



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

7:00 P.M. Tuesday, September 7, 2021
City Council Chambers
City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:15 PM	VI. <u>Presentations</u>	
7:45 PM	A. Jon Moxey, Joe Benjamin, and Davie Harvey of Fleis & VandenBrink – Wastewater Treatment Plant Improvements	
	B. Constitution Week Proclamation	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:50 PM	A. Second Reading and Consideration of Ordinance 175QQ to Amend Section 42 – Division 8 of the Code of Ordinances	Decision
7:55 PM	B. Proposed Resolution 21-44 Approving the Purchase of a 2010 Bonnell Spartan Pro Leaf Machine for the Department of Public Works (DPW)	Decision
7:57 PM	C. Proposed Resolution 21-45 Approving Fleis & VandenBrink’s Proposal for Engineering Services Associated with the Remediation of the Fuel Spill at the Diesel Generation Plant as Recommended by the Board of Light and Power	Decision
8:00 PM	D. Proposed Resolution 21-46 Approving the Recommendation of the Board of Light and Power for Newkirk Electric to Replace and Install Reclosers at the Electric Department	Decision
8:03 PM	E. Proposed Resolution 21-47 Approving the Recommendation of the Board of Light and Power for Cook Brothers to Demolish the Storage Facility at the Dam	Decision
8:05 PM	F. Proposed Resolution 21-48 to Opt Out of the Low-Income Energy Assistance Fund Created by Public Act 95 of 2013	Decision
8:08 PM	X. <u>Consent Agenda</u>	
	A. Minutes & Synopsis from the Regular City Council Meeting and the Closed Session on August 16, 2021	Decision

<u>Estimated Time</u>		<u>Desired Outcome</u>
	<ul style="list-style-type: none"> B. Payment of Invoices in the Amount of \$178,790.93 and Payroll in the Amount of \$244,848.05 for a Total of \$423,638.98 C. Purchase Orders over \$5,000.00 <ul style="list-style-type: none"> 1. State of Michigan in the Amount of \$74,193.03 for the Grand River Ave. Small Urban Project 	
	XI. <u>Communications</u>	
	<ul style="list-style-type: none"> A. DDA Minutes for July 26, 2021 B. Utility Billing Report for July 2021 C. Wastewater Treatment Plant Report for July 2021 D. 2020 Annual Customer Summary for EWR by Franklin Energy E. Franklin Energy EO Report for June 2021 F. Franklin Energy EO Report for July 2021 G. Ionia County Board of Commissioners Agenda for August 24, 2021 H. MPSC Notice of Hearing for Consumers Energy I. MPSC Notice of Hearing for Consumers Energy J. MPSC Notice of Hearing for Consumers Energy 	
8:10 PM	XII. <u>Other Business</u> – None	
8:15 PM	XIII. <u>City Manager Comments</u>	
8:20 PM	XIV. <u>Council Comments</u>	
8:25 PM	XV. <u>Adjournment</u>	
		Decision



Constitution Week 2021

Whereas, September 17, 2021 marks the two hundred and thirty-fourth anniversary of the signing of the Constitution of the United States of America at the Constitutional Convention in 1787; and

Whereas, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and to officially recognize the patriotic celebrations which will commemorate the occasion; and

Whereas, 2021 has been a year with heretofore unimaginable and unprecedented rhetorical and physical attacks on the processes and locations that make up the foundation upon which our democracy functions, yet our government perseveres; and

Whereas, thanks to the courage and sense of duty of the members of the United States Capitol Police, and other law enforcement officers; the bravery and loyalty of the vast majority of elected federal officials; and the structure of our government provided for in the Constitution of the United States, there has been a transfer of power at the highest level of our government; and

Whereas, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as constitution week;

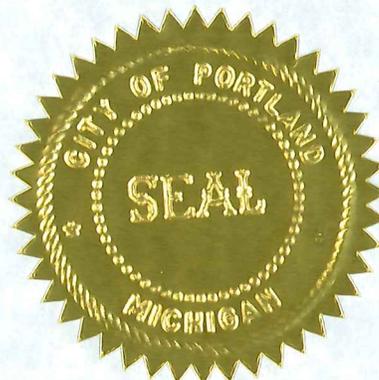
NOW, THEREFORE, I, James E. Barnes, Mayor of the City of Portland do hereby proclaim September 17 through 23, 2021 to be:

CONSTITUTION WEEK

in the City of Portland, and ask our citizens to reaffirm with newfound vigor and appreciation the ideals the Framers of the Constitution had in 1787.

Signed this 7th day of September 2021.

James E. Barnes, Mayor



**CITY OF PORTLAND
Ionia County, Michigan**

Council Member _____, supported Council Member _____, moved the adoption of the following ordinance:

ORDINANCE NO. 175QQ

**AN ORDINANCE TO AMEND CHAPTER 42 – DIVISION 8
OF THE CODE OF ORINANCES**

THE CITY OF PORTLAND ORDAINS:

SECTION 1.

DIVISION 8. O-R OFFICE/RESEARCH/BUSINESS DISTRICT

Sec. 42-280. Intent and Purpose.

(a) The propose of this district is to provide specific regulations to achieve the following:

- (1) To develop a mixed-use campus-style environment for office, research, service, and related business uses integrated with the natural environment.
- (2) To create a cohesive mix of compatible uses that complement and support business uses elsewhere in the city.
- (3) To promote the use of green building technology, long-term community sustainability, and high-quality design and materials.

Sec. 42-281. Table of Uses. The following abbreviations apply to the table of uses:

P: Permitted use: Land and/or buildings in this district may be used for the purposes listed by right.

SLU: Special land use: The following uses may be permitted by obtaining special land use approval when all applicable standards cited in article V of this chapter are met.

NP: Not permitted: The use is not permitted in the district.

<i>Table of uses</i>	<i>O-R</i>
Accessory buildings or uses customarily incidental to any allowed principal uses	P
Art studio/craft shop	P
Bank or other financial institution (including drive-through facilities)	P
Banquet hall and/or conference center	P
Brewery/distillery	P
Day care center, either as an accessory or principal use	P
College, university, and technical schools	SLU
Fraternal or social club or lodge	P
Greenhouse, hydroponics, aquaculture facility	P
Health or exercise club	P
Hospital	SLU
Hotel	P
Laboratories including experimental, film, testing, and medical	P
Live/work units	P
Medical and dental offices, including clinics	P
Micro-brewery	P
Movie, film, or photo studios, post-processing, or production facilities	P
Municipal buildings, public service buildings (not including outdoor storage)	P
Personal service establishments	P
Professional offices and professional services	P
Research and development facilities	P
Restaurant (not including drive-through facility)	P
Veterinary hospitals or clinics (not including outdoor kennels)	P
Veterinary hospitals or clinics (including outdoor kennels)	SLU
Walk-up Automatic Teller Machine (ATM)	P
Wireless communications antenna when attached to a principal use	P
Wireless communications tower when proposed tower is within the height limitations of the district	SLU

Sec. 42-283. Development requirements.

(a) The following chart provides for application and review requirements. No application shall be accepted unless in compliance with all of the following requirements, unless specifically waived by the zoning officer.

	Applications		
Process	Requirements	Submission	Review Requirements
Site plan review (article VI of this chapter)	Completed application form	15 days prior to Planning Commission meeting	Permitted uses— Administrative review (except site condominium developments)
	Application fee/escrow fee		
	Legal description of property		Site condominiums site plan review, see section 42-309 for site condominium requirements and procedures
	Narrative addressing review standards of section 42-379		
	Complete site plans in accordance with section 42-375		
Special land uses	Same as site plan review	30 days prior to the planning commission meeting	See article V of this Chapter
	Narrative addressing review standards of section 42-339 and applicable specific standards of section 42-341		
Rezoning	Completed application form	30 days prior to the planning commission meeting	See article II of this chapter
	Application fee/escrow fee		
	Property map showing property to be rezoned and surrounding properties and current zoning		
	Proof of ownership or interest in properties		
	Legal description of properties		

(b) *Lot, yard, and building requirements.*

Requirements		O-R District	
Lot	Area (minimum)	1 acre	
	Width (minimum)	150 ft.	
	Width/Depth Ratio (maximum)	1:3	
	Maximum Coverage	60 %	
Setback	Front	30 ft.	
	Side	One side	10 ft.
		Total 2 sides	25 ft.
	Rear	25 ft.	
Building	Maximum Height	4 stories/60 ft.	

(c) *Parking, loading, and access requirements.*

- (1) Parking lots shall be located no closer than 30 feet to the right-of-way line of E. Grand River Avenue or any interior street. Parking shall be located at least 15 feet from the Cutler Road right-of-way.
- (2) Required loading areas shall be located in the rear or side yard.
- (3) No lot shall have direct vehicular access from Cutler Road or E. Grand River Avenue; provided, where extreme topographic conditions exist and make interior access impractical, the Planning Commission may permit not more than one (1) access along E. Grand River Avenue no closer than 200 feet to the nearest street intersection or existing driveway.
- (4) Parking lots shall be landscaped and screened in accordance with the requirements of Section 42-283 (e)(2).
- (5) Parking shall be provided in accordance with the provisions of the following table in addition to all applicable requirements of Sec. 42-408.

<i>Use</i>	<i>Required Parking Spaces</i>
Art studio/craft shop	1 space per 800 sq. ft. Gross Floor Area (GFA)
Bank or other financial institution	1 space per each 400 sq. ft. GFA
Banquet hall and/or conference center	1 space per every 4 persons permitted by fire code
Day care center	1 space per each 3 children the facility is license to accept
College, university, or technical school	1 space per each 3 students or the amount required for an auditorium or place of assembly, whichever is greater
Greenhouse, hydroponics, aquaculture facility	1 space per each peak shift employee, plus spaces required for office uses
Fraternal or social club or lodge	1 space for every 4 persons permitted in the structure by fire code
Health or exercise club	1 space per each 6 persons permitted by fire code
Hospital	1 space per each 4 beds, plus 1 space per each employee

Hotel	1 per unit, plus 1 per employee, plus additional spaces for accessory uses provided at 50 percent of the requirement listed
Laboratories including experimental, film, testing, and medical	1 space per each 500 sq. ft. Useable Floor Area (UFA), plus spaces required for office uses
Medical or dental office, including clinic	1 space per each 400 sq. ft. GFA
Micro-brewery	1 space for every 3 persons permitted in the structure by fire code
Movie, film, or photo studios, post-processing, or production facilities	1 space per each peak shift employee, plus spaces required for office uses
Municipal buildings and public service buildings	1 space per each 300 sq. ft. GFA, not including parking areas for municipal vehicles
Personal service establishment	2 spaces per service provider
Professional offices and professional services	1 space per each 400 sq. ft. GFA
Research and development facilities	1 space per each 500 sq. ft. GFA, plus spaces required for office uses
Restaurant	1 space per each 150 sq. ft. of floor space not used for seating area, plus 1 for every peak-shift employee, plus 1 space for each 3 persons permitted by fire code
Veterinary hospitals or clinics	1 space per each 400 sq. ft. UFA

(d) *Building Requirements.*

(1) *Materials.*

- a. All exterior walls shall be clad in durable and maintainable materials. Any side of a building facing a public or private street shall be comprised of at least 30 percent of the following materials:
 1. Brick;
 2. Decorative concrete block;
 3. Cut stone;
 4. Horizontal clapboard siding; and
 5. Commercial grade horizontal vinyl siding (at least 0.44 gauge).
- b. In no case shall vertical siding, sheet metal, cement board, or EIFS be considered an acceptable building material on any side facing a public or private street.
- c. The planning commission may, in its sole discretion, deviate from the minimum percentages in the above design standards where the building design incorporates patterns and materials that provide visual interest through changes in color, material, or relief, such as the inclusion of beltlines, pilasters, recesses, and pop-outs.

(2) *Transparency.*

- a. At least 40 percent of a building façade facing a public or private street shall consist of windows and doors on the ground floor and at least 25 percent on all other floors.

- b. All buildings must have at least one useable door facing the front lot line. For corner lots, the door shall be on the street providing access to the site.

(3) *Articulation.*

- a. Blank walls longer than 40 feet without windows shall not face a street.
- b. Building facades shall have massing changes and architectural articulation to provide visual interest and texture in order to avoid monotonous one-dimensional facades.
- c. Architectural design elements shall be incorporated into the building to add variety and interest. They may include, but are not limited to strong cornice lines, material texture, prominent corner features, strong and simplified building entries, window sills, lintels, overhangs, canopies or porticos, arcades, recesses and projections, arches, outdoor patios, and integral planters.

(4) *Projections.*

- a. Except for eaves, awnings, balconies, bay windows, stoops, and ADA compliant ramps, as specified by this division, no part of a building may encroach into the required setback.
- b. Eaves and awnings may not project more than 2 feet from the main building wall into the required setback.
- c. Bay windows may not project more than 3 feet from the main building wall into the required setback.
- d. Stoops may not project more than 8 feet from the main building wall into the required setback.

(e) *Landscaping/screening*

(1) *Generally.*

- a. Native vegetation, (indigenous trees, shrubs, wildflowers, grasses, and other plants) and low maintenance turf grasses shall be used to the greatest extent possible.
- b. Planting design near a building may use a broader palette of ornamental species; provided, plants shall be selected for low water and fertilizer requirements as well as ornamental value.

(2) *Parking lots.*

- a. One canopy tree (minimum three inch caliper) and three understory shrubs shall be provided for every eight parking spaces, or portion thereof. Parking lot landscaping shall be located within parking lot islands or within 20 feet of the edge of the parking lot.
- b. An opaque hedge or solid masonry wall at least 36 inches high shall be installed along the length of any parking lot along Cutler Road.

