/2020	2,143.81	\$171.50
Portland Public Schools - 883 Cross St (2)	06/05/2020	1,535.40	\$153.54
Tom's Food Center - 1462 E Grand River Ave (3)	08/21/2020	223,809.60	\$10,000.00
Portland Public Schools - 1100 Ionia Rd (11)	09/25/2020	11,894.10	\$1,548.35
Independent Bank - Portland - 1601 E Grand River Ave (2)	10/16/2020	3,801.83	\$300.46
Independent Bank - Portland - 1601 E Grand River Ave (3)	10/23/2020	916.30	\$91.63
Work In Progress			
Goodwill Store - 1320 E Grand River Ave	04/16/2020	15,900.77	\$1,272.06
Residential		108,105.22	\$14,979.26
Batched			

Clyde Pulling Trust - 126 Smith Street	02/07/2020	730.00	\$150.00
Donna Sines - 333 E Orchard	02/21/2020	730.00	\$150.00
Joe McCrumb - 7365 Lyons Rd	02/21/2020	5,996.95	\$300.00
ANDREA KEATLEY - 7416 CEDAR RIDGE	03/20/2020	730.00	\$150.00
JACKIE FITZSIMMONS - 831 KENT STREET	03/20/2020	730.00	\$150.00
TRAVIS MILLER - 7255 JUNIPER LANE	03/20/2020	730.00	\$150.00
Rebecca & David Mariage - 276 Crescent	04/30/2020	730.00	\$150.00
Larry Fandel - 769 Lyons Rd	05/15/2020	730.00	\$150.00
JULIE DEMELLO - 506 Lyons Rd	05/21/2020	836.41	\$160.00
ALAN GILLOTTE - 9318 COTTONWOOD CREEK-2	05/29/2020	417.69	\$100.00
Dan Schneider - 7650 Ionia Rd-3	06/12/2020	552.70	\$49.26
Cora King - 632 W Grand River Ave	06/19/2020	730.00	\$150.00
Dave & Carmen Pline - 936 Marshall St	06/26/2020	1,132.50	\$235.00
Elizabeth Black - 9747 Nelson Rd	07/10/2020	56.40	\$25.00
Portland Light Kits July	07/20/2020	46,618.00	\$5,330.00
Portland Low Income July	07/20/2020	32,290.50	\$5,510.00
Jermey & Kimberly Nelson - 155 Quarterline	07/24/2020	1,026.09	\$225.00
Brad Anderson - 555 Church St	08/21/2020	2,270.00	\$100.00
CHELSEY WALKINGTON - 218 S VIRGINIA AVE	09/18/2020	730.00	\$150.00
JOHN BAUER - 8050 DOREEN DRIVE	10/09/2020	730.00	\$150.00
BILLY K FARMER - 745 KENT ST	10/16/2020	1,132.50	\$235.00
Dan Schneider - 7650 Ionia Rd (5)	10/16/2020	1,135.00	\$50.00
JASON FOX - 9086 SILVERLEAF COURT	10/16/2020	1,147.69	\$250.00
JON MICHAEL HYLAND - 110 QUARTERLINE ST	10/16/2020	836.41	\$160.00
CAROL TONKIN - 280 CRESCENT DR	11/06/2020	730.00	\$150.00
Mark Torp - 419 Vessey St	11/06/2020	1,135.00	\$50.00
THOMAS E SIMMONS - 103 S EAST ST	11/20/2020	836.41	\$160.00
SCOTT HODGE - 1105 JAMES ST	12/11/2020	1,303.80	\$310.00
Nick Lefke - 900 Marshall St-5	01/08/2021	216.20	\$30.00
Nicole Kelly - 651 Market St	01/08/2021	1,135.00	\$50.00

Component Detail

C&I						
Project ID	Component	Account_ Number	Total Qty	kWh/Unit	kWh Savings	Incentive/ Incentive Unit

Batched

a0R0y00000I **Independent Bank - Portland - 1601 E Grand River Ave (2)**
 UTuuEAH

Total Project Cost: \$6,885.76

Install Complete: 9/18/2020

<i>Exterior HID to LED - MPPA 2020</i>	10-07600-1	50	4.32	216.00	0.35	17.50
<i>Exterior HID to LED - MPPA 2020</i>	10-07600-1	231	4.32	998.00	0.35	80.85
<i>Exterior HID to LED - MPPA 2020</i>	10-07600-1	261	4.32	1,127.00	0.35	91.35
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	10-07600-1	71	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	10-07600-1	42	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	10-07600-1	77	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	10-07600-1	168	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	10-07600-1	175	1.00	175.00	0.08	13.98
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	10-07600-1	104	1.00	104.00	0.08	8.34
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	10-07600-1	190	1.00	190.00	0.08	15.24
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	10-07600-1	415	1.00	415.00	0.08	33.20
<i>Occupancy Sensor <=500W - MPPA 2020</i>	10-07600-1	2	288.25	577.00	20	40.00

a0R0y00000K **Independent Bank - Portland - 1601 E Grand River Ave (3)**
 oVT5EAN

Total Project Cost: \$1,169.07

Install Complete: 9/18/2020

<i>Lighting</i>	10-07600-1			916.00		91.63
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a0R0y00000J **Kolp Enterprise LLC - 212 Kent St (2)**
 myf4EAB

Total Project Cost: \$1,766.49

Install Complete: 3/20/2020

<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	01-01300-3	1,031	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	01-01300-3	2,144	1.00	2,144.00	0.08	171.50

a0R0y00000K **Portland Public Schools - 1100 Ionia Rd (10)**
 2V9UEAV

Total Project Cost: \$1,879.50

Install Complete: 12/31/2019

<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	3,484	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	35	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-03300-1	14,284	1.00	14,284.00	0.08	1,142.75
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-03300-1	144	1.00	144.00	0.08	11.48

a0R0y00000I **Portland Public Schools - 1100 Ionia Rd (11)**
 WV1KEAX

Total Project Cost: \$1,548.35

Install Complete: 9/16/2020

<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	35	0.00	0.00	0	0.00
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<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	52	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	2,814	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - Bonus - MPPA 2020</i>	17-03300-1	144	1.00	144.00	0.16	22.96
<i>Interior Linear Fluorescent to LED - Bonus - MPPA 2020</i>	17-03300-1	213	1.00	213.00	0.16	34.11
<i>Interior Linear Fluorescent to LED - Bonus - MPPA 2020</i>	17-03300-1	11,537	1.00	11,537.00	0.16	1,845.98

a0R0y00000I O52cEAD **Portland Public Schools - 1100 Ionia Rd.(Lighting)**

Total Project Cost: \$2,462.63

Install Complete: 5/11/2020

<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	3,417	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-03300-1	35	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-03300-1	7,688	1.00	7,688.00	0.08	615.06
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-03300-1	79	1.00	79.00	0.08	6.30

a0R0y00000K 9e5BEAR **Portland Public Schools - 883 Cross St (2)**

Total Project Cost: \$462.05

Install Complete: 5/19/2020

<i>Lighting</i>	17-032000-1			1,535.00		153.54
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a0R0y00000K 4y28EAB **Tom's Food Center - 1462 E Grand River Ave (3)**

Total Project Cost: \$20,647.85

Install Complete: 7/3/2020

<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-01300-1	23,751	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-01300-1	2,480	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	17-01300-1	413	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-01300-1	199,508	1.00	199,508.00	0.08	15,960.67
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-01300-1	20,832	1.00	20,832.00	0.08	1,666.56
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	17-01300-1	3,469	1.00	3,469.00	0.08	277.54

Work In Progress

a0R0y00000J 614DEAR **Goodwill Store - 1320 E Grand River Ave**

Total Project Cost:

Install Complete: 1/1/0001

<i>Interior Linear Fluorescent - Demand Only - MPPA 2020</i>	10-06000-5	4,932	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent to LED - MPPA 2020</i>	10-06000-5	15,901	1.00	15,901.00	0.08	1,272.06