(3) *Streetscape.*

- a. The required parking setback area along E. Grand River Avenue and any interior street shall be landscaped and include, at a minimum, the following:

- i. One (1) deciduous tree for every 30 feet of frontage along the street.
- ii. One (1) ornamental tree for every 50 feet of frontage along the street.
- iii. One (1) evergreen tree for every 50 feet of frontage along the street.
- b. The required parking setback area along Cutler Road shall be landscaped and include, at a minimum, the following:
 - i. One (1) deciduous tree for every 30 feet of frontage along the street.
 - ii. One (1) evergreen tree for every 50 feet of frontage along the street.
- c. Required streetscape plantings may be clustered for effect to create a more natural appearance and stronger visual impact.

(4) *Screening.*

- a. Dumpsters, utilities, and service areas shall be located within a side or rear yard and shall be screened from view.
- b. Mechanical and electrical equipment, whether on a roof or next to a building, shall be screened from view.

(5) *Lighting.*

- a. Light fixtures shall be no taller than 30 feet and must be provided with cut-off fixtures that direct light downward and prevent light spill beyond the property.
- b. Additional lighting standards found in sections 42-304 and 42-411(c) shall be met.

(6) *Pedestrian connectivity.* A pedestrian walkway meeting City standards shall be constructed within the right of way along the entire street frontage of the property.

Section 2. Publication and Effective Date. The City Clerk shall cause this Ordinance to be published and recorded as provided in the City Charter and it shall take effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

Dated: August 16, 2021

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: August 16, 2021
Adopted:
Published:
Effective:

CERTIFICATION

I certify that this is a true and complete copy of the ordinance adopted at a regular meeting of the City Council of the City of Portland on September 7, 2021.

Monique I. Miller, Clerk

Dated: September 7, 2021

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-44

A RESOLUTION APPROVING THE PURCHASE OF A 2010 BONNELL SPARTAN PRO LEAF MACHINE FOR THE DEPARTMENT OF PUBLIC WORKS (DPW)

WHEREAS, the City operates two leaf machines to perform residential leaf pick up throughout the City and both machines are almost 30 years old and nearing the end of their life expectancies; and

WHEREAS, the Director of Public Works recommends that City Council approve the purchase of a 2010 Bonnell Spartan Leaf Machine for the amount of \$43,327.00, a copy of the quote and memo from the Public Works Director are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. City Council approves the purchase of a 2010 Bonnell Spartan Leaf Machine for the amount of \$43,327.00, a copy of the quote and memo from the Public Works Director are 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: September 7, 2021

Monique I. Miller, City Clerk



DATE: Aug 1, 2021

QUOTE- 2010 Bonnell

Attn: Ken Gensterblum
Company: City of Portland

Qty	Description	Your Price (each)	Total
	2010- Bonnell Spartan Pro + 25 yd. Vin# 1B9AK2925AD94016 Kubota 100 H.P, Engine Ser.# 8W0909 Hydraulic Jack Trans Fluid coupler 3 Function Ride on Seat		\$39,000.00
ADDITIONAL OPTIONS			
1	Extension Harness top be added to operate Leaf Vac Joystick from Cab Controls will operate Vacuum Arm only: No Engine Start, Optional second control box. To Switch Between Boxes Harness must be unplugged from one, and into another Can Not be used Simultaneously) JS9 Joystick Control Swing & Raise/Lower (Built in Rocker for Sweep Motion)		\$3,277.00
	Freight	\$1,050	\$1,050.00
	Sub-Total		\$43,327.00
	Tax		N/A
	Total Price		\$43,327.00

Delivery:
F.O.B.

Thank you for considering **Bell Equipment Company** for your equipment needs.

Michael Cleary- 616-916-4044

mcleary@bellequip.com

Prices are as of this date. Buyer should confirm pricing after 30 days.

Memo

To: Tutt Gorman, City Manager

From: Ken Gensterblum, Public Works Director

cc:

Date: August 31, 2021

Re: Leaf Machine

This purchase order is for a 2010 Bonnell leaf vacuum. The city currently uses two leaf machines both are 1992 model year with over 10,000 hours of run time on each machine. This proposed machine has 1,435 hours on a Kubota diesel engine. This machine also has a 3 way hydraulic arm as opposed to the current machines with up/down. The arm is operated with a joystick which is located on a seat for a rider or from inside the pull vehicle. This proposed machine will be a nice addition to the city. Let me know if you have any further questions.





PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-45

**A RESOLUTION APPROVING FLEIS & VANDENBRINK’S PROPOSAL FOR
ENGINEERING SERVICES ASSOCIATED WITH THE REMEDIATION OF
THE FUEL SPILL AT THE DIESEL GENERATION PLANT AS
RECOMMENDED BY THE BOARD OF LIGHT AND POWER**

WHEREAS, the City has been working with the Environmental Engineering group at Fleis & VandenBrink (F&V) to make sure that all appropriate steps are being taken to remediate the diesel fuel release that occurred with the failure of the underground fuel return line at the Diesel Generation Plant in January of 2009; and

WHEREAS, the City Manager and Electric Superintendent requested that Fleis & VandenBrink provide an updated proposal with a new scope of services and budget for engineering services associated with the remediation effort based upon improved conditions and a goal to achieve site closure; and

WHEREAS, at its regular meeting held on August 31, 2021, the Board of Light and Power unanimously voted to recommend that City Council approve the proposal from Fleis & VandenBrink for engineering services associated with the remediation of the 2009 diesel fuel release at the Diesel Generation Plant, a copy of the proposal and memo from the Electric Superintendent are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Fleis & VandenBrink’s proposal for engineering services associated with the remediation of the 2009 diesel fuel release at the Diesel Generation Plant, a copy of the proposal and memo from the Electric Superintendent are 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: September 7, 2021

Monique I. Miller, City Clerk

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

cc: Tutt Gorman, City Manager

Date: 8/31/2021

Re: Diesel Leak Remediation

A diesel leak occurred at the Portland Board of Light and Power (BL&P) during the 1990s. The BL&P has worked with Fleis & Vanderbrink to remediate impacted soil and groundwater. Fleis & Vanderbrink has provided a proposal to report, sample and evaluate closure of the remedial activities. Professionals at Fleis & Vanderbrink indicate that closure of active regulated remedial work could occur in the next 12-24 months.

RECOMMENDATION: Authorize and recommend to City Council to approve Fleis & Vanderbrink's proposal to report, sample and evaluate closure of remedial activities for the BL&P diesel fuel release. The estimated cost of this work is \$17,500.



June 30, 2021

Mr. Tutt Gorman
City of Portland
723 E. Grand River Avenue
Portland, MI 48875

**RE: Work Plan 2021 - Reporting, Sampling and Closure Evaluation
Portland Board of Light & Power Diesel Fuel Release
Portland, Michigan**

Dear Mr. Gorman:

Fleis & VandenBrink Engineering, Inc. (F&V) has prepared this Work Plan to provide professional engineering services for the above-referenced work. We appreciate the opportunity to provide you with these services. F&V's experienced staff has a history of completing thorough, cost effective professional services.

The following outlines our Statement of Understanding, Scope of Services, Schedule and Budget.

STATEMENT OF UNDERSTANDING

Work has been conducted at the Portland Board of Light & Power (BLP) Facility in response to a 2009 release of petroleum diesel product. During the initial planning stages, alternatives to address the release were considered by F&V and the City of Portland (City). The approach of active, long-term remediation and monitoring was selected at that time. As a result, a groundwater pump and treat system (System) was designed and constructed. The purposes of this System include: capturing dissolved groundwater contaminants, treating the captured contaminated groundwater, recovering diesel product (LNAPL) and hydraulically controlling the upper groundwater unit to reduce further exacerbation of contamination migrating to the nearby wetland and river.

Since the release, F&V has provided annual reporting, groundwater monitoring, System Operation & Maintenance (O&M) support, and project management for the BLP Facility. As discussed with you and BLP Staff, current site conditions have been improving. Data has showed significant reduction in the presence of dissolved contamination being collected from the System and a network of monitoring wells; however, LNAPL (floating diesel product) remains in the recovery wells located near the release area. The data shows an aged petroleum plume and degradation of the diesel released into the upper groundwater unit. As such, modifications of operations this year and into 2022 should prepare the Site for Closure request to EGLE RRD.

SCOPE OF SERVICES

Based on our Statement of Understanding, our Work Plan includes a one-year period of engineering, Optimization of the System to recover LNAPL, continued O&M support, and evaluations for Closure. We will perform the following tasks:

Task 1 - Review Work Plan and strategize with BLP Staff and City, then meet with EGLE RRD to discuss options and plan moving forward.

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

Task 2 - Schedule and complete biannual (Summer 2021 and Late Fall 2021) sampling of System Carbon Vessels, monitor wells (MW-1, MW-2, MW-6, MW-7 and MW-8) and surface water at the "Old Channel Pond" located to the northeast of facility (if available). Depth to water measurements will be obtained from existing wells to monitor groundwater potentiometric surface and LNAPL elevations.

Monitor wells will be sampled using Low Flow sampling methods and analyzed for BTEX and TMBs by Pace Laboratory of Grand Rapids.

During the Summer 2021 Sampling Event, F&V will meet with BLP Staff to review site conditions and formulate a System O&M strategy to obtain closure. Goals of this meeting will include optimizing the System and implementing a daily/weekly/monthly LNAPL recovery program from the existing recovery wells.

F&V will provide project support to BLP Staff, EGLE communications on modifications to System, coordination with laboratory and periodic site visits with BLP Staff if needed.

Task 3 - Provide a draft Annual Report (Summer 2022) to the City Manager for review. The report will summarize monitoring, System operations, LNAPL recovery, System modifications and recommendations to work towards a Closure. After City review, submit report to EGLE RRD.

After EGLE review and comments, we will provide a revised Work Plan to the City on procedures to achieve Site Closure.

SCHEDULE

We will begin upon your authorization to proceed.

BUDGET

F&V proposes to provide the professional engineering services for an estimated hourly amount of \$11,500 which includes sampling supplies, tools, personal protection equipment (PPE) and reimbursable expenses (Task 1, 2 & 3).

Estimated Subcontractor – City will contract directly

\$3,000	Laboratory Services for sampling events (BTEX and TMBs by Pace Laboratory of Grand Rapids).
---------	---

System Equipment (if needed) – City will contract directly

\$3,000	System recovery pumps, equipment and /or carbon as needed.
---------	--

Overall, we estimate a combined engineering and contractor budget of \$17,500 (\$11,500 for F&V engineering services and \$6,000 for contractors/equipment). F&V's professional engineering services fees would be invoiced monthly. Work would be completed under the terms and conditions of our existing Professional Services Agreement. We can begin upon your authorizing the work by signing the last page of this letter and returning it to us.

We look forward to working with you on this important assignment. If you need any additional information, please contact us.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Eric D. Walters, CPG
Operations Manager, Environmental Services



Brian L. Rice, P.E.
Group Manager, Environmental Services

cc: J. Moxey, F&V

WORK AUTHORIZATION

Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform Additional Services as detailed in their letter dated June 30, 2021 and authorized under the existing Professional Services Agreement dated December 6, 20017 with F&V.

S. Tutt Gorman
City Manager

Date

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-46

A RESOLUTION APPROVING THE RECOMMENDATION OF THE BOARD OF LIGHT AND POWER FOR NEWKIRK ELECTRIC TO REPLACE AND INSTALL RECLOSERS AT THE ELECTRIC DEPARTMENT

WHEREAS, the City's electrical system, specifically, the reclosers sustained fire damage in 2020 and are in need of replacement. Reclosers are high voltage switches that operate like a circuit breaker that shuts off power when there is a disruption or problem with the electrical distribution system; and

WHEREAS, at its regular meeting held on August 31, 2021, the Board of Light and Power unanimously voted to recommend that City Council approve the proposal from Newkirk Electric to relace and install the reclosers in the amount of \$15,350.00, a copy of the quote and memo from the Electric Superintendent are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposal from Newkirk Electric to relace and install the reclosers in the amount of \$15,350.00, a copy of the quote and memo from the Electric Superintendent are 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: September 7, 2021

Monique I. Miller, City Clerk



August 19, 2021

Todd Davlin
PORTLAND LIGHT & POWER
269 Kent Street
Portland, MI 48875

RE: New Recloser Installation

Dear Mr. Henry:

Newkirk Electric appreciates the opportunity to be of service. The scope of services offered includes

- Fabricate recloser ground support frame
- Procure new bus connectors (4-week lead-time), insulating materials, and connection hardware
- Safety/planning meeting during week before scheduled outage
- Install grounds on the 4,160V bus and exit cables
- Remove four (4) existing reclosers, lifting mechanisms, and mounting structures from trans-closure cubicles
- Install four (4) new reclosers into existing trans-closure cubicles and connect to 4,160V bus
- Test and verify operation of reclosers before energization
- Remove grounds from 4,160V bus and exit cables

Time and Material Price: \$ 15,350.00

The pricing listed above is for the outage to occur on a Saturday and is based upon a 12-hour work schedule. For an outage that occurs on Sunday, please add \$1,600.00 to the above estimated price.

Please contact this office with any questions you may have.

Regards,

NEWKIRK ELECTRIC ASSOCIATES, INC.

A handwritten signature in black ink that reads "Mike Cannady". The signature is fluid and cursive.

Mike Cannady, P.E., CESP
Senior Electrical Engineer
mlcannady@newkirk-electric.com



Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

cc: Tutt Gorman, City Manager

Date: 8/31/21

Re: Recloser Installation Project

The Board of Light and Power has budgeted for replacement of reclosers between the Consumers Substation and the City of Portland electrical distribution system. The reclosers were purchased and have been delivered to the site. The plan is to install the reclosers in Mid-October. Newkirk has proposed to install the reclosers for a price of \$15,350.

RECOMMENDATION: Authorize and recommend to City Council to approve Newkirk to install reclosers for a proposed cost of \$15,350.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-47

**A RESOLUTION APPROVING THE RECOMMENDATION OF THE BOARD
OF LIGHT AND POWER FOR COOK BROTHERS TO DEMOLISH THE
STORAGE FACILITY AT THE DAM**

WHEREAS, the storage facility at the City's hydro dam has fallen into disrepair and needs to be demolished. City Council previously approved the construction of a new storage facility through resolution 21-32; and

WHEREAS, at its regular meeting held on August 31, 2021, the Board of Light and Power unanimously voted to recommend that City Council approve the proposal from Cook Brothers to demo the storage facility at the City's hydro dam in the amount of \$15,610.00, a copy of the quote and memo from the Electric Superintendent are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposal from Cook Brothers to demo the storage facility at the City's hydro dam in the amount of \$15,610.00, a copy of the quote and memo from the Electric Superintendent are 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: September 7, 2021

Monique I. Miller, City Clerk

COOK BROTHERS EXCAVATING INC.
7974 LYONS RD. PORTLAND MI 48875
517 647 6255 - FAX 517 647 7270

PROPOSAL

August 24, 2021

City of Portland
259 Kent St.
Portland, MI. 48875

Attn: Todd Davlin

RE: Garage Demolition - Portland Dam

• 140 cu. yds. landfill fees	4340.00
• 140 cu. yds. trucking demolition	1400.00
• Labor and equipment to demolish	2300.00
• Remove concrete foundations to 2' below grade	1300.00
• 230 cu. yds. sand fill	1950.00
• Place and compact sand fill	<u>900.00</u>
Total Garage Demolition	\$12190.00
Landscaping and Parking Area	
• Provide and place fill to slope rear area	480.00
• Topsoil and seed slope and place straw blankets	1150.00
• Provide and place beehive casting on existing catch basin	280.00
• Construct 880 sq. ft. crushed limestone parking pad	1030.00
• Provide and place 8 large rocks at parking pad	<u>480.00</u>
Total Landscaping and Parking Area	\$3420.00
Total Project	\$15610.00

If you have any questions, please call.

Respectfully,

Keith W. Cook

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

cc: Tutt Gorman, City Manager

Date: 8/31/2021

Re: Dam Barn Demolition

The storage barn at the dam is in a state of disrepair. This was recognized and the BL&P authorized construction of a new storage facility. For the safety of employees, dam park patrons and general aesthetics of the dam/park area the old storage barn needs to be removed. The new storage building is complete absent a garage door. The plan is to demolish the storage barn after the garage door is installed. Cook Brothers has provided a quote for demolition of the old storage barn and restoration of the area.

RECOMMENDATION: Authorize and recommend to City Council to approve Cook Brothers to demolish the dilapidated storage building at the dam, backfill, regrade, and restore the demolition site. The estimated cost of this work \$15,610.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-48

A RESOLUTION TO OPT OUT OF THE LOW-INCOME ENERGY ASSISTANCE FUND CREATED BY PUBLIC ACT 95 OF 2013

WHEREAS, on July 1, 2013, the State of Michigan passed Public Act 95 (PA 95) that requires all electric utilities to charge up to \$0.99 per month on customer bills to raise revenue that would go into the Low-Income Energy Assistance Fund administered by the State to provide heating assistance to needy individuals; and

WHEREAS, City staff have projected that this could cost City Electric customers up to \$30,000 per year; and

WHEREAS, PA 95 provides that a municipally owned electric utility or a cooperative electric utility may annually opt out of collecting funds for the Low-Income Energy Assistance Fund and that a utility that opts out cannot shut off electricity to a residential customer from November 1 to April 15 for nonpayment of a delinquent account; and

WHEREAS, the City of Portland has previously adopted electric shut-off rules that protect low-income and senior citizens from electric shut-offs from November 1 to April 15 and that opting out of collecting funds for the Low-Income Energy Assistance Fund would extend protection from shut-offs during the heating season to all residential customers and not raise all customers rates by up to \$0.99 per month; and

WHEREAS, the City of Portland has opted out of this program since 2013.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the opting out of collecting funds for the Low-Income Energy Assistance Fund for the next year rather than raise all customers' electric bills by up to \$0.99 per month.
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: September 7, 2021

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 16, 2021

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Guests: Kathy Parsons

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

Motion by VanSlambrouck, supported by Johnston, to approve the agenda as presented.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman presented photos of progress on the Toan Park Improvement Project. The project is expected to be completed in September.

The City has applied for funding through the State Revolving Fund for a Wastewater Treatment Plant Improvement Project. The Design Phase will proceed this Fall to define the scope of the project. City Engineers will hold a workshop with Council within the next couple of weeks.

The Board of Light and Power is proud that there were no power outages for its customers related to the storms that recently moved through the State of Michigan and caused widespread power outages. There will be a scheduled power outage later this Fall so reclosers at the substation can be replaced.

City Manager Gorman reported that discussions with TriCounty Homeworks regarding a potential fiber project continue. He stated that he hopes to have a concrete recommendation to Council within the next couple of months.

City staff continue to work with NextEnergy on implementation of AMI metering for electric customers. NextEnergy is currently in discussions with the Michigan Public Power Agency as other MPPA members are now interested in the technology.

The Ambulance Department is operating with two paramedics and it continues to go smoothly. An offer has been extended to a new paramedic; another will be coming on board within the next month.

Under Presentations, DDA Director ConnerWellman provided her report on downtown activities and presented information on the Toan Park Revitalization Project.

Under New Business, the First Reading of Ordinance 175QQ to revise Division 8, O-R Office/Research Form-Based District, Section 42-280 of the Code of Ordinances for the property located at Cutler Rd. and Grand River Ave.

City Manager Gorman explained that when Sparrow Hospital submitted plans a couple of years ago for a medical clinic as the first medical project to be developed on this site it became apparent that the O-R District imposed restrictions that were infeasible and, in some cases, overly restrictive. As a result, Sparrow was forced to seek several zoning variances to allow the project to move forward.

Council Member Fitzsimmons stated the timing of the proposed ordinance is good to clean up the current ordinance.

Council Member Johnston stated that she feels good about the proposed ordinance. There was a lot of great discussion amongst the Planning Commission members before recommending it to City Council for approval.

City Manager Gorman noted the City did receive written comments from local realtor, Terry Frewen, for the Public Hearing held by the Planning Commission. All comments were discussed and considered in the proposed ordinance.

The Council considered Resolution 21-43 to confirm the Mayor's appointments to City Boards and Commissions.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 21-43 confirming the Mayor's appointments to City Boards and Commissions.

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 and the Closed Session held on August 2, 2021, payment of invoices in the amount of \$99,541.08 and payroll in the amount of \$134,410.65 for a total of \$233,951.73. Purchase orders to PLB Planning Group in the amount of \$6,568.74 for consulting fees related to planning and zoning services and to Total Technical Assurance Group in the amount of \$10,000.00 for broadband were also included.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman recognized the MML Selfie Day on Friday, August 13, 2021 and presented the photo of City staff taken in front of City Hall that was submitted and published.

City Manager Gorman presented a photo of the new basketball floor at Portland High School which incorporated an image of Portland's historic bridge.

Under Council Comments, Mayor Barnes read aloud Eagle Scout proclamations that will be presented to both Caiden Pelc and Isaiah Pelc.

Council Member Sheehan provided further information on the projects that each of them completed in order to earn their Eagle Scout designations.

Mayor Barnes thanked DDA Director ConnerWellman for all of her efforts on the Toan Park Improvement Project.

Mayor Pro-Tem VanSlambrouck announced that Ionia County Central Dispatch has named a new director. Lance Langdon brings a lot of experience to the department.

Mayor Pro-Tem VanSlambrouck also noted that VFW meal nights will begin with a Burger Night on September 10, 2021.

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

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 7:38 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the August 16, 2021 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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

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

Presentation - DDA Director ConnerWellman provided her report on downtown activities and presented information on the Toan Park Revitalization Project

First Reading of Ordinance 175QQ to revise Division 8, O-R Office/Research Form-Based District, Section 42-280 of the Code of Ordinances for the property located at Cutler Rd. and Grand River Ave.

Approval of Resolution 21-43 to confirm the Mayor’s appointments to City Boards and Commissions.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:38 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
GRANGER	00175	REFUSE - REFUSE	12,755.14
STAR THOMAS	01654	AUG 2021 PHONE BILL REIM - POLICE	40.00
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	8,258.00
KENDALL ELECTRIC	00225	REPLACEMENT LIGHTS - ELECTRIC	103.31
CULLIGAN	02130	WATER CITY HALL - GEN	7.50
DAN SCHNEIDER	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	22.23
PURITY CYLINDER GASES, INC.	00380	OXYGEN, USP, GAS, HAZ MAT FEE - AMB	64.30
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	19.30
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	348.71
TRUCK & TRAILER	00461	FLATBED/HOIST INSTALL - MTR POOL APPR RES 21-04	11,907.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	314.22
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	244.98
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	79.98
WINZER CORPORATION	01686	SUPPLIES - MTR POOL	144.19
FLEIS & VANDENBRINK	00153	WTR SYS ASSESS RESPON PLAN 50% COMPLT - WATER,	6,000.00
USA TODAY NETWORK	02501	COUNC MEET SYNOPSIS, PUB HEAR NOTICE ZONING - G	256.00
LITE'S PLUS	00243	STR LIGHT REPLACEMENT - ELECTRIC	389.70
AMERICAN PUBLIC POWER ASSOC	01446	APPA SAFETY MANUALS - ELECTRIC	304.66
VISCO	00793	STR LIGHT GLOBE REPLACEMENT - ELECTRIC	860.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	94.71
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	242.82
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	15.87
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	18.45
CONSUMERS ENERGY	00095	GAS SERVICE - WW	186.80
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.48
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	15.00
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	15.00
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	17.96
DICKINSON WRIGHT PLLC	02244	JULY 2021 LEGAL SVCS - GEN, ELEC, CODE, ECON DE	1,995.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	347.33
GREATAMERICA FINANCIAL SVCS	02664	FOLDING MACHINE PYMT - GEN, RES 21-21	428.80

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ED LEIK	MISC	VINYL SIGN "WOODPECKER" RCP - COMM PROMO	151.99
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICAL EMT S BASEL - AMB	176.00
COOK BROS EXCAVATING	00101	STONES, FILL DIRT - COMM PROMO	469.58
BRENT LISTERMAN	02519	GUN CLUB MEMBERSHIP REIM - POLICE	75.00
JEREMY KAUFFMAN	02547	TECH RECERT FEE - POLICE	5.00
TRUCK & TRAILER	00461	REPAIRS TO #948 - MTR POOL	294.57
MODEL FIRST AID SAFETY/TRAINING	00313	RE STOCK FIRST AID BOX - MTR POOL	83.22
STATE OF MICHIGAN	00428	STATE TAPE 2019 - INCOME TAX	514.80
BERTMAN TOOLS LLC	02430	NITRILE GLOVES - WATER	25.00
STATE OF MICHIGAN	00428	GRAND RIVER SM URBAN - MAJ STS	74,193.03
STATE OF MICHIGAN	00428	GRAND RIV BRIDGE AVE - MAJ STS	2,084.94
KENDALL ELECTRIC	00225	1 1/4" CONDUIT 300' - ELECTRIC	671.79
LITE'S PLUS	00243	LED LIGHTS - ELECTRIC	389.70
349 WATER LLC	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	66.56
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	5,000.35
FAMILY FARM & HOME	01972	WEED CONTROL - ELECTRIC	155.96
FAMILY FARM & HOME	01972	PAINT, MIG WIRE, SUPPLIES - ELECTRIC	56.67
KENDALL ELECTRIC	00225	1" PVC CONDUIT - ELECTRIC	466.22
KENDALL ELECTRIC	00225	CREDIT TRUE UP - ELECTRIC	23.53
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	96.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	280.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	300.00
PETERSEN OIL & PROPANE	02534	119 GAL DIESEL - MTR POOL	313.07
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY LABOR & PARTS - CITY HALL	867.32
FLEIS & VANDENBRINK	00153	GEN SVCS, DDA PROP ACQUIST ASSIST - ECON DEV	1,551.75
JOHN DEERE FINANCIAL	01818	VAR PURCHASES - VAR DEPTS	966.28
FP MAILING SOLUTIONS	01758	MAIL METER RENTAL - GEN	636.00
OTIS ELEVATOR	00970	ELEVATOR CONTRACT MAINT 9/1-11/30 - CITY HALL	632.64
FOSTER BLUE WATER OIL, LLC	02301	MOTOR FUEL TANK FILL - PARKS, CEM	605.58
FAMILY FARM & HOME	01972	GLOVES/SPRAY WAND - PARKS, CEM	32.48
FAMILY FARM & HOME	01972	WEED KILLER - PARKS, CEM	106.98