Residential

Project ID Component

Batched

		Account_	Total	kWh/Unit	kWh	Incentive/	Incentive
		Number	Qty		Savings	Unit	
a0R0y00000I OUPeEAP	ALAN GILLOTTE - 9318 COTTONWOOD CREEK-2						
	Total Project Cost: \$4,882.00						
	Install Complete: 5/11/2020						
	<i>Central Air Conditioner - 16 SEER - MPPA 2020</i>	12-01050-2	1	417.69	418.00	100	100.00
a0R0y00000I MyNvEAL	ANDREA KEATLEY - 7416 CEDAR RIDGE						
	Total Project Cost: \$3,500.00						
	Install Complete: 2/27/2020						
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	12-24820-2	1	730.00	730.00	150	150.00
a0R0y00000K pNwSEAV	BILLY K FARMER - 745 KENT ST						
	Total Project Cost: \$9,850.00						
	Install Complete: 1/1/0001						
	<i>Central Air Conditioner - 15 SEER - MPPA 2020</i>	07097003	1	296.09	296.00	75	75.00
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	07097003	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA 2020</i>	07097003	1	106.41	106.00	10	10.00
a0R0y00000I VBOhEAP	Brad Anderson - 555 Church St						
	Total Project Cost:						
	Install Complete: 7/22/2020						
	<i>Refrigerator Recycling - MPPA 2020</i>	11-12500-1	2	1,135.00	2,270.00	50	100.00
a0R0y00000L 4eeMEAR	CAROL TONKIN - 280 CRESCENT DR						
	Total Project Cost: \$3,800.00						
	Install Complete: 10/21/2020						
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	10-010001	1	730.00	730.00	150	150.00
a0R0y00000J MD3vEAH	CHELSEY WALKINGTON - 218 S VIRGINIA AVE						
	Total Project Cost: \$8,123.07						
	Install Complete: 7/9/2020						
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	07085002	1	730.00	730.00	150	150.00
a0R0y00000K 6D1LEAV	Clyde Pulling Trust - 126 Smith Street						
	Total Project Cost: \$4,125.00						
	Install Complete: 12/16/2019						
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	03-07900-1	1	730.00	730.00	150	150.00

a0R0y00000I Omt0EAD **Cora King - 632 W Grand River Ave**

Total Project Cost: \$2,900.00

Install Complete: 2/21/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor 1 730.00 730.00 150 150.00
- MPPA 2020

a0R0y00000K pOi1EAF **Dan Schneider - 7650 Ionia Rd (5)**

Total Project Cost:

Install Complete: 1/1/0001

Refrigerator Recycling - MPPA 2020 13-02300-1 1 1,135.00 1,135.00 50 50.00

a0R0y00000I OgerEAD **Dan Schneider - 7650 Ionia Rd-3**

Total Project Cost: \$49.26

Install Complete: 6/1/2020

LED A-line 1100-1599 Lumen output replacing Inc/Hal 13-02300-1 2 34.60 69.00 4 8.00
- MPPA Res Ltg 2020

LED A-line 1600-1999 Lumen output replacing Inc/Hal 13-02300-1 5 47.20 236.00 4 20.00
- MPPA Res Ltg 2020

LED A-line 800-1099 Lumen output replacing Inc/Hal - 13-02300-1 3 28.50 86.00 4 12.00
MPPA Res Ltg 2020

LED PAR/R/BR <= 15.5W - MPPA Res Ltg 2020 13-02300-1 3 54.00 162.00 4 12.00

a0R0y00000I OqhDEAT **Dave & Carmen Pline - 936 Marshall St**

Total Project Cost: \$8,350.00

Install Complete: 6/10/2020

Central Air Conditioner - 15 SEER - MPPA 2020 11-17100-2 1 296.09 296.00 75 75.00

High Efficiency Furnace >=95% w/ ECM Blower Motor 11-17100-2 1 730.00 730.00 150 150.00
- MPPA 2020

Programmable Thermostat - MPPA 2020 11-17100-2 1 106.41 106.00 10 10.00

a0R0y00000K 7A8rEAF **Donna Sines - 333 E Orchard**

Total Project Cost: \$2,400.00

Install Complete: 2/4/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor 06-11400-1 1 730.00 730.00 150 150.00
- MPPA 2020

a0R0y00000I OzGAEA1 **Elizabeth Black - 9747 Nelson Rd**

Total Project Cost:

Install Complete: 5/16/2020

ENERGY STAR Refrigerators Freezers - Side by Side 1 56.40 56.00 25 25.00
- MPPA 2020

a0R0y00000I MwAREA1 **JACKIE FITZSIMMONS - 831 KENT STREET**

Total Project Cost: \$5,484.00

Install Complete: 2/7/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor 07-09200-1 1 730.00 730.00 150 150.00
- MPPA 2020

a0R0y00000K JASON FOX - 9086 SILVERLEAF COURT
p8gQEAR

Total Project Cost: \$10,808.55

Install Complete: 8/13/2020

Central Air Conditioner - 16 SEER - MPPA 2020	12-02113-4	1	417.69	418.00	100	100.00
High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020	12-02113-4	1	730.00	730.00	150	150.00

a0R0y00000I Jermey & Kimberly Nelson - 155 Quarterline
PERJEAP

Total Project Cost: \$10,075.00

Install Complete: 5/19/2020

Central Air Conditioner - 15 SEER - MPPA 2020	09-03000-1	1	296.09	296.00	75	75.00
High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020	09-03000-1	1	730.00	730.00	150	150.00

a0R0y00000K Joe McCrumb - 7365 Lyons Rd
6ZIBEAU

Total Project Cost: \$3,500.00

Install Complete: 12/17/2019

Mini-Split Heat Pump - 20 SEER - MPPA 2020	12231002	1	5,996.95	5,997.00	300	300.00
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a0R0y00000K JOHN BAUER - 8050 DOREEN DRIVE
nqjLEAZ

Total Project Cost: \$11,798.00

Install Complete: 8/10/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020	13-09300-1	1	730.00	730.00	150	150.00
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a0R0y00000K JON MICHAEL HYLAND - 110 QUARTERLINE ST
pIFYEA3

Total Project Cost: \$4,850.00

Install Complete: 8/24/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020	09-03600-1	1	730.00	730.00	150	150.00
Programmable Thermostat - MPPA 2020	09-03600-1	1	106.41	106.00	10	10.00

a0R0y00000I JULIE DEMELLO - 506 Lyons Rd
OP43EAH

Total Project Cost: \$4,400.00

Install Complete: 5/7/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020	06-10550-1	1	730.00	730.00	150	150.00
Programmable Thermostat - MPPA 2020	06-10550-1	1	106.41	106.00	10	10.00

a0R0y00000I Larry Fandel - 769 Lyons Rd
OJqwEAH

Total Project Cost: \$3,274.00

Install Complete: 1/27/2020

High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020	11043001	1	730.00	730.00	150	150.00
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a0R0y00000L Mark Torp - 419 Vessey St
4f3qEAB

Total Project Cost:

Install Complete: 9/23/2020

Refrigerator Recycling - MPPA 2020	04-06800-5	1	1,135.00	1,135.00	50	50.00
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a0R0y00000L AaG5EAL	Nick Lefke - 900 Marshall St-5							
	Total Project Cost: \$379.00							
	Install Complete: 11/29/2020							
	<i>ENERGY STAR 8.0 TV (51-60") - MPPA 2020</i>	11-16300-1	1	216.20	216.00	30	30.00	
a0R0y00000L BR2fEAH	Nicole Kelly - 651 Market St							
	Total Project Cost:							
	Install Complete: 12/11/2020							
	<i>Refrigerator Recycling - MPPA 2020</i>	07-18040-12	1	1,135.00	1,135.00	50	50.00	
a0R0y00000I PGDkEAP	Portland Light Kits July							
	Total Project Cost:							
	Install Complete: 1/1/0001							
	<i>Light kits</i>		1		46,618.00		5,330.00	
a0R0y00000I PGOOEA5	Portland Low Income July							
	Total Project Cost:							
	Install Complete: 1/1/0001							
	<i>Light kits</i>		1		32,291.00		5,510.00	
a0R0y00000I O26LEAT	Rebecca & David Mariage - 276 Crescent							
	Total Project Cost: \$4,400.00							
	Install Complete: 2/19/2020							
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	10009002	1	730.00	730.00	150	150.00	
a0R0y00000L 7g8rEAB	SCOTT HODGE - 1105 JAMES ST							
	Total Project Cost: \$12,000.00							
	Install Complete: 11/20/2020							
	<i>Central Air Conditioner - 17 SEER - MPPA 2020</i>	04-02500-2	1	467.39	467.00	150	150.00	
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	04-02500-2	1	730.00	730.00	150	150.00	
	<i>Programmable Thermostat - MPPA 2020</i>	04-02500-2	1	106.41	106.00	10	10.00	
a0R0y00000L 5UXdEAN	THOMAS E SIMMONS - 103 S EAST ST							
	Total Project Cost: \$3,900.00							
	Install Complete: 10/6/2020							
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	04-00700-1	1	730.00	730.00	150	150.00	
	<i>Programmable Thermostat - MPPA 2020</i>	04-00700-1	1	106.41	106.00	10	10.00	
a0R0y00000I Mof3EAD	TRAVIS MILLER - 7255 JUNIPER LANE							
	Total Project Cost: \$5,725.52							
	Install Complete: 2/14/2020							
	<i>High Efficiency Furnace >=95% w/ ECM Blower Motor - MPPA 2020</i>	13-02735-3	1	730.00	730.00	150	150.00	

**Minutes of the Downtown Development Authority
City of Portland**

Held on Monday, October 26, 2020
In the Council Chambers at City Hall

Members Present: Grimminck, Abel, Antaya, Briggs, Gorman, Barnes, Williamson, Madarang, Hengesbach

Members Absent: None

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: Council Member Mandy Johnston

Chair Grimminck called the meeting to order at 7:00 P.M.

There was no Public Comment.

Motion by Barnes, supported by Antaya, to approve the agenda as presented.
All in favor. Adopted.

Motion by Williamson, supported by Madarang, to approve the minutes of the September 28, 2020 meeting as presented.
All in favor. Adopted.

Motion by Antaya, supported by Abel, to approve the Treasurer's Report as presented.
All in favor. Adopted.

Under Team Reports, Member Williamson noted that the Organization & Marketing Team met and discussed the proposed Will Toan Park Improvement Project and related fundraising, the 2Rivers Marketplace, future events, and the need for more volunteers.

Member Briggs stated that the Design & Business Enhancement Team discussed the need for maintenance of properties in the downtown. They would like to see this considered and budgeted for in the upcoming budget process.

Under Old Business, Director ConnerWellman presented the results of the strategic planning sessions that were held in October for the period of October 2020 through June 20, 2022. The results have been approved by both the Organization & Marketing Team and the Design & Business Enhancement Team.

Under New Business, City Clerk Miller swore in new DDA member Dana Hengesbach.

Director ConnerWellman provided information on the 2Rivers Marketplace Co-operative business incubator that will be located at 154 Kent St. A "soft opening" will be held on November 4, 2020.

Director ConnerWellman presented preliminary fundraising ideas for the Toan Park Improvement Project.

There was discussion.

Under the Director Report, Director ConnerWellman presented the October 26, 2020 Director's Report.

City Manager Gorman provided updates on development projects happening in Portland.

Under Board Member Comments, City Manager provided updates on development projects happening in Portland.

There were no Board Member Comments, City Manager Gorman stated that he is expecting a proposal from Fleis & VandenBrink for their services related to the Toan Park Improvement Project. Their proposal will require approval.

Mayor Barnes inquired what the decision was for including the horses in the HolidayFest event.

Director ConnerWellman stated they will not be a part of the event this year.

Mayor Barnes noted that the mill & fill project that was completed on Bridge St. between Kent St. and Maple St. accentuates the unevenness of the bricks at the Maple St. and Bridge St. intersection.

Mayor Barnes further thanked everyone for volunteering their time and thanked Director ConnerWellman for her leadership; especially during these crazy times.

Motion by Abel, supported by Williamson, to adjourn the meeting at 7:36 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary



Date: November 23, 2020

REPORT OF FUNDS IN DDA AS OF: November 16, 2020

PRINCIPAL & INTEREST ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>10/15/2020</u>	<u>\$ 501.77</u>
NEW BALANCE:	<u>11/16/2020</u>	<u>\$ 501.77</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>9/30/2020</u>	<u>\$ 5,902.68</u>
DEPOSITS:		<u>\$ 763.54</u>
Due to customers:		\$ -
NEW BALANCE:	<u>10/30/2020</u>	<u>\$ 6,666.22</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>10/15/2020</u>	\$ 662,840.80
INTEREST EARNED:		\$ 9.39
DEPOSITS:		
Reimbursement from Tina		\$ 61.99
DDA Local Community Stabilization		\$ 46,793.02
Holiday Fest Receipts		\$ 17.00

CHECKS WRITTEN:

Ck No. Payee:	<u>AMOUNTS</u>
11/16/2020 Admin charge November 2020	\$ 300.00
2122 Action Awards, Holiday Fest Ribbons	\$ 175.00
2123 City of Portland, postage, phone reimbursement, cc charges	\$ 755.60
2124 Earnest Enterprises LLC, website creation www.2RiversMarket.com	\$ 500.00
2125 Family Farm & Home, Straw Bales	\$ 29.94
2126 Kurt Fedewa, writing for November & December	\$ 50.00
2127 Tina ConnerWellman, Cell phone Reimbursement	\$ 40.00
2128 United Sign, Aluminum Composite Sign installed	\$ 500.00
TOTAL CHECKS	\$ (2,350.54)
TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 10/19/20 - 11/16/20	<u>\$ (8,397.06)</u>
TOTAL EXPENSES:	<u>\$ (10,747.60)</u>
NEW BALANCE:	<u>\$ 698,974.60</u>

“The City of Portland is an equal opportunity provider and employer.”



Date: December 28, 2020

REPORT OF FUNDS IN DDA AS OF: December 17, 2020

PRINCIPAL & INTEREST ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>11/23/2020</u>	\$ 501.77
NEW BALANCE:	<u>12/17/2020</u>	<u>\$ 501.77</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>10/30/2020</u>	\$ 5,902.68
DEPOSITS:		\$ 763.54
Due to customers:		\$ -
NEW BALANCE:	<u>11/30/2020</u>	<u>\$ 6,666.22</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>11/23/2020</u>	\$ 698,974.60
INTEREST EARNED:		\$ 5.76
DEPOSITS:		
Expo promotion returned from Ionia Area Chamber of Commerce		\$ 145.00

CHECKS WRITTEN:

Ck No. Payee:	<u>AMOUNTS</u>
11/16/2020 Admin charge November 2020	\$ 300.00
2129 Linda Vanderstow, pies for small business Saturday	\$ 90.00
2130 Cedam, Membership renewal	\$ 150.00
2131 City of Portland, cc charges, phone reimbursement, audit charges	\$ 1,704.34
2132 Fleis & Vandenbrink, Engineering services Toan Park	\$ 475.50
2133 Leo Madarang, Reimbursement for non profit Incorporation	\$ 70.00
2134 Portland Downtown Development, Prime Certificate Promotions	\$ 530.00
2135 Small Business Association of Michigan, Membership	\$ 239.00
2136 Tina ConnerWellman, Phone Reimbursement	\$ 40.00

TOTAL CHECKS

\$ (3,598.84)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 11/17/20 - 12/17/2020

\$ (6,210.09)

TOTAL EXPENSES:

\$ (9,808.93)

NEW BALANCE:

12/17/2020

\$ 689,316.43

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Date: January 25, 2021

REPORT OF FUNDS IN DDA AS OF: January 15, 2021

PRINCIPAL & INTEREST ACCOUNT

PREVIOUS BALANCE:	<u>12/17/2020</u>	<u>\$ 501.77</u>
NEW BALANCE:	<u>12/17/2020</u>	<u>\$ 501.77</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>11/30/2020</u>	<u>\$ 7,612.36</u>
DEPOSITS:		<u>\$ 11,993.30</u>
Due to customers:		<u>\$ -</u>
NEW BALANCE:	<u>12/31/2020</u>	<u>\$ 19,605.66</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>12/17/2020</u>	<u>\$ 689,316.43</u>
INTEREST EARNED:		<u>\$ 5.87</u>
DEPOSITS:		
1/7/2021 Winter tax capture		<u>\$ 19,028.80</u>

CHECKS WRITTEN:

Ck No.	Payee:	<u>AMOUNTS</u>
1/15/2021	Admin charge January 2021	\$ 300.00
2137	City of Portland, credit card reimbursements, phone, postage	\$ 940.83
2138	Fleis & Vandenbrink, Engineering services William Toan Park	\$ 2,720.69
2139	Jason Klees, Contractual Service	\$ 125.00
2140	Kurt Fedewa, January writing service	\$ 25.00
2141	Michigan Downtown Association, virtual spring workshop	\$ 50.00
2142	PE Office Solutions, Envelopes	\$ 15.99
2143	Sudio 176, Façade/sign incentive	\$ 245.00
2144	Tina ConnerWellman, phone reimbursement	\$ 40.00

TOTAL CHECKS \$ (4,462.51)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 12/18/2020 -01/15/2021 \$ (5,721.59)

TOTAL EXPENSES: \$ (10,184.10)

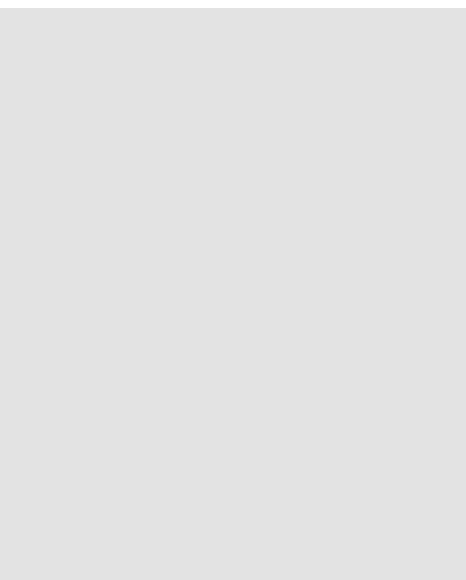
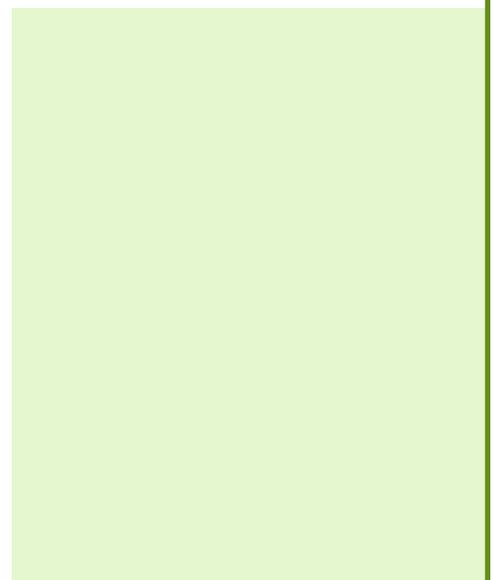
NEW BALANCE: 1/15/2021 **\$ 698,167.00**

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The City of Portland Operations & Maintenance Report

December 2020





January 22, 2021

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

RE: December 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 Decemberr 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
Action Items	2
WASTEWATER MAINTENANCE	2
Operations	2
Safety Training	2
WORK PERFORMED ON THE COLLECTION SYSTEM	2
Emergency Alarm Call- Outs	3
Daily Flow Summary	3

APPENDIX “A” MONTHLY OPERATING REPORT

APPENDIX “B” DECEMBER 2020 Completed Work orders

ADMINISTRATIVE REPORT

ADMINISTRATIVE

The December 2020 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on January 11, 2021. The average influent flow was 326,000 gallons per day. The daily maximum influent flow was 364,000 gallons, which occurred on December 12, 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 December 2020 in accordance with the computerized maintenance management system (CMMS.) The completed December 2020 completed work orders can be viewed in **Appendix B.**

- On December 3, finished changing out all outside lighting to LED
- On December 7, the expansion tank on the digester boiler had pin holes on bottom of tank and was leaking, staff removed unit and welded. We will need to order replacement.
- On December 9, staff removed thickened sludge pump cover to remove debris from inside pump.
- On December 15, staff painted lab floor with two-part epoxy paint.

OPERATIONS

- On December 1, received 4000 gallons of ferrous chloride used for phosphorous reduction.
- On December 21,22 Nutrigro Environmental Solutions land applied 143,000 gallons of biosolids.

SAFETY TRAINING

The following safety training was completed during December 2020:

- Several COVID-19 training videos.
- Cold stress safety

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during December 2020:

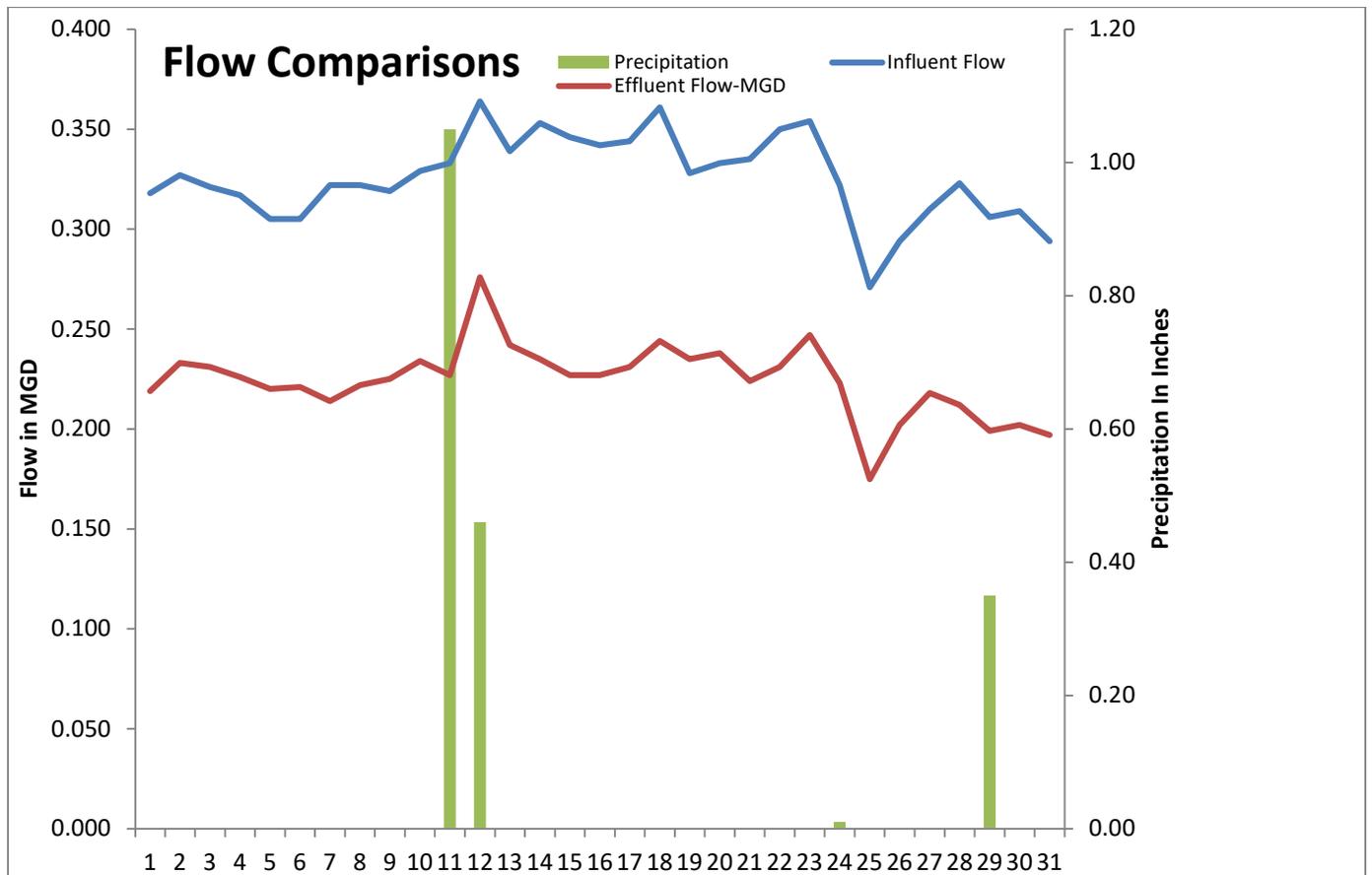
- Camera work on several laterals in the downtown district.
- Cutler Road lift station having Pump clogging issues.
- Several Miss Digs for the month