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FAMILY FARM & HOME	01972	GLOVES, PLUMBING SUPPLIES - PARKS, CEM	19.97
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	665.00
CULLIGAN	02130	WATER - PARKS, CEM	27.00
OFF AND RUNNING PAINTING	MISC	BALANCE DUE PAINTING OF LIGHT POSTS - PARKS, C	1,850.00
KEUSCH SUPER SERVICE	00228	BRAKE INSPECT AMB#43 - AMB	268.93
STAR THOMAS	01654	REIM - POLICE	149.00
KEUSCH SUPER SERVICE	00228	CAR MAINTENANCE - POLICE	740.92
KEUSCH SUPER SERVICE	00228	OIL CHANGE, WIPERS - POLICE	328.93
MHR BILLING	01780	JULY 2021 BILLING - AMB	946.00
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES - VAR DEPTS	136.82
RESCO	00392	CABLE - ELECTRIC	850.00
PLUMMERS ENVIRONMENTAL SERVICES	IN02687	CLEANING OF CANAL ST WET WELL - WW	553.50
PREMIER SAFETY	02465	SEMI ANNUAL CALIBRATION OF GAS METER - WW	233.90
HAMMERSMITH EQUIPMENT COMPANY	00183	2 CAPS FOR TRASH PUMP - WW	17.50
MODEL FIRST AID SAFETY/TRAINING	00313	SAFETY SUPPLIES - ELECTRIC	153.85
MENARDS	00260	RAILING SUPPLY - ELECTRIC	157.21
MARC'S MARINE	01867	PROPELLERS - ELECTRIC	160.00
GREAT LAKES JANITORIAL SERVICES	02654	OFFICE CLEANING - ELECTRIC	140.00
FAMILY FARM & HOME	01972	PAINT & SCREWS FOR SAFETY RAILING - ELECTRIC	29.66
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REV SHARING MAY-JUNE 2021-COMM	6,414.20
FAMILY FARM & HOME	01972	GLOVES - WATER	13.99
SPARROW IONIA OCCUP HEALTH SERVICE	02275	DOT PHYSICAL C TEACHOUT - ELELCTRIC	100.00
FAMILY FARM & HOME	01972	ENGINE REPAIR SUPPLIES - ELECTRIC	5.58
FAMILY FARM & HOME	01972	TOOLS - ELECTRIC	65.98
CULLIGAN	02130	4X WATER - POLICE	22.00
STATE OF MICHIGAN	00428	BOILER/HOT WATER HEATER INSP CERT - CITY HALL	120.00
PLB PLANNING GROUP LLC	02504	CONSULTING SVC DRAFT ORDINANCE - CODE	3,992.50
EMILY BINKOWSKI	MISC	LEIK GROVE EXPENSES - COMM PROMO	200.00
CULLIGAN	02130	2X WATER CITY HALL - GEN	14.00
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	805.81
MARTIN WELDING	MISC	REPAIR LOADER BUCKET - MTR POOL	580.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STAR THOMAS	01654	OFFICE CABINETS, RECRUIT FLYERS REIM - POLICE,	886.35
STRYKER	02688	FIRST PYMT OF 5, MONITORS - AMB	19,893.58
CULLIGAN	02130	WATER - PARKS, CEM	20.50
CHRISTOPHER ROOF	MISC	REIM FOR TOT SOCCER BALL - REC	274.80
PORTLAND PUBLIC SCHOOLS	00370	TOT SOCCER INSTRUCT SVCS - REC	630.00
ED FILTER	00540	OFFICIAL - REC	28.00
ED MOFFATT	00580	OFFICIAL - REC	56.00
BRIAN RUSSELL	00593	OFFICIAL - REC	308.00
SHANE COOK	02511	OFFICIAL - REC	18.00
MATTIE HONSOWITZ	02665	OFFICIAL - REC	18.00
KATELYN RUSSELL	02457	OFFICIAL - REC	9.00
JORGEN SONDAY	02675	OFFICIAL - REC	9.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	72.00
Total:			\$178,790.93

**BI- WKLY
WAGE REPORT
August 23, 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.	9,701.21	38,781.52	2,159.84	10,900.01	11,861.05	49,681.53
ASSESSOR	-	-	-	-	-	-
CEMETERY	4,934.51	20,077.77	449.79	5,424.60	5,384.30	25,502.37
POLICE	14,978.13	69,646.00	2,953.66	14,894.05	17,931.79	84,540.05
CODE ENFORCEMENT	426.70	1,637.35	31.66	171.24	458.36	1,808.59
PARKS	3,676.97	16,909.11	354.14	2,251.07	4,031.11	19,160.18
INCOME TAX	2,348.67	9,354.64	605.55	2,690.95	2,954.22	12,045.59
MAJOR STREETS	2,250.94	11,001.25	484.16	3,851.22	2,735.10	14,852.47
LOCAL STREETS	3,472.93	12,006.28	837.43	4,778.80	4,310.36	16,785.08
RECREATION	325.83	1,297.81	40.83	294.08	366.66	1,591.89
AMBULANCE	13,836.44	53,715.70	2,107.67	8,892.68	15,944.11	62,608.38
DDA	2,385.71	9,966.10	340.88	1,584.50	2,726.59	11,550.60
ELECTRIC	24,640.47	84,633.04	5,460.06	29,410.40	30,100.53	114,043.44
WASTEWATER	7,507.57	30,909.85	1,133.12	8,989.30	8,640.69	39,899.15
WATER	6,557.14	25,158.39	1,607.87	8,171.03	8,165.01	33,329.42
MOTOR POOL	435.50	2,029.68	79.94	537.64	515.44	2,567.32
TOTALS:	97,478.72	387,124.49	18,646.60	102,841.57	116,125.32	489,966.06

**BI-WEEKLY
WAGE REPORT
September 6, 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.	9,721.01	38,801.32	3,297.38	12,037.55	13,018.39	50,838.87
ASSESSOR	-	-	-	-	-	-
CEMETERY	4,506.22	19,649.48	2,165.51	7,140.32	6,671.73	26,789.80
POLICE	14,611.87	69,279.74	3,880.95	15,821.34	18,492.82	85,101.08
CODE ENFORCEMENT	-	1,210.65	-	139.58	-	1,350.23
PARKS	3,353.96	16,586.10	624.40	2,521.33	3,978.36	19,107.43
INCOME TAX	2,348.70	9,354.67	742.01	2,827.41	3,090.71	12,182.08
MAJOR STREETS	1,578.37	10,328.68	820.63	4,187.69	2,399.00	14,516.37
LOCAL STREETS	2,617.44	11,150.79	1,670.48	5,611.85	4,287.92	16,762.64
RECREATION	325.85	1,297.83	106.43	359.68	432.28	1,657.51
AMBULANCE	15,438.95	55,318.21	2,729.44	9,514.45	18,168.39	64,832.66
DDA	2,388.10	9,968.49	450.14	1,693.76	2,838.24	11,662.25
ELECTRIC	23,310.62	83,303.19	9,131.29	33,081.63	32,441.91	116,384.82
WASTEWATER	8,517.87	31,920.15	3,317.68	11,173.86	11,835.55	43,094.01
WATER	7,260.74	25,861.99	3,113.44	9,676.60	10,374.18	35,538.59
MOTOR POOL	518.92	2,113.10	174.33	632.03	693.25	2,745.13
TOTALS:	96,498.62	386,144.39	32,224.11	116,419.08	128,722.73	502,563.47

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 09/02/2021
MEETING DATE 09/07/2021

Fund	Description	Beginning Balance 08/12/2021	Total Cash in	Total Cash out	Cash Balance 09/02/2021	Time Certificates	Ending Balance 09/02/2021
101	GENERAL FUND	1,677,758.49	292,368.92	(214,889.39)	1,755,238.02	235,000.00	1,990,238.02
105	INCOME TAX FUND	112,056.34	21,316.68	(28,308.56)	105,064.46	10,000.00	115,064.46
150	CEMETERY PERPETUAL CARE FUND	61,172.51	-	-	61,172.51		61,172.51
202	MAJOR STREETS FUND	348,633.28	85,301.07	(21,615.02)	412,319.33		412,319.33
203	LOCAL STREETS FUND	182,337.80	25,445.89	(16,822.02)	190,961.67		190,961.67
208	RECREATION FUND	44,812.05	5,609.59	(2,528.53)	47,893.11		47,893.11
210	AMBULANCE FUND	185,593.94	41,767.69	(40,813.67)	186,547.96		186,547.96
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	753,480.78	3,023.78	(138,721.86)	617,782.70		617,782.70
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	13,976.37	11,834.51	(98.89)	25,711.99		25,711.99
582	ELECTRIC FUND	1,903,085.88	475,318.98	(344,296.09)	2,034,108.77	530,000.00	2,564,108.77
590	WASTEWATER FUND	(102,093.90)	108,313.52	(105,374.85)	(99,155.23)		(99,155.23)
591	WATER FUND	186,108.36	87,111.84	(48,648.68)	224,571.52	420,000.00	559,905.61
661	MOTOR POOL FUND	241,926.88	21,209.77	(17,237.34)	245,899.31		245,899.31
703	CURRENT TAX FUND	125,035.81	499,143.29	(157,787.42)	466,391.68		466,391.68
	TOTAL - ALL FUNDS	5,737,246.84	1,677,765.53	(1,137,142.32)	6,277,870.05	1,195,000.00	7,388,204.14
					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	603,629.47	603,629.47
					ELECTRIC-PRIN & INT ESCROW	150,153.95	150,153.95
					WASTEWATER DEBT ESCROW	325,071.09	325,071.09
					WASTEWATER REPAIR ESCROW	201,572.31	201,572.31
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	91,915.91	91,915.91
							9,684,511.09

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

STATEMENT		PAGE 1	
Customer Name		CITY OF PORTLAND	
Customer Account Number		MDOT00282	
Statement Closing Date		08-04-21	
AR Dept/BPRO		591:ACT51	
Due Date		09-03-21	
Amount Enclosed			

Remit to:
 State of Michigan
 Attn: Finance Cashier
 P.O. Box 30648
 Lansing MI 48909

Bill to:
 CITY OF PORTLAND
 PORTLAND CITY TREASURER
 259 KENT STREET
 PORTLAND MI 48875

Payment Method: Check Money Order
 Please write Customer Account No. on front of Check or Money Order.
 DO NOT MAIL CASH

Please check if address has changed. Write correct address on back of stub and attach with payment.

Please detach the above stub and return with your remittance payable to Dept. of Transportation

Transportation



ORIGINAL

Customer Account Number	MDOT00282	Statement Closing Date	08-04-21
Customer Name	CITY OF PORTLAND	IF YOU HAVE ANY QUESTIONS, PLEASE CALL	

Current Period Charges

Description	Date	Transaction ID	Charges
Payment - Thank you	07-26-21	CACR591210000005885	\$152,727.41
Payment - Thank you	07-26-21	CACR591210000005890	\$1,443.54
Payment - Thank you	07-26-21	CACR591210000005890	\$1,069.50
-	07-30-21	CARE1591REIM21001418	\$1,506.59
-	07-30-21	CARE1591REIM21001418	\$578.35
-	07-30-21	CARE1591REIM21001418	\$63,934.29
-	07-30-21	CARE1591REIM21001418	\$10,258.74

Important Customer Information

CONTACT :	591
-----------	-----

MDOT
 Michigan Department of Transportation
 Statement Date: 08/10/2021

MDOT00282 - CITY OF PORTLAND

Program: 133006CON
 Federal Project: 1901136
 Description: E Grand River Resurfacing;Cutler Road to Rowe Avenue

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description				
A00056	81.85	2019-5487				
			Current Budget	Cash Expenditures	Collected	Balance Due
Federal			374,836.30	374,836.30		
Local			161,751.20	172,009.94	97,816.91	74,193.03

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description				
A00056	81.85					
			Current Budget	Cash Expenditures	Collected	Balance Due
Federal			163.70	85.05		
Local			36.30	18.87	0.00	0.00

Program: 202403CON
 Federal Project:
 Description: W Grand River Miscellaneous Bridge Capital Preventative Maintenance;Grand River Avenue over Grand River, Str# 4105, City of Portland

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description				
A00132		2020-5244 PORTLAND				
			Current Budget	Cash Expenditures	Collected	Balance Due
State/Other			524,920.41	535,909.16		
Local			27,627.39	28,205.74	26,120.80	2,084.94

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description				
A00132						
			Current Budget	Cash Expenditures	Collected	Balance Due
State/Other			190.00	49.36		
Local			10.00	2.60	0.00	0.00

MDOT
Michigan Department of Transportation
Statement Date: 08/10/2021

Vendor Code	Vendor Legal Name	Vendor Alias/DBA Name
MDOT00282	CITY OF PORTLAND	

Instruction: Instruction: Remit this listing of Balance Due by Program with the payment. Payments will be applied to all programs with a balance due, unless otherwise noted.

Statement Date: 08/10/2021

- Pay in Full (default if neither box is checked)
 Manual allocation specified by Program in Paid Amount below

Remittance information:
State of Michigan
Attention: Finance Cashier
P.O. Box 30648
Lansing, MI 48909

Program	Balance Due
133006CON -	74,193.03
202403CON -	2,084.94

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

Held on Wednesday, July 26, 2021
In the Council Chambers at City Hall

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

Members Absent: Gorman

Staff: DDA Director ConnerWellman; City Clerk Miller

Guests: None

Chair Grimminck called the meeting to order at 7:04 P.M.

Motion by Barnes, supported by Madarang, to approve the agenda with the addition to add a motion for Fabiano's Property Donation under Old Business.
All in favor. Adopted.

There was no Public Comment.

Motion by Antaya, supported by Williamson, to approve the minutes of the June 30, 2021 with revisions submitted to City Clerk Miller as noted by Mayor Barnes.
All in favor. Adopted.

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

Under Team Reports, Mayor Barnes stated the Organization & Marketing Team has had a lot of great discussion about the Toan Park Revitalization Project regarding when to hold and the logistics surrounding the grand opening. Other topics have included Two Rivers Marketplace, events for the rest of the year, and possible sponsorship for the next year's fireworks.

Chair Grimminck stated the Design Team has been considering a request to allow flags on the sides of downtown buildings. At this time, they feel there is not enough sidewalk space. This may be a consideration after the Kent Street Improvement Project is complete and new streetscaping is in place.

Under Old Business, Director ConnerWellman noted that she has received the Agreement & Conflict of Interest Annual Update Forms from all members.

Director ConnerWellman presented information on Bill Fabiano's offer of donating the property adjacent to his restaurant to the DDA. She stated that the City's engineers have done a preliminary evaluation of the property. A Phase I Environmental Study is needed which will cost \$2,400. The preliminary investigation does not show any underground tanks registered with the State of Michigan. If nothing is found in the Phase I Environmental Study then that may be all that is needed. If problems are found the engineers do not believe the DDA would have a

problem getting funding through EGGLE to address them. At this point, the engineers do not see a problem with the City accepting the property. The retaining wall along the river appears to be stable at this point.

Mr. Fabiano has noted his preference that the property be made into green space and the City Christmas tree be placed there.

Motion by Williamson, supported by Barnes, to move forward with the Phase I Environmental Study and Phase II if needed at a cost up to \$15,000.00.

All in favor. Adopted.

Director ConnerWellman provided an update on the Toan Park Improvement Project. The project is expected to be complete mid-September.

Under New Business, the Election of Officers was held.

Motion by Hengesbach, supported by Antaya, to keep the same as officers with Madarang to be the Vice Chair.

All in favor. Adopted.

Director ConnerWellman noted the Bi-Annual DDA-TIF Public Meeting will be held at the September 27, 2021 Board Meeting.

Under the Director Report, Director ConnerWellman presented the July 2021 Director's Report.

Under Board Member Comments, Member Briggs noted the Community Orchestra is meeting to start playing again and that Monday Night meals at the Congregational Church will resume in September.

Motion by Madarang, supported by Williamson, to adjourn the meeting at 7:40 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

August 20, 2021
July 1-31, 2021

Kwh Consumed	3,709,319
DIESEL PRODUCTION	0
HYDRO GENERATION	162,432

Total Kwh Purchased	3,546,887	Total Dollars Paid	\$ 240,492.52
----------------------------	------------------	---------------------------	----------------------

Kwh Billed

Residential	1,927,006
Commercial	854,591
Large General	794,020
City St. Lites Metered	22,810
St. Lites Unmetered	
Rental Lights	
Demand	1,959
Total Kwh Billed	3,600,386

Dollars Billed

PCA Billed	\$ (858.24)
Residential	\$ 235,419.44
Residential EO Charge	\$ 3,430.48
Geothermal Discount	\$ -
Commercial	\$ 107,339.52
Commercial/LG EO Charge	\$ 2,417.28
Large General	\$ 66,975.32
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 1,968.94
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 227.84
Demand	\$ 15,601.98
Tax	\$ 16,527.17
Total Dollars Billed	\$ 450,611.18

Arrears after billing	\$ (946.01)
Penalties Added	\$ 2,512.17
Arrears end of month	\$ 28,660.48
Fuel Cost Billed	\$ 64,744.60
Amount Collected	\$ 391,946.21
Total Adjustments	\$ 1,521.65

Power Cost Adj. -0.0024

Residential Customers	2,244
Commercial Customers	332
Large General	15
Total Customers	2,591

08/09/21



CITY OF PORTLAND
August-21

WATER DEPARTMENT REPORT

MONTH	Jul-21	PERIOD COVERED	July 1-31, 2021
Customers Billed		Penalties Added	\$ 498.34
City	1,880	Dollars Collected	\$ 69,562.87
Rural	24	Arrears at end of Month	\$ 4,260.88
Total Customers	1,904	Adjustments	\$ 299.69
		Gallons Pumped	12,378,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	11,676,774		\$ 71,096.70
Rural	228,248		\$ 2,474.70
Total	<u>11,905,022</u>		<u>\$ 73,571.40</u>

SEWER DEPARTMENT REPORT

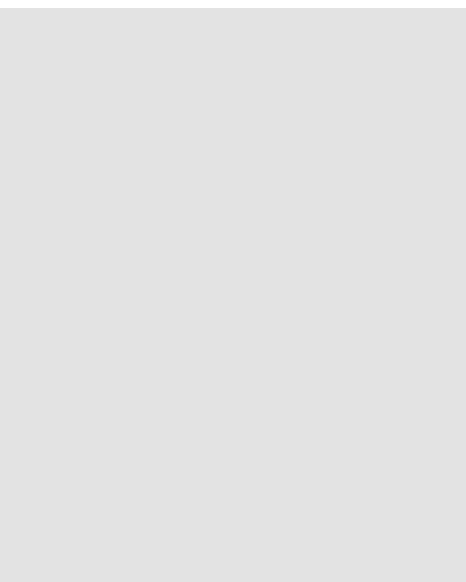
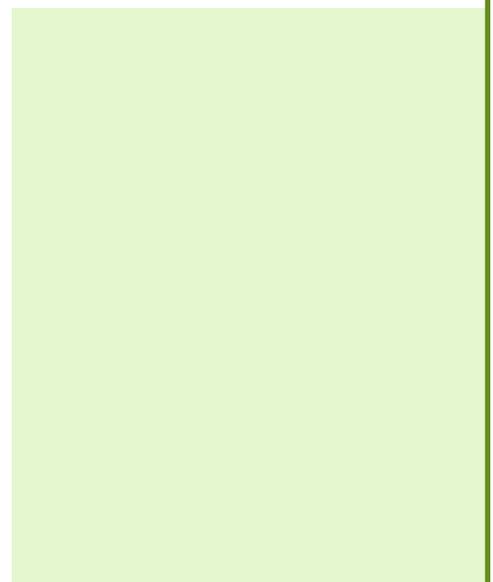
Customers Billed	1,817	Dollars Billed	\$83,606.67
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 83,606.67
Penalties Added	\$ 658.69		
Dollars Collected	\$ 83,048.06		
Arrears at end of Month	\$ 5,768.83		
Adjustments	\$ 409.06		
Gallons Treated per Million	7.452		





The City of Portland Operations & Maintenance Report

July 2021





August 16, 2021

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

RE: July 2021 Monthly Operation Report

Dear Mr. Gorman:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of July 2021. We will submit future progress reports on a monthly basis for your review.

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 517.977.6107.

Sincerely,

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.

A handwritten signature in black ink, appearing to read 'Chris Munson', with a long horizontal line extending to the right.

Chris Munson
Sr. Project Manager

2960 Lucerne Drive SE, Suite 100
Grand Rapids, MI 49546
P: 616.588.2900
F: 616.977.1005

CONTENTS

ADMINISTRATIVE	2
Action Items.....	2
WASTEWATER MAINTENANCE	2
Operations	2
WORK PERFORMED ON THE COLLECTION SYSTEM	2
Emergency Alarm Call- Outs.....	2
Daily Flow Summary.....	3

APPENDIX “A” MONTHLY OPERATING REPORT

APPENDIX “B” COMPLETED WORK ORDERS

ADMINISTRATIVE REPORT

ADMINISTRATIVE

The July 2021 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The average influent flow was 336,000 gallons per day. The daily maximum influent flow was 399,000 gallons which occurred on July 1, 2021. The Monthly Operating Report (MOR) is in [Appendix A](#).

ACTION ITEMS

- **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 July 2021 in accordance with the computerized maintenance management system (CMMS.) The completed July 2021 work orders can be viewed in [Appendix C](#).

- Staff removed and cleaned the solenoid valves on the mechanical fine screen because they were not operating properly.
- TH Eifert was on site to replace the influent gate valve that was damaged during the 2019 ice jam.
- City staff and FVOP installed a new "Y" strainer on the thickeners polymer system to reduce clogging caused by effluent solids on July 22, 2021.
- Staff performed the annual maintenance on the West Ferrous Bulk Tank.
- The submersible pump #2 at Canal Street Lift Station was running more hours per day than normal so we scheduled for it to be pulled from the wet well and inspected. We found the pump's impeller was broken and the volute had three (3) inch diameter rock inside of it. We have ordered a new impeller and will reinstall pump upon receiving the new impeller and wet end for the pump.

OPERATIONS

- FVOP is drafting the Facility Monitoring Plan (FMP) that EGLE is requiring be submitted within thirty (30) days of the NPDES Permit renewal.
- FVOP is reviewing, updating and revising the Quality Assurance & Quality Control (QA/QC) Program and the laboratory Standard Operating Procedures (SOPs) as the new spectrometer was put into service to analyze ammonia nitrogen and total phosphorus.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during July 2021:

- Several Miss Digs were completed.
- Approximately 2,275 feet of sanitary sewer main was cleaned. All areas cleaned are considered problem areas.

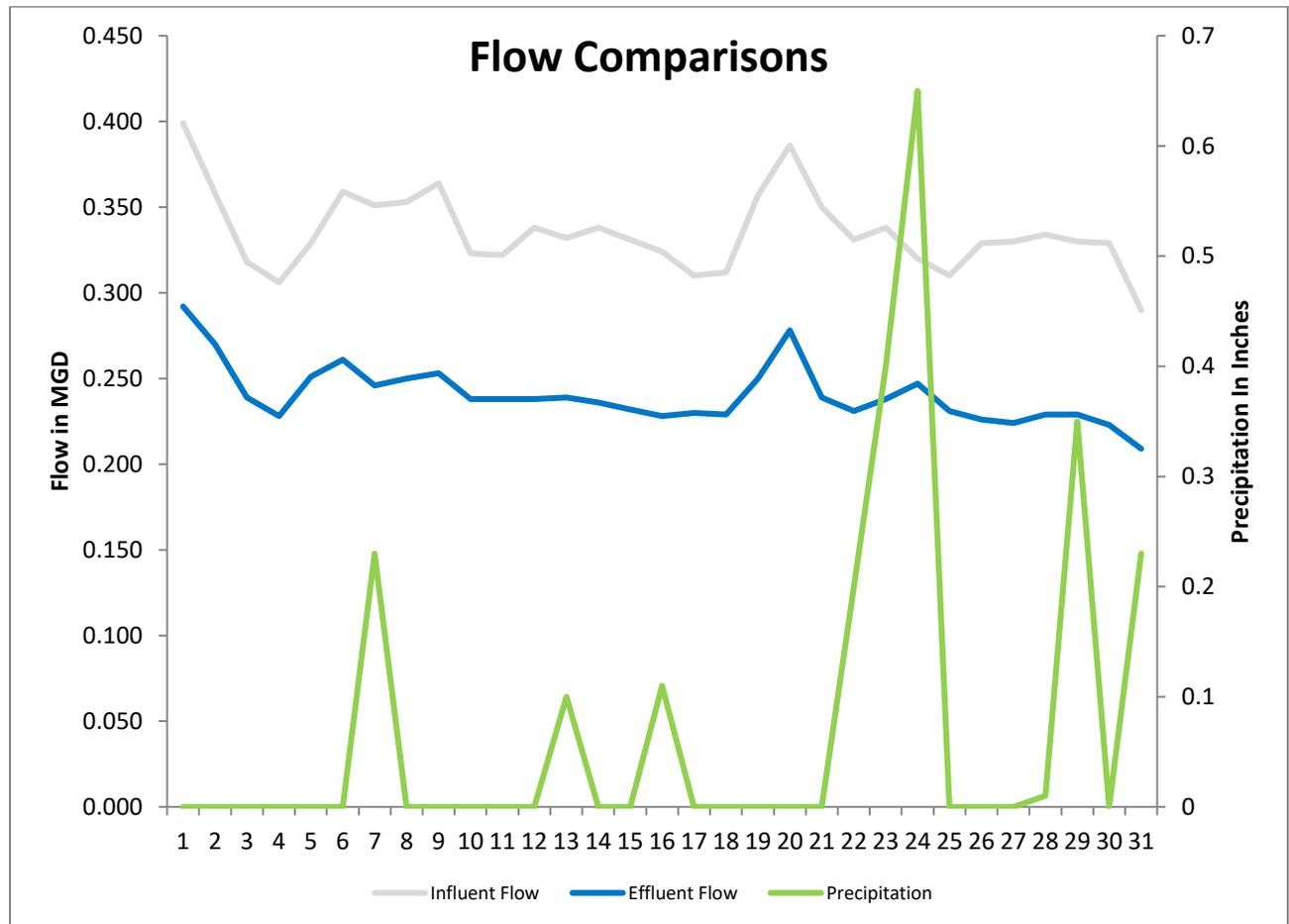
EMERGENCY ALARM CALL- OUTS

There were two (2) after-hours emergency call outs during July 2021.

- Staff received an alarm for an Influent Pump #3 failure at 10:30 PM on July 7, 2021. Upon arrival staff determined the pump's VFD was in fault due to high amperage. For safety, the pump wasn't removed and unclogged until the next day when an additional operator would be on site.
- Staff received an alarm for a Blower #2 failure 10:30 P.M on July 9, 2021. Upon arrival staff determined the blower's VFD was in fault due to a phase output loss. The blower oil level and belts were inspected and VFD alarm was reset. The plant operations were also checked over before departing.

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 July 2021. The average influent flow during the period was 336,000 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 2.28 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX “A”



City of Portland, Michigan

July 2021

FINAL EFFLUENT

DAY	CBOD -5					T.S.S					V.S.S			TOTAL PHOSPHORUS			pH	DO	FECAL		AMMONIA	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	NITROGEN		
		7-day		7-day	Rem.		7-day		7-day	Rem.				Rem.			cts/100 ml	7-day	mg/l	lbs/day		
		Avg		Avg			Avg		Avg									GEO				
1																						
2																						
3																						
4																						
5	2.3		4.8		99	3.2		6.7		98	2.0	0.747	1.6	86	7.3	5.3	140					
6	2.3		5.0		99	1.2		2.6		99	0.4	0.642	1.4	90	7.3	5.1	148		1.12	2.7		
7	2.2	2.3	4.5	4.8	99	2.8	2.4	5.7	5.0	98	1.2	0.725	1.5	86	7.2	5.1	192	158				
8		2.3		4.8			2.4		5.0									158				
9		2.3		4.8			2.4		5.0									158				
10		2.3		4.8			2.4		5.0									158				
11		2.3		4.8			2.4		5.0									158				
12	2.6	2.4	5.2	4.9	99	1.2	1.7	2.4	3.6	99	0.4	0.915	1.8	86	7.2	5.6	4	48	0.51	1.2		
13	2.4	2.4	4.8	4.8	99	2.4	2.1	4.8	4.3	98	1.2	0.635	1.3	88	7.2	5.8	5	16				
14	2.1	2.4	4.1	4.7	99	2.8	2.1	5.5	4.2	98	1.6	0.708	1.4	88	7.1	5.9	70	11				
15		2.4		4.7			2.1		4.2									11				
16		2.4		4.7			2.1		4.2									11				
17		2.4		4.7			2.1		4.2									11				
18		2.4		4.7			2.1		4.2									11				
19	3.0	2.5	6.3	5.1	99	6.0	3.7	12.5	7.6	98	4.0	0.541	1.1	90	6.9	5.8	84	31	0.11	0.3		
20	2.1	2.4	4.9	5.1	99	4.0	4.3	9.3	9.1	98	1.6	0.712	1.7	86	6.9	6.0	24	52				
21	2.4	2.5	4.8	5.3	99	3.2	4.4	6.4	9.4	99	2.4	0.524	1.0	91	6.8	5.9	3	18				
22		2.5		5.3			4.4		9.4									18				
23		2.5		5.3			4.4		9.4									18				
24		2.5		5.3			4.4		9.4									18				
25		2.5		5.3			4.4		9.4									18				
26	3.0	2.5	5.7	5.1	99	4.8	4.0	9.0	8.2	98	3.6	0.364	0.7	93	7.1	5.4	20	11				
27	2.6	2.7	4.9	5.1	99	7.2	5.1	13.5	9.6	97	5.6	0.695	1.3	88	6.6	5.6	18	10	4.70	10.8		
28	2.5	2.7	4.8	5.1	99	2.8	4.9	5.3	9.3	99	1.6	0.941	1.8	83	7.2	5.8	14	17				
29		2.7		5.1			4.9		9.3									17				
30		2.7		5.1			4.9		9.3									17				
31		2.7		5.1			4.9		9.3									17				
M/M																						
TL																						
GA																						
ME	2.5		5.0		99	3.5		7.0		98	2.1	0.68	1.4	88		5.6	27.3		1.6	3.8		
WGA																						
WA																						
M/M = Maximum/Minium; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weighed Avg.																						
REMARKS:																						

Total pounds are the multiplication of the monthly average by the number of days in the month.