EMERGENCY ALARM CALL- OUTS

There was five (5) after- hours emergency call outs during December 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 December 2020. The average influent flow during the period was 326,000 gallons per day and the average effluent flow during the period was 224,000 gallons per day. We had four (4) days of precipitation which totaled 1.87inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX “A”



Monthly Operation Report
City of Portland, Michigan
Raw Effluent
December-2020

1. Clear 4. Rain
2. P. Cloudy 5. Snow
3. Cloudy 6. Windy

DAY	WEATHER		FLOW DATA						TEMP °C	PH SU	CBOD 5 Day		TSS		VSS mg/l	TOTAL PHOSPHORUS	
	Type	Precip	Total	Total	Peak	Min	mg/l	lbs/day			mg/l	lbs/day	mg/l	mg/l		lbs/day	
	Code	Inches	Effluent mgd	Influent mgd	7-day Avg	7-day Avg											mgd
1	2	0.00	0.219		0.318		0.63	0.20	15.9	6.9	362	960	280	743	156	6.7	18
2	2	0.00	0.233		0.327		0.65	0.17	16.7	7.4	305	832	276	753	248	6.7	18
3	2	0.00	0.231		0.321		0.68	0.22									
4	2	0.00	0.226		0.317		0.63	0.20									
5	2	0.00	0.220		0.305		0.72	0.20									
6	23	0.00	0.221		0.305		0.55	0.20									
7	23	0.00	0.214	0.223	0.322	0.316	0.62	0.21	14.3	7.8	370	994	224	602	176	6.6	18
8	23	0.00	0.222	0.224	0.322	0.317	0.63	0.21	14.8	7.8	318	854	224	602	148	5.8	16
9	23	0.00	0.225	0.223	0.319	0.316	0.59	0.13	14.5	7.6	560	1490	204	543	184	6.6	18
10	23	0.00	0.234	0.223	0.329	0.317	0.63	0.21									
11	34	1.05	0.227	0.223	0.333	0.319	0.65	0.30									
12	34	0.46	0.276	0.231	0.364	0.328	0.75	0.23									
13	3	0.00	0.242	0.234	0.339	0.333	0.67	0.23									
14	3	0.00	0.235	0.237	0.353	0.337	0.64	0.15	13.8	7.7	340	1001	116	342	56	5.6	16
15	23	0.00	0.227	0.238	0.346	0.340	0.66	0.17	13.6	7.6	231	667	78	225	49	4.3	12
16	235	0.00	0.227	0.238	0.342	0.344	0.63	0.22	13.2	7.4	530	1512	216	616	164	4.8	14
17	235	0.00	0.231	0.238	0.344	0.346	0.63	0.24									
18	23	0.00	0.244	0.240	0.361	0.350	0.75	0.21									
19	23	0.00	0.235	0.234	0.328	0.345	0.67	0.22									
20	23	0.00	0.238	0.234	0.333	0.344	0.60	0.24	15.7	7.4	248	689	252	700	224	6.6	18
21	23	0.00	0.224	0.232	0.335	0.341	0.63	0.23	15.3	7.5	323	902	260	726	220	6.3	18
22	23	0.00	0.231	0.233	0.350	0.342	0.61	0.23	16.6	7.6	130	379	68	198	44	5.6	16
23	23	0.00	0.247	0.236	0.354	0.344	0.70	0.24									
24	357	0.01	0.223	0.235	0.322	0.340	0.63	0.23									
25	357	0.00	0.175	0.225	0.271	0.328	0.55	0.21									
26	3	0.00	0.202	0.220	0.294	0.323	0.59	0.20									
27	34	0.00	0.218	0.217	0.310	0.319	0.59	0.32	17.1	7.5	510	1319	160	414	140	6.5	17
28	2	0.00	0.212	0.215	0.323	0.318	0.63	0.23	17.4	7.2	239	644	106	286	78	6.2	17
29	2345	0.35	0.199	0.211	0.306	0.311	0.68	0.22	16.8	7.0	615	1570	284	725	260	6.7	17
30	34	0.00	0.202		0.309		0.73	0.20									
31	34	0.00	0.197	0.204	0.294	0.304	0.65	0.19									
Average		0.06	0.224		0.326				15.4		363	987	196	534	153	6.1	16.6
Min		0.00	0.175		0.271			0.130	13.2	6.9	130	379	68	198	44	4.3	12.4
Max		1.05	0.276	0.240	0.364	0.350	0.750		17.4	7.8	615	1570	284	753	260	6.7	18.2
Total		1.87	6.957		10.096							13811		7473			233

City of Portland, MI

December 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	7.7	5.7	0.32	2563	2017	28	109	2.4	1.44	0.3812	0.2963	21002	668	0.242	10
2	24	7.7	5.0	0.29	2395	1897	27	113	1.2	1.44	0.4029	0.2940	21366	718	0.229	10
3	24	7.8	6.5		2394		26	109	0.9	1.44	0.3467		19000	549	0.232	10
4	24	7.9	6.4		2687		30	112	0.8	1.44	0.3646		20600	626	0.227	10
5	24	8.3	10.0		2369		32	135	1.3	1.44	0.4434		9600	355	0.214	10
6	24	8.2	11.3		2703		36	133	1.1	1.44	0.5110		8400	358	0.218	10
7	24	8.0	4.4	0.28	3122	2375	37	119	1.2	1.44	0.5340	0.4146	24000	1069	0.218	10
8	24	7.8	5.9	0.25	2992	2283	36	120	1.0	1.44	0.4549	0.3535	20000	759	0.228	10
9	24	7.9	6.2	0.47	2774	2103	34	123	1.4	1.44	0.4639	0.3567	17400	673	0.228	10
10	24	7.7	5.4		2923		37	126	1.0	1.44	0.4856		20000	810	0.230	10
11	24	7.6	3.9		3098		37	119	1.4	1.44	0.5697		24839	1180	0.235	10
12	24	7.1	8.0		3123		35	112	0.7	1.44	0.8681		8042	582	0.237	10
13	24	7.4	11.5		3193		37	116	1.0	1.44	0.5217		9518	414	0.243	10
14	24	7.2	4.4	0.28	3164	2419	42	133	2.8	1.44	0.6099	0.4725	21112	1074	0.240	10
15	24	7.3	4.6	0.19	3091	2308	38	123	1.8	1.44	0.6018	0.4626	20000	1004	0.246	10
16	24	7.3	4.8	0.47	2879	2170	39	135	1.7	1.44	0.5612	0.4283	19300	903	0.248	10
17	24	7.3	5.5		2893		40	138	1.2	1.44	0.4960		19000	786	0.243	10
18	24	7.1	3.9		3145		42	133	1.3	1.44	0.6178		23473	1209	0.247	10
19	24	7.3	10.8		3377		40	118	1.1	1.44	0.6686		8401	468	0.257	10
20	24	7.6	8.6	0.17	3542	2699	42	118	1.6	1.44	0.8740	.6562.	8402	612	0.235	10
21	24	7.5	3.4	0.25	3232	2467	45	139	1.7	1.44	0.8295	0.6389	20618	1426	0.239	10
22	24	7.2	3.3	0.09	3541	2714	40	113	1.3	1.44	0.6929	0.5151	27766	1605	0.243	10
23	24	7.2	4.2		2963		38	128	1.3	1.44	0.5255		23751	1041	0.241	10
24	24	7.6	10.7		2724		34	125	3.0	1.44	0.5407		8401	379	0.242	10
25	24	8.7	8.7		2780		37	133	1.8	1.44	0.5473		10400	475	0.220	10
26	24	8.7	10.8		2787		37	133	1.4	1.44	0.5514		8400	386	0.197	10
27	24	8.3	13.5	0.36	3093	2430	39	126	1.9	1.44	0.4193	0.3298	9811	343	0.210	10
28	24	7.8	5.1	0.18	3031	2390	39	129	1.9	1.44	0.4627	0.3687	22919	884	0.226	10
29	24	7.9	5.0	0.50	2722	2106	39	143	1.2	1.44	0.4528	0.3464	21712	820	0.239	10
30	24	7.9	5.8		2750		36	131	1.5	1.44	0.3767		22503	707	0.233	10
31	24	8.2	10.9		2490		35	140	2.7	1.44	0.4847		8404	340	0.231	10
TL													528140	23225	7.218	
ME	24	7.7	6.9	0.29	2921	2313	37	125	1.5	1.44	0.5374	0.4060	17037	749	0.233	
REMARKS:																

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

City of Portland, MI

December 2020

MISCELLANEOUS DATA

DAY	OUTFALL OBSERVATION	GRIT	NAT. GAS	ELECT. WWTP	ELECT. Riverside Lift Stat.	ELECT. Canal Lift Stat.	ELECT Cutler Lift Stat.	FERROUS CHLORIDE	Polymer Sludge Thickener
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	lbs
SF				1					
1	Yes		2800	136				19	17.0
2	No		4500	144				19	18.0
3	No		3700	128				19	17.0
4	No		3400	128				15	20.0
5	No		2600	120				15	13.0
6	No		4800	120	86	59	15	15	11.0
7	Yes		4200	136				15	31.0
8	Yes		4700	136				15	21.0
9	Yes		4300	136				15	26.0
10	No		3600	128	52		10	12	31.0
11	No		4400	152				12	36.0
12	No		3700	128				12	11.0
13	No		3500	120				12	13.0
14	Yes		4500	136	42			12	28.0
15	Yes		4500	144				12	26.0
16	Yes		4300	144				12	28.0
17	No		4100	136				12	25.0
18	No		4400	144	64	34	19	12	30.0
19	No		3600	128				12	12.0
20	Yes		4200	144				12	11.0
21	Yes		4900	152				12	25.0
22	Yes		3500	136	59	20	12	12	28.0
23	No		3900	128				12	34.0
24	No		3700	144				12	7.0
25	No		4700	192				12	8.0
26	Yes		4900	136				12	8.0
27	Yes		4000	112				12	11.0
28	Yes		5300	80				12	27.0
29	Yes		3300	112				12	20.0
30	No		4500	128	326	47	26	12	25.0
31	No		4000	128				12	13.0
TL		0.0	126500.0	4136	629	160	82	411	631.0
ME			4081	133	105	40	16	13	20.4
	REMARKS:								
	Total lbs are figured by multiplying the monthly average by the number of days in the month.								

City of Portland, MI

December 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	4298												31
2	3481	6.3	74	0.09	6.9	14.7	30.1	7.4	2.9	60	0.2	47	32
3	3148												29
4	3723												28
5	1241												25
6	1271												15
7	5478												37
8	6053												33
9	5297	6.3	77	0.14	7.1	14.1	29.4	7.2	2	62	0.08	51	37
10	3360												32
11	4812												33
12	1786												22
13	1816												18
14	4631												27
15	4207												27
16	3753	7.3	77	0.11	7.4	14.8	28.5	7.2	1.9	62	0.2	51	27
17	3662												31
18	5206												32
19	1816												26
20	1816												20
21	4631												23
22	5660	6.8	74	0.15	7.0	16.0	29.0	7.0	1.7	59	0.22	49	35
23	8142												54
24	1301												34
25	1544												24
26	908												5
27	1392												5
28	4328												24
29	4600	5.7	79	0.11	7.0	14.7	28.5	7.1	1.5	62	0.22	57	26
30	4994												27
31	969												17
TL	109321												836
ME	3527	6.5	76	0.12	7.1	14.9	29.1	7.2	2.0	61		51	27
REMARKS:		Loading Rate = .02 -.10 lb/cu. ft.											

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

December 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	3320							0.0					
3	3731							0.0					
4	2665							0.0					
5	1066							0.0					
6	4531							0.0					
7								0.0					
8	800							0.0					
9	4264							0.0					
10	5330							0.0					
11	3465							0.0					
12	1599							0.0					
13	2399							0.0					
14	2665							0.0					
15	7729							0.0					
16	4264							0.0					
17	7462							0.0					
18	5330							0.0					
19	3998							0.0					
20	533							0.0					
21								0.0	77000	1.5	67	05N04W18-BR01	4.8
22								0.0	66000	1.5	67	05N04W18-BR01	4.1
23								0.0					
24								0.0					
25								0.0					
26								0.0					
27								0.0					
28								0.0					
29								0.0					
30								0.0					
31								0.0					
TL	65151							0.0	143000				
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

1/22/2021

Page 1 of 7

Completed	Equipment Number	Task	WO #	Type
11/30/2020	SB-201	Weekly Composite Sampler Maintenance	2591.01	Scheduled
Note	Task complete- TK			
12/2/2020	AT-105	Weekly D.O Sensor Maintenance	2577.01	Scheduled
Note	Task complete- TK			
12/2/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2567.01	Scheduled
Note	Task complete- TK/TS			
12/2/2020	Headworks Building	Weekly Headworks Housekeeping	2566.01	Scheduled
Note	Task complete- TK/TS			
12/2/2020	SB-202	Weekly NP Booster System Maintenance	2588.01	Scheduled
Note	Task complete- TK/TS			
12/2/2020	GB-104	Weekly Grit Classifier Maintenance	2583.01	Scheduled
Note	Task complete- TK/TS			
12/2/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2582.01	Scheduled
Note	Task complete- TK/TS			
12/3/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2568.01	Scheduled
Note	Task complete- TK			
12/3/2020	DB-200	Weekly Gas Mixer Maintenance	2580.01	Scheduled
Note	Task complete- TK/TS			
12/3/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2578.01	Scheduled
Note	Task complete- TK/TS			
12/3/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2576.01	Scheduled
Note	Task complete- TK/TS			
12/3/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2574.01	Scheduled
Note	Task complete- TK/TS			
12/4/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2581.01	Scheduled
Note	Task complete- TK			
12/4/2020	Boiler Room	Boiler Room Housekeeping	2584.01	Scheduled
Note	Task complete- TK			
12/4/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2585.01	Scheduled
Note	Task complete- TK			
12/4/2020	UV-100	Weekly UV Maintenance	2599.01	Scheduled
Note	Task complete- TK			
12/4/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2573.01	Scheduled
Note	Task complete- TK			
12/4/2020	Tool Room	Weekly Storage Room.	2597.01	Scheduled
Note	Task complete- TK			
12/4/2020	TB-100	Weekly Thickener Building Housekeeping	2595.01	Scheduled
Note	Task complete- TK			
12/4/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2594.01	Scheduled
Note	Task complete- TK			
12/4/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2593.01	Scheduled
Note	Task complete- TK			
12/4/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2592.01	Scheduled
Note	Task complete- TK			
12/4/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2575.01	Scheduled
Note	Task complete- TK			
12/4/2020	LB-125	Weekly Eyewash & Shower Exercise	2579.01	Scheduled
Note	Task complete- TK			
12/4/2020	Laboratory/ Office	Laboratory Housekeeping	2586.01	Scheduled
Note	Task complete- TK			