City of Portland, MI

July 2021

ACTIVATED SLUDGE

DAY	Aeration Volume	Detent. Time	CRT Days	Organic Loading	MLSS	MLVSS	SETT.	SVI	DO	AIR SUPPLY	RASS	RASVS	WAS	WAS	Return Flow
	KCF	Hours		F/M	mg/l	mg/l	%		mg/l	CuFt./D	g/100 ml	g/100 ml	gal	lbs	(RAS)
1	24	6.0	6.1		2803		34	121	2.9	1.44	0.3860		21.20	683	0.312
2	24	6.7	12.5		2767		33	119	2.5	1.44	0.4713		8.40	330	0.285
3	24	7.4	10.5		3117		35	112	2.6	1.44	0.6344		8.41	445	0.259
4	24	7.7	6.3		3126		38	122	3.1	1.44	0.9251		9.56	738	0.251
5	24	7.2	13.5	0.28	2996	2320	39	130	2.8	1.44	0.4740	0.3717	8.40	332	0.269
6	24	6.7	6.2	0.22	3173	2414	40	126	2.8	1.44	0.4354	0.3397	21.20	770	0.282
7	24	6.8	4.6	0.23	2785	2064	39	140	2.5	1.44	0.4755	0.3648	23.00	912	0.278
8	24	6.8	5.6		2801		39	139	2.9	1.44	0.4036		22.06	742	0.276
9	24	6.7	4.3		2660		34	128	2.3	1.44	0.4711		23.54	925	0.277
10	24	7.5	9.9		2490		28	112	2.7	1.44	0.4824		9.36	377	0.251
11	24	7.5	12.5		2791		32	115	2.4	1.44	0.4761		8.41	334	0.253
12	24	7.2	4.4	0.26	2857	2197	37	129	3.2	1.44	0.5222	0.4096	22.50	980	0.262
13	24	7.2	6.0	0.23	2694	2066	34	126	2.5	1.44	0.4028	0.3138	20.00	672	0.261
14	24	7.2	4.6	0.23	2908	2223	34	117	2.3	1.44	0.4809	0.3724	23.62	947	0.262
15	24	7.3	5.4		2578		31	120	2.3	1.44	0.3896		21.76	707	0.259
16	24	7.4	4.2		2686		31	115	2.2	1.44	0.6370		18.04	958	0.254
17	24	7.7	12.0		2506		32	128	2.3	1.44	0.4411		8.49	312	0.247
18	24	7.7	12.9		2754		33	120	2.3	1.44	0.4027		9.47	318	0.245
19	24	6.8	5.2	0.25	3040	2334	33	108	2.2	1.44	0.4469	0.3345	23.26	867	0.271
20	24	6.3	4.4	0.17	2694	2037	32	119	2.6	1.44	0.4659	0.3254	23.34	907	0.291
21	24	6.9	4.7	0.18	2936	2259	30	102	2.4	1.44	0.4806	0.3580	23.06	924	0.269
22	24	7.3	6.1		2670		27	101	2.5	1.44	0.4252		18.50	656	0.261
23	24	7.1	4.6		2596		29	112	2.7	1.44	0.4258		23.56	837	0.267
24	24	7.7	11.3		2579		27	105	2.8	1.44	0.4848		8.40	340	0.236
25	24	7.9	14.7		2684		31	115	2.7	1.44	0.3883		8.40	272	0.233
26	24	7.7	5.5	0.20	3024	2251	34	112	2.8	1.44	0.4455	0.3302	21.90	814	0.228
27	24	7.7	4.8	0.29	2863	2171	31	108	3.1	1.44	0.4546	0.3411	23.28	883	0.225
28	24	7.7	5.7	0.21	2910	2228	31	106	2.8	1.44	0.3928	0.2861	23.10	757	0.227
29	24	7.7	5.9		2873		30	104	2.1	1.44	0.3802		23.00	729	0.226
30	24	7.7	5.5		3034		32	105	2.0	1.44	0.4095		23.92	817	0.228
31	24	8.5	12.6		2767		29	105	2.1	1.44	0.4597		8.57	329	0.217
TL													539.71	20612	7.963
ME	24	7.3	7.5	0.23	2812	2214	33	117	2.6	1.44	0.4700	0.3456	17.41	665	0.257
	REMARKS:														

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

City of Portland, MI

July 2021

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	n		700	128				5	26.0
2	n		700	128				5	9.0
3	n		800	128				5	7.0
4	n		500	120				5	11.0
5	y		800	128	155	30	42	5	7.0
6	y		800	128				5	31.0
7	y		700	128				5	26.0
8	n		800	128				5	30.0
9	n		800	144				5	29.0
10	n		700	120				5	11.0
11	n		900	104	166	30	56	5	8.0
12	y		1000	120				12	26.0
13	y		700	120				12	26.0
14	y	54.0	900	128			33	12	31.0
15	n		600	120	150			12	22.0
16	n		900	128				12	22.0
17	n		700	136				12	7.0
18	n		800	136				12	9.0
19	y		900	128				12	30.0
20	y		600	128		223		12	26.0
21	n		700	128	168	6	60	12	29.0
22	n		700	128				12	22.0
23	n		700	128				12	25.0
24	n		600	136				12	8.0
25	y		300	136	28	20	33	12	9.0
26	y		1000	160	14			12	23.0
27	y		500	120		11	14	12	28.0
28	n		600	128				12	27.0
29	n		500	128				12	26.0
30	n		900	136	43	25	44	12	24.0
31	n	54.0	1700	112				12	8.0
TL		108.0	23500.0	3968	724	345	282	295	623.0
ME		54.0	758	128	103	49	40	10	20.1
	REMARKS:								

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

City of Portland, MI

July 2021

DIGESTER BIOSOLIDS

SF DAY	RAW SLUDGE					BIOSOLIDS							
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	
	Pumped	Total	% Vol.	Loading			TEMP.				RATIO	SOLIDS	
	gal	Solids	Solids	lbs/1000 cuft.		C.	C.		%	%		REDUCTION	
1	3874												
2	1059												
3	1059												
4	1423												
5	1755												
6	4086												
7	4298	7.7	78		6.9	22.0	29.6	6.9	1.8	69	0.06	37	
8	4268												
9	3844												
10	1453												
11	999												
12	3178												
13	2573												
14	5266	6.8	78	0.15	7.0	21.4	29.3	7.0	1.5	66		45	
15	3299												
16	2754												
17	1120												
18	938												
19	3904												
20	4419												
21	3541	7	73	0.10	6.8	22.4	30.8	6.8	1.6	64	0.09	34	
22	2724												
23	3511												
24	817												
25	878												
26	2936												
27	3269												
28	3299												
29	2663												
30	3571												
31	1120												
TL	83897												
ME	2734	7.2	76	0.12	6.9	21.9	29.9	6.9	1.6	66		39	
	REMARKS:	Loading Rate = .02 -.10 lb/cu. ft.											

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

July 2021

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	5863							0.0					
2	2132							0.0					
3	0							0.0					
4	0							0.0					
5	0							0.0					
6	4264							0.0					
7	1332.5							0.0					
8	4797							0.0					
9	1599							0.0					
10	4264							0.0					
11	3997.5							0.0					
12	266.5							0.0					
13	3198							0.0					
14	3198							0.0					
15	3198							0.0					
16	2665							0.0					
17	2132							0.0					
18	1599							0.0					
19	2665							0.0					
20	6396							0.0					
21	0							0.0					
22	3198							0.0					
23	4797							0.0					
24	1865.5							0.0					
25	1865.5							0.0					
26	3731							0.0					
27	3731							0.0					
28	3464.5							0.0					
29	4264							0.0					
30	5863							0.0					
31	2132							0.0					
TL	82615							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	Equipment Number	Task	WO #	Type
7/1/2021 Note	Headworks Building Task complete	Weekly Headworks Housekeeping	3584.01	Scheduled
7/1/2021 Note	Digester Building Basement Task complete	Weekly Digester Building Housekeeping	3585.01	Scheduled
7/1/2021 Note	Ferrous Room Task complete	Weekly Ferrous Feed Room Housekeeping	3586.01	Scheduled
7/1/2021 Note	Aeration Tanks Task complete	Weekly Aeration & Diffuser Maintenance	3589.01	Scheduled
7/1/2021 Note	AT-101 Task complete	Weekly Surface Mixer Inspection & Maintenance	3590.01	Scheduled
7/1/2021 Note	Bathroom Task complete	Weekly Bathroom/Locker Room Housekeeping	3591.01	Scheduled
7/1/2021 Note	Secondary Clarifiers West & East Task complete	Secondary Clarifier Cleaning	3592.01	Scheduled
7/5/2021 Note	SB-201 Task complete	Weekly Composite Sampler Maintenance	3650.01	Scheduled
7/6/2021 Note	TB-100 Task complete	Weekly Thickener Building Housekeeping	3654.01	Scheduled
7/6/2021 Note	TB-104 Task complete	Weekly Charter Thckener Maintenance	3655.01	Scheduled
7/6/2021 Note	Tool Room Task complete	Weekly Storage Room.	3656.01	Scheduled
7/6/2021 Note	UIS Cruise Scada Alarm System Task complete	Weekly Alarm System Testing	3657.01	Scheduled
7/6/2021 Note	UV-100 Task complete	Weekly UV Maintenance	3658.01	Scheduled
7/8/2021 Note	Aeration Tanks Task complete	Monthly Hosing of the Aeration Tanks	3622.01	Scheduled
7/8/2021 Note	AT-101 Task complete	Monthly Anoxic Surface Mixer Maintenance	3623.01	Scheduled
7/8/2021 Note	SA-102 Task complete	Portland Monthly Emergency Lighting Checks	3625.01	Scheduled
7/8/2021 Note	SB-300 Task complete	Monthly Influent Pump Maintenance	3617.01	Scheduled
7/8/2021 Note	SB-301 Task complete	Monthly Influent Pump Maintenance	3617.02	Scheduled
7/8/2021 Note	SB-302 Task complete	Monthly Influent Pump Maintenance	3617.03	Scheduled
7/8/2021 Note	DB-200 Task complete	Weekly Gas Mixer Maintenance	3639.01	Scheduled
7/8/2021 Note	Gas Mixing Room Task complete	Weekly Gas Mixing Room Housekeeping	3640.01	Scheduled
7/8/2021 Note	Process Blowers Task complete	Weekly Grit & Aerartion Blower Maintenance	3641.01	Scheduled
7/8/2021 Note	GB-104 Task complete	Weekly Grit Classifier Maintenance	3642.01	Scheduled
7/8/2021 Note	Boiler Room Task complete	Boiler Room Housekeeping	3643.01	Scheduled
7/8/2021 Note	DB-301 Task complete	Weekly Inspection of the Sludge Recirculation Pumps	3644.01	Scheduled
7/8/2021 Note	Laboratory/ Office Task complete	Laboratory Housekeeping	3645.01	Scheduled