Completed Work Order Note Report

1/22/2021

Page 2 of 7

Completed	Equipment Number	Task	WO #	Type
12/4/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2587.01	Scheduled
Note	Task complete- TS			
12/4/2020	LB-129	Weekly Vacuum Pump Maintenance	2589.01	Scheduled
Note	Task complete- TK			
12/4/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2598.01	Scheduled
Note	Task complete- TK/TS			
12/4/2020	TB-104	Weekly Charter Thckener Maintenance	2596.01	Scheduled
Note	Task complete- TK/TS			
12/4/2020	GB-101	Weekly Fine Maintenance	2590.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2607.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2626.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2625.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2624.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	SB-201	Weekly Composite Sampler Maintenance	2623.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	GB-101	Weekly Fine Maintenance	2622.01	Scheduled
Note	Task complete- TK/TS			
12/7/2020	LB-129	Weekly Vacuum Pump Maintenance	2621.01	Scheduled
Note	Task complete- TK/TS			
12/8/2020	TB-104	Quarterly Thickenner Maintenance	2430.01	Scheduled
Note	Task complete- TK/TS			
12/8/2020	SB-202	Monthly NP Booster System Maintenance	2571.01	Scheduled
Note	Task complete- TK/TS			
12/8/2020	GB-111	Monthly MUA-1 Maintenance	2570.01	Scheduled
Note	Task complete- TK/TS			
12/8/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2610.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Headworks Building	Weekly Headworks Housekeeping	2600.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2601.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2605.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2602.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2606.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	AT-105	Weekly D.O Sensor Maintenance	2609.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	DB-200	Weekly Gas Mixer Maintenance	2612.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2613.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2617.01	Scheduled
Note	Task complete- TK/TS			

Completed	Equipment Number	Task	WO #	Type
12/9/2020	Boiler Room	Boiler Room Housekeeping	2616.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	GB-104	Weekly Grit Classifier Maintenance	2615.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	SB-202	Weekly NP Booster System Maintenance	2620.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Tool Room	Weekly Storage Room.	2629.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	TB-104	Weekly Charter Thckener Maintenance	2628.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	TB-100	Weekly Thickener Building Housekeeping	2627.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	SA-102	Portland Monthly Emergency Lighting Checks	2603.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	GB-101	Monthly Fine Screen Maintenance	2604.01	Scheduled
Note	Task complete- TK/TS			
12/9/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2614.01	Scheduled
Note	Task complete- TK/TS			
12/10/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2619.01	Scheduled
Note	Task complete- TK			
12/10/2020	Laboratory/ Office	Laboratory Housekeeping	2618.01	Scheduled
Note	Task complete- TK/TS			
12/10/2020	LB-125	Weekly Eyewash & Shower Exercise	2611.01	Scheduled
Note	Task complete- TK/TS			
12/11/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2608.01	Scheduled
Note	Task complete- TS			
12/11/2020	UV-100	Weekly UV Maintenance	2631.01	Scheduled
Note	Task complete- TS			
12/11/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2630.01	Scheduled
Note	Task complete- TK/TS			
12/14/2020	UV-100	Weekly UV Maintenance	2667.01	Scheduled
Note	Task complete- TS/TK/KM			
12/14/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2666.01	Scheduled
Note	Task complete- TS/TK/KM			
12/14/2020	Tool Room	Weekly Storage Room.	2665.01	Scheduled
Note	Task complete- TS/TK/KM			
12/14/2020	SB-201	Weekly Composite Sampler Maintenance	2659.01	Scheduled
Note	Task complete- TS/TK/KM			
12/14/2020	GB-104	Weekly Grit Classifier Maintenance	2651.01	Scheduled
Note	Task complete- TS/TK/KM			
12/15/2020	DB-200	Weekly Gas Mixer Maintenance	2648.01	Scheduled
Note	Task complete- TS/TK/KM			
12/15/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2644.01	Scheduled
Note	Task complete- TS/TK/KM			
12/15/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2643.01	Scheduled
Note	Task complete- TS/TK/KM			
12/16/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2655.01	Scheduled
Note	Task complete- TS/TK/KM			
12/16/2020	GB-101	Weekly Fine Maintenance	2658.01	Scheduled
Note	Task complete- TS/TK/KM			
12/16/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2650.01	Scheduled
Note	Task complete- TS/TK/KM			

Completed Work Order Note Report

1/22/2021

Page 4 of 7

Completed	Equipment Number	Task	WO #	Type
12/16/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2646.01	Scheduled
Note	Task complete- TS/TK/KM			
12/16/2020	Laboratory QA/QC Program	Monthly QAQC Data & Analysis Checks	2638.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	TB-104	Weekly Charter Thckener Maintenance	2664.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	TB-100	Weekly Thickener Building Housekeeping	2663.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2662.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2661.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2660.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	LB-129	Weekly Vacuum Pump Maintenance	2657.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	SB-202	Weekly NP Booster System Maintenance	2656.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Laboratory/ Office	Laboratory Housekeeping	2654.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2653.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Boiler Room	Boiler Room Housekeeping	2652.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2649.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	LB-125	Weekly Eyewash & Shower Exercise	2647.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	AT-105	Weekly D.O Sensor Maintenance	2645.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2642.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2641.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2635.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2634.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	UV-100	Monthly Trojan 3000 UV Maintenance	2640.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	TB-104	Monthly Thickener Maintenance	2639.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	2637.01	Scheduled
Note	Task complete- TS/TK/KM			
12/17/2020	AT-101	Monthly Anoxic Surface Mixer Maintenance	2636.01	Scheduled
Note	Task complete- TS/TK/KM			
12/21/2020	UV-100	Weekly UV Maintenance	2697.01	Scheduled
Note				
12/21/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2696.01	Scheduled
Note				

Completed Work Order Note Report

1/22/2021

Page 5 of 7

Completed	Equipment Number	Task	WO #	Type
12/21/2020	Tool Room	Weekly Storage Room.	2695.01	Scheduled
Note				
12/21/2020	TB-104	Weekly Charter Thckener Maintenance	2694.01	Scheduled
Note				
12/21/2020	TB-100	Weekly Thickener Building Housekeeping	2693.01	Scheduled
Note				
12/21/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2692.01	Scheduled
Note				
12/21/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2691.01	Scheduled
Note				
12/21/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2690.01	Scheduled
Note				
12/21/2020	SB-201	Weekly Composite Sampler Maintenance	2689.01	Scheduled
Note				
12/21/2020	GB-101	Weekly Fine Maintenance	2688.01	Scheduled
Note				
12/22/2020	LB-129	Weekly Vacuum Pump Maintenance	2687.01	Scheduled
Note				
12/22/2020	SB-202	Weekly NP Booster System Maintenance	2686.01	Scheduled
Note				
12/22/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2685.01	Scheduled
Note				
12/22/2020	Laboratory/ Office	Laboratory Housekeeping	2684.01	Scheduled
Note				
12/22/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2683.01	Scheduled
Note				
12/22/2020	Boiler Room	Boiler Room Housekeeping	2682.01	Scheduled
Note				
12/22/2020	GB-104	Weekly Grit Classifier Maintenance	2681.01	Scheduled
Note				
12/22/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2680.01	Scheduled
Note				
12/22/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2679.01	Scheduled
Note				
12/22/2020	DB-200	Weekly Gas Mixer Maintenance	2678.01	Scheduled
Note				
12/23/2020	Headworks Building	Weekly Headworks Housekeeping	2632.01	Scheduled
Note	Task complete- TS/TK/KM			
12/23/2020	LB-125	Weekly Eyewash & Shower Exercise	2677.01	Scheduled
Note				
12/23/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2676.01	Scheduled
Note				
12/23/2020	AT-105	Weekly D.O Sensor Maintenance	2675.01	Scheduled
Note				
12/23/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2674.01	Scheduled
Note				
12/23/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2673.01	Scheduled
Note				
12/23/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2672.01	Scheduled
Note				