Completed Work Order Note Report

8/20/2021

Page 2 of 6

Completed	Equipment Number	Task	WO #	Type
7/8/2021	Laboratory QA/QC Program	Weekly Lab Analysis Checks	3646.01	Scheduled
Note	Task complete			
7/8/2021	SB-202	Weekly NP Booster System Maintenance	3647.01	Scheduled
Note	Task complete			
7/8/2021	LB-129	Weekly Vacuum Pump Maintenance	3648.01	Scheduled
Note	Task complete			
7/8/2021	GB-101	Weekly Fine Maintenance	3649.01	Scheduled
Note	Task complete			
7/8/2021	Service Building 1st Floor	Service Building 1st Floor Housekeeping	3651.01	Scheduled
Note	Task complete			
7/8/2021	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	3652.01	Scheduled
Note	Task complete			
7/8/2021	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	3653.01	Scheduled
Note	Task complete			
7/9/2021	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	3632.01	Scheduled
Note	Task complete			
7/9/2021	AT-101	Weekly Surface Mixer Inspection & Maintenance	3633.01	Scheduled
Note	Task complete			
7/9/2021	Bathroom	Weekly Bathroom/Locker Room Housekeeping	3634.01	Scheduled
Note	Task complete			
7/9/2021	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	3635.01	Scheduled
Note	Task complete			
7/9/2021	AT-105	Weekly D.O Sensor Maintenance	3636.01	Scheduled
Note	Task complete			
7/9/2021	FC-100	Weekly East & West Secondary Clarifier Maintenance	3637.01	Scheduled
Note	Task complete			
7/9/2021	LB-125	Weekly Eyewash & Shower Exercise	3638.01	Scheduled
Note	Task complete			
7/9/2021	LB-130	Total Phosphorus Calibration Curve	3618.01	Scheduled
Note				
7/12/2021	SB-201	Weekly Composite Sampler Maintenance	3682.01	Scheduled
Note	Task complete			
7/12/2021	Service Building 1st Floor	Service Building 1st Floor Housekeeping	3683.01	Scheduled
Note	Task complete			
7/12/2021	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	3684.01	Scheduled
Note	Task complete			
7/13/2021	GB-101	Monthly Fine Screen Maintenance	3629.01	Scheduled
Note	Task complete			
7/14/2021	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	3685.01	Scheduled
Note	Task complete			
7/14/2021	TB-100	Weekly Thickener Building Housekeeping	3686.01	Scheduled
Note	Task complete			
7/14/2021	TB-104	Weekly Charter Thckener Maintenance	3687.01	Scheduled
Note	Task complete			
7/14/2021	Tool Room	Weekly Storage Room.	3688.01	Scheduled
Note	Task complete			
7/14/2021	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	3689.01	Scheduled
Note	Task complete			
7/14/2021	UV-100	Weekly UV Maintenance	3690.01	Scheduled
Note	Task complete			

Completed Work Order Note Report

8/20/2021

Page 3 of 6

Completed	Equipment Number	Task	WO #	Type
7/15/2021	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	3626.01	Scheduled
Note	Task complete			
7/15/2021	GB-104	Monthly Grit Auger & Classifier Maintenance	3627.01	Scheduled
Note	Task complete			
7/15/2021	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	3672.01	Scheduled
Note	Task complete			
7/15/2021	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	3673.01	Scheduled
Note	Task complete			
7/15/2021	GB-104	Weekly Grit Classifier Maintenance	3674.01	Scheduled
Note	Task complete			
7/15/2021	Boiler Room	Boiler Room Housekeeping	3675.01	Scheduled
Note	Task complete			
7/15/2021	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	3676.01	Scheduled
Note	Task complete			
7/15/2021	Laboratory/ Office	Laboratory Housekeeping	3677.01	Scheduled
Note	Task complete			
7/15/2021	Laboratory QA/QC Program	Weekly Lab Analysis Checks	3678.01	Scheduled
Note	Task complete			
7/15/2021	SB-202	Weekly NP Booster System Maintenance	3679.01	Scheduled
Note	Task complete			
7/15/2021	LB-129	Weekly Vacuum Pump Maintenance	3680.01	Scheduled
Note	Task complete			
7/15/2021	GB-101	Weekly Fine Maintenance	3681.01	Scheduled
Note	Task complete			
7/16/2021	SB-104	Semi- Annual Grit Blower Maintenance	3283.01	Scheduled
Note	Task complete			
7/16/2021	TB-104	Monthly Thickener Maintenance	3630.01	Scheduled
Note	Task complete			
7/16/2021	LB-131	Monthly LB-131 Water Heater Maintenance	3631.01	Scheduled
Note	Task complete			
7/16/2021	Headworks Building	Weekly Headworks Housekeeping	3659.01	Scheduled
Note	Task complete			
7/16/2021	Digester Building Basement	Weekly Digester Building Housekeeping	3660.01	Scheduled
Note	Task complete			
7/16/2021	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	3661.01	Scheduled
Note	Task complete			
7/16/2021	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	3664.01	Scheduled
Note	Task complete			
7/16/2021	AT-101	Weekly Surface Mixer Inspection & Maintenance	3665.01	Scheduled
Note	Task complete			
7/16/2021	Bathroom	Weekly Bathroom/Locker Room Housekeeping	3666.01	Scheduled
Note	Task complete			
7/16/2021	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	3667.01	Scheduled
Note	Task complete			
7/16/2021	AT-105	Weekly D.O Sensor Maintenance	3668.01	Scheduled
Note	Task complete			
7/16/2021	FC-100	Weekly East & West Secondary Clarifier Maintenance	3669.01	Scheduled
Note	Task complete			
7/16/2021	LB-125	Weekly Eyewash & Shower Exercise	3670.01	Scheduled
Note	Task complete			

Completed	Equipment Number	Task	WO #	Type
7/16/2021	DB-200	Weekly Gas Mixer Maintenance	3671.01	Scheduled
Note	Task complete			
7/19/2021	Headworks Building	Weekly Headworks Housekeeping	3691.01	Scheduled
Note	Task complete			
7/19/2021	Digester Building Basement	Weekly Digester Building Housekeeping	3692.01	Scheduled
Note	Task complete			
7/19/2021	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	3693.01	Scheduled
Note	Task complete			
7/19/2021	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	3694.01	Scheduled
Note	Task complete			
7/19/2021	AT-101	Weekly Surface Mixer Inspection & Maintenance	3695.01	Scheduled
Note	Task complete			
7/19/2021	Bathroom	Weekly Bathroom/Locker Room Housekeeping	3696.01	Scheduled
Note	Task complete			
7/19/2021	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	3697.01	Scheduled
Note	Task complete			
7/19/2021	AT-105	Weekly D.O Sensor Maintenance	3698.01	Scheduled
Note	Task complete			
7/19/2021	FC-100	Weekly East & West Secondary Clarifier Maintenance	3699.01	Scheduled
Note	Task complete			
7/20/2021	LB-125	Weekly Eyewash & Shower Exercise	3700.01	Scheduled
Note	Task complete			
7/20/2021	DB-200	Weekly Gas Mixer Maintenance	3701.01	Scheduled
Note	Task complete			
7/20/2021	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	3702.01	Scheduled
Note	Task complete			
7/20/2021	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	3703.01	Scheduled
Note	Task complete			
7/20/2021	GB-104	Weekly Grit Classifier Maintenance	3704.01	Scheduled
Note	Task complete			
7/20/2021	Boiler Room	Boiler Room Housekeeping	3705.01	Scheduled
Note	Task complete			
7/20/2021	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	3706.01	Scheduled
Note	Task complete			
7/20/2021	Laboratory/ Office	Laboratory Housekeeping	3707.01	Scheduled
Note	Task complete			
7/20/2021	Laboratory QA/QC Program	Weekly Lab Analysis Checks	3708.01	Scheduled
Note	Task complete			
7/20/2021	SB-202	Weekly NP Booster System Maintenance	3709.01	Scheduled
Note	Task complete			
7/21/2021	LB-129	Weekly Vacuum Pump Maintenance	3710.01	Scheduled
Note	Task complete			
7/21/2021	GB-101	Weekly Fine Maintenance	3711.01	Scheduled
Note	Task complete			
7/21/2021	SB-201	Weekly Composite Sampler Maintenance	3712.01	Scheduled
Note	Task complete			
7/21/2021	Service Building 1st Floor	Service Building 1st Floor Housekeeping	3713.01	Scheduled
Note	Task complete			
7/21/2021	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	3714.01	Scheduled
Note	Task complete			

Completed	Equipment Number	Task	WO #	Type
7/21/2021	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	3715.01	Scheduled
Note	Task complete			
7/22/2021	TB-100	Weekly Thickener Building Housekeeping	3716.01	Scheduled
Note	Task complete			
7/22/2021	TB-104	Weekly Charter Thckener Maintenance	3717.01	Scheduled
Note	Task complete			
7/22/2021	Tool Room	Weekly Storage Room.	3718.01	Scheduled
Note	Task complete			
7/22/2021	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	3719.01	Scheduled
Note	Task complete			
7/22/2021	UV-100	Weekly UV Maintenance	3720.01	Scheduled
Note	Task complete			
7/26/2021	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	3747.01	Scheduled
Note	Task complete			
7/26/2021	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	3748.01	Scheduled
Note	Task complete			
7/26/2021	TB-100	Weekly Thickener Building Housekeeping	3749.01	Scheduled
Note	Task complete			
7/26/2021	TB-104	Weekly Charter Thckener Maintenance	3750.01	Scheduled
Note	Task complete			
7/26/2021	Tool Room	Weekly Storage Room.	3751.01	Scheduled
Note	Task complete			
7/26/2021	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	3752.01	Scheduled
Note	Task complete			
7/26/2021	UV-100	Weekly UV Maintenance	3753.01	Scheduled
Note	Task complete			
7/26/2021	SB-202	Weekly NP Booster System Maintenance	3742.01	Scheduled
Note	Task complete			
7/26/2021	LB-129	Weekly Vacuum Pump Maintenance	3743.01	Scheduled
Note	Task complete			
7/26/2021	GB-101	Weekly Fine Maintenance	3744.01	Scheduled
Note	Task complete			
7/26/2021	SB-201	Weekly Composite Sampler Maintenance	3745.01	Scheduled
Note	Task complete			
7/26/2021	Service Building 1st Floor	Service Building 1st Floor Housekeeping	3746.01	Scheduled
Note	Task complete			
7/26/2021	GB-111	Monthly MUA-1 Maintenance	3724.01	Scheduled
Note	Task complete			
7/26/2021	SB-202	Monthly NP Booster System Maintenance	3725.01	Scheduled
Note	Task complete			
7/27/2021	LB-125	Weekly Eyewash & Shower Exercise	3733.01	Scheduled
Note	Task complete			
7/27/2021	DB-200	Weekly Gas Mixer Maintenance	3734.01	Scheduled
Note	Task complete			
7/27/2021	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	3735.01	Scheduled
Note	Task complete			
7/27/2021	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	3736.01	Scheduled
Note	Task complete			
7/27/2021	GB-104	Weekly Grit Classifier Maintenance	3737.01	Scheduled
Note	Task complete			
7/27/2021	Boiler Room	Boiler Room Housekeeping	3738.01	Scheduled
Note	Task complete			

Completed	Equipment Number	Task	WO #	Type
7/28/2021	Headworks Building	Weekly Headworks Housekeeping	3721.01	Scheduled
Note	Task complete			
7/28/2021	Digester Building Basement	Weekly Digester Building Housekeeping	3722.01	Scheduled
Note	Task complete			
7/28/2021	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	3723.01	Scheduled
Note	Task complete			
7/28/2021	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	3727.01	Scheduled
Note	Task complete			
7/28/2021	AT-101	Weekly Surface Mixer Inspection & Maintenance	3728.01	Scheduled
Note	Task complete			
7/28/2021	Bathroom	Weekly Bathroom/Locker Room Housekeeping	3729.01	Scheduled
Note	Task complete			
7/28/2021	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	3730.01	Scheduled
Note	Task complete			
7/28/2021	AT-105	Weekly D.O Sensor Maintenance	3731.01	Scheduled
Note	Task complete			
7/28/2021	FC-100	Weekly East & West Secondary Clarifier Maintenance	3732.01	Scheduled
Note	Task complete			
7/29/2021	FC-100	Monthly East & West Secondary Clarifier Maintenance	3624.01	Scheduled
Note	Task complete			
7/29/2021	DB-202	Quarterly Sediment Trap Maintenance	3663.01	Scheduled
Note	Task complete			
7/29/2021	Laboratory QA/QC Program	Monthly QAQC Data & Analysis Checks	3662.01	Scheduled
Note	Task complete			
7/29/2021	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	3739.01	Scheduled
Note	Task complete			
7/29/2021	Laboratory/ Office	Laboratory Housekeeping	3740.01	Scheduled
Note	Task complete			
7/29/2021	Laboratory QA/QC Program	Weekly Lab Analysis Checks	3741.01	Scheduled
Note	Task complete			
7/30/2021	Headworks Building	Weekly Headworks Housekeeping	3616.01	Scheduled
Note	Task complete			
7/30/2021	Digester Building Basement	Weekly Digester Building Housekeeping	3620.01	Scheduled
Note	Task complete			
7/30/2021	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	3621.01	Scheduled
Note	Task complete			

2020 Annual Customer Summary – City of Portland

Energy Waste Reduction (EWR) Report Summary - MPSC Case Number U-18311

City of Portland contracted with Franklin Energy through the Michigan Public Power Agency (MPPA) – Energy Efficiency Service Committee (EESC) to administer the EWR efforts in order to comply with 2008 PA-295, as amended by 2016 PA-342. The Michigan Municipal Electric Association (MMEA) filed a biennial 2-year EWR Plan with the Michigan Public Service Commission (MPSC) on August 1, 2017, as required by 2008 PA-295, as amended by 2016 PA-342.

In 2020, City of Portland spent \$49,546 on EWR Programs and achieved 355 MWh of energy savings.

MMEA filed a joint 2020 EWR Annual Report for the City of Portland with the MPSC on May 28, 2021.

2020 EWR Annual Report can be obtained at the municipal office or at the following website link:

<https://mi-psc.force.com/s/filing/a00t00000008RUXAA3/u183110016>

Renewable Energy Report Annual Summary – MPSC Case Number U-16629

City of Portland has taken the following actions to comply with the REP standards:

Filed a 20-year Renewable Energy Plan (REP) with the MPSC on March 31, 2009 as required by PA 295. The REP was found to be in compliance on July 1, 2009.

City of Portland filed a Biennial Review of REP on December 1, 2017 and was found to be in compliance by MPSC on April 12, 2018.

City of Portland acquired from renewable energy systems during the reporting period 6,950 MWh of renewable energy. City of Portland acquired 6,964 Renewable Energy Credits (RECs) and 36 incentive-Renewable Energy Credits (iRECs) for the 2020 reporting period.

The table below shows the Incremental Cost of Compliance with state law 2008 PA-295, as amended by 2016 PA-342 for 2020 and the anticipated Cost of Compliance with 2019 PA-342 for 2021.