Completed	Equipment Number	Task	WO #	Type
12/23/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2671.01	Scheduled
Note				
12/23/2020	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	2670.01	Scheduled
Note				
12/23/2020	Digester Building Basement	Weekly Digester Building Housekeeping	2669.01	Scheduled
Note				
12/23/2020	Headworks Building	Weekly Headworks Housekeeping	2668.01	Scheduled
Note				
12/25/2020	TB-104	Weekly Charter Thckener Maintenance	2562.01	Scheduled
Note	Task complete- TS, TK, KM			
12/29/2020	UV-100	Weekly UV Maintenance	2732.01	Scheduled
Note	Task complete			
12/29/2020	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	2731.01	Scheduled
Note				
12/29/2020	Tool Room	Weekly Storage Room.	2730.01	Scheduled
Note				
12/29/2020	TB-104	Weekly Charter Thckener Maintenance	2729.01	Scheduled
Note				
12/29/2020	TB-100	Weekly Thickener Building Housekeeping	2728.01	Scheduled
Note				
12/29/2020	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	2727.01	Scheduled
Note				
12/29/2020	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	2726.01	Scheduled
Note				
12/29/2020	Service Building 1st Floor	Service Building 1st Floor Housekeeping	2725.01	Scheduled
Note				
12/29/2020	SB-201	Weekly Composite Sampler Maintenance	2724.01	Scheduled
Note				
12/29/2020	GB-101	Weekly Fine Maintenance	2723.01	Scheduled
Note				
12/29/2020	LB-129	Weekly Vacuum Pump Maintenance	2722.01	Scheduled
Note				
12/29/2020	SB-202	Weekly NP Booster System Maintenance	2721.01	Scheduled
Note				
12/29/2020	Laboratory QA/QC Program	Weekly Lab Analysis Checks	2720.01	Scheduled
Note				
12/29/2020	Laboratory/ Office	Laboratory Housekeeping	2719.01	Scheduled
Note				
12/30/2020	Headworks Building	Weekly Headworks Housekeeping	2698.01	Scheduled
Note				
12/31/2020	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	2718.01	Scheduled
Note				
12/31/2020	Boiler Room	Boiler Room Housekeeping	2717.01	Scheduled
Note				
12/31/2020	GB-104	Weekly Grit Classifier Maintenance	2716.01	Scheduled
Note				
12/31/2020	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	2715.01	Scheduled
Note				
12/31/2020	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	2714.01	Scheduled
Note				
12/31/2020	DB-200	Weekly Gas Mixer Maintenance	2713.01	Scheduled
Note				

Completed Work Order Note Report

1/22/2021

Page 7 of 7

Completed	Equipment Number	Task	WO #	Type
12/31/2020	LB-125	Weekly Eyewash & Shower Exercise	2712.01	Scheduled
Note				
12/31/2020	FC-100	Weekly East & West Secondary Clarifier Maintenance	2711.01	Scheduled
Note				
12/31/2020	AT-105	Weekly D.O Sensor Maintenance	2710.01	Scheduled
Note				
12/31/2020	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	2709.01	Scheduled
Note				
12/31/2020	Bathroom	Weekly Bathroom/Locker Room Housekeeping	2708.01	Scheduled
Note				
12/31/2020	AT-101	Weekly Surface Mixer Inspection & Maintenance	2707.01	Scheduled
Note				
12/31/2020	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	2706.01	Scheduled
Note				

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

January 18, 2021
December 1-31, 2020

Kwh Purchased	3,119,336		
DIESEL PRODUCTION	0		
HYDRO GENERATION	225,458	Amount Paid	\$ 188,728.79
Total Kwh Purchased	2,893,878	Total Dollars Paid	\$ 188,728.79

Kwh Billed		Dollars Billed	
Residential	1,350,150	PCA Billed	\$ 54,116.68
Commercial	660,227	Residential	\$ 142,907.50
Large General	722,060	Residential EO Charge	\$ 2,430.08
City St. Lites Metered	41,335	Geothermal Discount	\$ (211.55)
St. Lites Unmetered		Commercial	\$ 70,897.95
Rental Lights		Commercial/LG EO Charge	\$ 2,424.31
Demand	1,814	Large General	\$ 50,293.59
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 3,489.14
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,775,586	Rental Lights	\$ 233.99
		Demand	\$ 10,666.54
Arrears after billing	\$ 3,697.54	Tax	\$ 12,413.59
Penalties Added	\$ 1,488.63		
Arrears end of month	\$ 29,389.67	Total Dollars Billed	\$ 351,223.27
Fuel Cost Billed	\$ 41,385.89		
Amount Collected	\$ 300,610.99	Power Cost Adj.	.01980
Total Adjustments	\$ 526.55		

Residential Customers	2,236
Commercial Customers	332
Large General	15
Total Customers	2,583

01/06/21



CITY OF PORTLAND
January-21

WATER DEPARTMENT REPORT

MONTH	Dec-20	PERIOD COVERED	Dec. 1-31, 2020
Customers Billed		Penalties Added	\$ 358.10
City	1,839	Dollars Collected	\$ 50,096.46
Rural	24	Arrears at end of Month	\$ 6,112.91
Total Customers	1,863	Adjustments	\$ 1,940.70
		Gallons Pumped	7,421,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,364,775		\$ 53,388.45
Rural	127,480		\$ 1,743.48
Total	<u>7,492,255</u>		<u>\$ 55,131.93</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,799	Dollars Billed	\$85,585.72
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 85,585.72

Penalties Added	\$ 562.36
Dollars Collected	\$ 61,141.53
Arrears at end of Month	\$ 9,342.66
Adjustments	\$ 3,215.13
Gallons Treated per Million	7.685



Portland Area Municipal Authority

Governmental Units: City of Portland, Portland Township, Danby Township

January 20, 2021 Virtual Meeting Minutes

P.A.M.A. Board Members Present: Jim Sandborn, Randy Foote, Theresa Iskra,
Pat Fitzsimmons, John Baker

Visitor(s): Chris Jensen

Zoom Meeting called to order at 7:07 p.m. by Jim Sandborn.

Discussion of current budget, expiring April 1, to exclude maintenance costs.

Pat will approach the City of Portland. Chris will approach Portland & Danby Townships.

Motion by Pat and supported by Jim to approach all three entities for maintenance items to be paid separate from the budget. Adopted.

Motion by Randy and supported by Pat to accept the agenda as presented. Adopted.

Motion by Pat & supported by John to accept the meeting minutes from September 16 as submitted. Adopted.

Motion by Theresa and supported Pat by to accept Treasurer's report as submitted. Adopted.

Jim Sandborn is moving out of state and has announced his resignation to the City of Portland. This will be his last meeting.

There was discussion of meetings and budget planning. It was agreed the Board will change their meeting schedule to monthly on the third Wednesday at 7 p.m. Motion by John and supported by Pat to meet monthly during the 2021 calendar year. Adopted.

The February meeting will be dedicated to budget planning.

Sign repair is currently on hold. Priority will be placed on completing the budgeted line item for door operators.

There was discussion of maintenance supplies and responsibility of purchases between payments. Pat believes each has their own budget for supplies but will confirm.

Motion made by Theresa and supported by Jim to appoint Pat as temporary chairperson. Adopted.

Selection of Officers for 2021 will be postponed until there is more information available on the City's appointment for Jim's replacement.

Motion by Jim & supported by John to adjourn meeting at 8:25 p.m. Adopted.

Next meeting scheduled for Wednesday, Feb 17, 2021 at 7 p.m.

Respectfully Submitted,



Theresa Iskra
P.A.M.A. Secretary