Renewable Energy Source	2020 Incremental Cost of Compliance	2021 Anticipated Cost of Compliance
Landfill Gas Project(s) (Energy Developments & NANR), Portland Hydro-Electric, Pegasus Wind Project, Assembly I Solar Project	-\$97,091	-\$127,314

City of Portland filed the 2020 Renewable Energy Annual Report with the MPSC on June 30, 2021.

2020 Annual Renewable Energy Report can be obtained at the municipal office or at the following website link:

<https://mi-psc.force.com/s/filing/a00t0000000HWduBAAT/u166290042>

Portland EO Report



District: Portland

Portland Summary							
Program	Applications Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentives	% to Budget
C&I	9	120,488	178,790	148.39%	\$11,755	\$14,111	120.04%
MPPA - Prescriptive Program - 2021	9	120,488	178,790	148.39%	\$11,755	\$14,111	120.04%
Residential	9	26,282	68,511	260.68%	\$14,190	\$6,715	47.32%
MPPA - Appliance Recycling - 2021	1	3,727	944	25.33%	\$578	\$50	8.65%
MPPA - High Efficiency Products and HVAC - 2021	7	8,652	1,332	15.39%	\$2,541	\$425	16.73%
MPPA - Residential Lighting - 2021	1	13,903	66,235	476.41%	\$11,071	\$6,240	56.36%

Program Summary

Customer	Status Date	kWh Savings	Incentive
C&I		178,790.41	\$14,111.11

Batched

Portland Eye Care - 1311 E. Bridge St.	03/25/2021	2,480.00	\$198.40
Bill's Party Store - 1153 Grand River	04/09/2021	7,840.00	\$720.00
China Star Inc. - 1495 E. Grand River Ave.	04/09/2021	4,606.00	\$423.00
Westside General Store - 751 W. Grand River Ave. (5)	04/09/2021	23,678.00	\$2,124.00
Farm Bureau Insurance - 345 Kent St	04/16/2021	4,416.00	\$353.28
Simon Acres - 5451 Divine	04/30/2021	5,778.51	\$464.37
Rite Aid #4740 - 1339 East Grand River Ave	05/21/2021	33,512.27	\$2,680.98

Work In Progress

349 Water LLC - 349 Water St (3)	05/04/2021	832.00	\$66.56
Family Farm & Home - 1870 E Grand River Ave	05/06/2021	95,647.63	\$7,080.52

Residential		68,510.80	\$6,715.00
--------------------	--	------------------	-------------------

Batched

ROBERT S LATHERS - 624 CENTER ST	02/05/2021	558.95	\$260.00
JORDAN D SMITH - 121 ELM ST	03/19/2021	77.00	\$15.00

Marykay Steffes-Schmitz - 836 Cross St. (2)	04/23/2021	944.00	\$50.00
CORAL FISH - 921 CHERRYWOOD CIRCLE	06/04/2021	77.00	\$15.00
ROBERT WHITE - 431 PLEASANT STREET	06/04/2021	141.26	\$10.00
CORAL FISH - 921 CHERRYWOOD CIRCLE-2	06/11/2021	417.69	\$100.00
JANET ROBINSON - 202 BLOSSOM DRIVE	06/11/2021	59.90	\$25.00
Portland Light Kits June 2021	06/14/2021	66,235.00	\$6,240.00

Work Complete

DEBBIE STRINGER - 224 QUARTERLINE	04/27/2021	0.00	\$0.00
-----------------------------------	------------	------	--------

Component Detail

C&I

Project ID	Component	Account_ Number	Total Qty	kWh/Unit	kWh Savings	Incentive/ Unit	Incentive
Batched							
a0R0y00000L K0snEAD	Bill's Party Store - 1153 Grand River						
	Total Project Cost: \$720.00						
	Install Complete: 3/31/2021						
	<i>Cooler/Freezer Door Gaskets - Bonus - MPPA 2021</i>	10-09530-1	80	98.00	7,840.00	9	720.00
a0R0y00000L K1mMEAT	China Star Inc. - 1495 E. Grand River Ave.						
	Total Project Cost: \$423.00						
	Install Complete: 3/31/2021						
	<i>Cooler/Freezer Door Gaskets - Bonus - MPPA 2021</i>	10-08100-3	47	98.00	4,606.00	9	423.00
a0R0y00000L EdgfEAD	Farm Bureau Insurance - 345 Kent St						
	Total Project Cost: \$938.10						
	Install Complete: 2/19/2021						
	<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	01-07600-2	1,472	0.00	0.00	0	0.00
	<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	01-07600-2	4,416	1.00	4,416.00	0.08	353.28
a0R0y00000K knDFEAZ	Portland Eye Care - 1311 E. Bridge St.						
	Total Project Cost: \$477.00						
	Install Complete: 3/12/2021						
	<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	10-06200-4	775	0.00	0.00	0	0.00
	<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	10-06200-4	2,480	1.00	2,480.00	0.08	198.40

a0R0y00000L Rite Aid #4740 - 1339 East Grand River Ave
CE9vEAH

Total Project Cost: \$24,622.18

Install Complete: 4/25/2021

<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	10-0900-01	6,282	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	10-0900-01	294	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	10-0900-01	32,014	1.00	32,014.00	0.08	2,561.11
<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	10-0900-01	1,498	1.00	1,498.00	0.08	119.87

a0R0y00000L Simon Acres - 5451 Divine
K3GrEAL

Total Project Cost: \$871.74

Install Complete: 4/2/2021

<i>Exterior HID to LED - MPPA 2021</i>	12-06650-1	467	4.32	2,018.00	0.35	163.51
<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	12-06650-1	863	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021</i>	12-06650-1	3,761	1.00	3,761.00	0.08	300.86

a0R0y00000L Westside General Store - 751 W. Grand River Ave. (5)
K1akEAD

Total Project Cost: \$2,124.00

Install Complete: 3/31/2021

<i>Cooler Strip Curtains - MPPA 2021</i>	08-05900-1	18	85.00	1,530.00	5	90.00
<i>Cooler/Freezer Door Gaskets - Bonus - MPPA 2021</i>	08-05900-1	226	98.00	22,148.00	9	2,034.00

Work In Progress

a0R0y00000L 349 Water LLC - 349 Water St (3)
MipREAT

Total Project Cost:

Install Complete: 1/1/0001

<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Rep - Demand Only - MPPA 2021</i>	09-11800-5	400	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021</i>	09-11800-5	832	1.00	832.00	0.08	66.56

a0R0y00000J Family Farm & Home - 1870 E Grand River Ave
60zIEAR

Total Project Cost:

Install Complete: 1/1/0001

<i>Exterior HID to LED - MPPA 2021</i>	10-07015-2	1,530	4.32	6,608.00	0.35	535.50
<i>Exterior HID to LED - MPPA 2021</i>	10-07015-2	141	4.32	608.00	0.35	49.24
<i>Exterior HID to LED - MPPA 2021</i>	10-07015-2	580	4.32	2,505.00	0.35	202.99
<i>Exterior HID to LED - MPPA 2021</i>	10-07015-2	2,027	4.32	8,755.00	0.35	709.46
<i>Interior HID to High Bay LED - Tube Lamp Only Replacement - MPPA 2021</i>	10-07015-2	18,002	4.16	74,887.00	0.3	5,400.49
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Rep - Demand Only - MPPA 2021</i>	10-07015-2	416	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Rep - Demand Only - MPPA 2021</i>	10-07015-2	67	0.00	0.00	0	0.00

<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021</i>	10-07015-2	1,969	1.00	1,969.00	0.08	157.48
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021</i>	10-07015-2	317	1.00	317.00	0.08	25.36

Residential

Project ID	Component	Account Number	Total Qty	kWh/Unit	kWh Savings	Incentive/ Unit	Incentive
------------	-----------	----------------	-----------	----------	-------------	-----------------	-----------

Batched

a0R0y00000L Q6SbEAL **CORAL FISH - 921 CHERRYWOOD CIRCLE**

Total Project Cost: \$999.99

Install Complete: 4/18/2021

<i>ENERGY STAR PC - MPPA 2021</i>	13-18200-3	1	77.00	77.00	15	15.00
-----------------------------------	------------	---	-------	-------	----	-------

a0R0y00000L QpsbEAD **CORAL FISH - 921 CHERRYWOOD CIRCLE-2**

Total Project Cost: \$4,978.00

Install Complete: 6/9/2021

<i>Central Air Conditioner - 16 SEER - MPPA 2021</i>	13-18200-3	1	417.69	418.00	100	100.00
--	------------	---	--------	--------	-----	--------

a0R0y00000L QcBNEA1 **JANET ROBINSON - 202 BLOSSOM DRIVE**

Total Project Cost: \$2,726.00

Install Complete: 4/17/2021

<i>ENERGY STAR Refrigerators Freezers - Bottom Freezer - MPPA 2021</i>	13-16900-1	1	59.90	60.00	25	25.00
--	------------	---	-------	-------	----	-------

a0R0y00000L K29DEAT **JORDAN D SMITH - 121 ELM ST**

Total Project Cost: \$1,248.74

Install Complete: 1/9/2021

<i>ENERGY STAR PC - MPPA 2021</i>		1	77.00	77.00	15	15.00
-----------------------------------	--	---	-------	-------	----	-------

a0R0y00000L LqRrEAL **Marykay Steffes-Schmitz - 836 Cross St. (2)**

Total Project Cost:

Install Complete: 3/17/2021

<i>Freezer Recycling - MPPA 2021</i>	11-06300-4	1	944.00	944.00	50	50.00
--------------------------------------	------------	---	--------	--------	----	-------

a0R0y00000L R6DmEAL **Portland Light Kits June 2021**

Total Project Cost:

Install Complete: 1/1/0001

<i>Light kits</i>		1		66,235.00		6,240.00
-------------------	--	---	--	-----------	--	----------

a0R0y00000L ETKTEA5 **ROBERT S LATHERS - 624 CENTER ST**

Total Project Cost: \$4,600.00

Install Complete: 12/1/2020

<i>Central Air Conditioner - 16 SEER - MPPA 2021</i>	08.11700.1	1	417.69	418.00	100	100.00
<i>High Efficiency Furnace >=95% w/ECM Blower Motor</i>	08.11700.1	1		0.00		150.00
<i>Programmable Thermostat - MPPA 2021</i>	08.11700.1	1	141.26	141.00	10	10.00

a0R0y00000L ROBERT WHITE - 431 PLEASANT STREET
Q76IEAD

Total Project Cost: \$6,124.00

Install Complete: 3/11/2021

Programmable Thermostat - MPPA 2021

09-06300-1	1	141.26	141.00	10	10.00
------------	---	--------	--------	----	-------

Portland EO Report



District: Portland

Portland Summary							
Program	Applications Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentives	% to Budget
C&I	9	120,488	178,790	148.39%	\$11,755	\$14,111	120.04%
MPPA - Prescriptive Program - 2021	9	120,488	178,790	148.39%	\$11,755	\$14,111	120.04%
Residential	15	26,282	74,602	283.85%	\$14,190	\$6,996	49.30%
MPPA - Appliance Recycling - 2021	4	3,727	5,736	153.90%	\$578	\$280	48.44%
MPPA - High Efficiency Products and HVAC - 2021	8	8,652	1,392	16.09%	\$2,541	\$450	17.71%
MPPA - Residential Lighting - 2021	3	13,903	67,474	485.32%	\$11,071	\$6,266	56.60%

Program Summary

Customer	Status Date	kWh Savings	Incentive
C&I		178,790.41	\$14,111.11
Batched			
Portland Eye Care - 1311 E. Bridge St.	03/25/2021	2,480.00	\$198.40
Bill's Party Store - 1153 Grand River	04/09/2021	7,840.00	\$720.00
China Star Inc. - 1495 E. Grand River Ave.	04/09/2021	4,606.00	\$423.00
Westside General Store - 751 W. Grand River Ave. (5)	04/09/2021	23,678.00	\$2,124.00
Farm Bureau Insurance - 345 Kent St	04/16/2021	4,416.00	\$353.28
Simon Acres - 5451 Divine	04/30/2021	5,778.51	\$464.37
Rite Aid #4740 - 1339 East Grand River Ave	05/21/2021	33,512.27	\$2,680.98
Work Complete			
349 Water LLC - 349 Water St (3)	08/12/2021	832.00	\$66.56
Work In Progress			
Family Farm & Home - 1870 E Grand River Ave	05/06/2021	95,647.63	\$7,080.52
Residential		74,601.90	\$6,996.23
Batched			
ROBERT S LATHERS - 624 CENTER ST	02/05/2021	558.95	\$260.00

JORDAN D SMITH - 121 ELM ST	03/19/2021	77.00	\$15.00
Marykay Steffes-Schmitz - 836 Cross St. (2)	04/23/2021	944.00	\$50.00
CORAL FISH - 921 CHERRYWOOD CIRCLE	06/04/2021	77.00	\$15.00
ROBERT WHITE - 431 PLEASANT STREET	06/04/2021	141.26	\$10.00
CORAL FISH - 921 CHERRYWOOD CIRCLE-2	06/11/2021	417.69	\$100.00
JANET ROBINSON - 202 BLOSSOM DRIVE	06/11/2021	59.90	\$25.00
Portland Light Kits June 2021	06/14/2021	66,235.00	\$6,240.00
STEVE WILL - 8831 Cottonwood Creek	07/16/2021	59.90	\$25.00
JEFF GRIFFIN - 650 ORCHARD CT-2	07/30/2021	19.60	\$4.00
Robert Schrauben - 630 Looking Glass	07/30/2021	2,522.00	\$130.00
Katie Johnson - 8061 Lyons Rd	08/06/2021	1,135.00	\$50.00
Tom Channel - 6455 Devine Hwy	08/06/2021	1,135.00	\$50.00

Work Complete

DEBBIE STRINGER - 224 QUARTERLINE	04/27/2021	0.00	\$0.00
Dan Schneider - 7650 Ionia Rd-6	08/12/2021	1,219.60	\$22.23

Component Detail

C&I

Project ID	Component	Account_ Number	Total Qty	kWh/Unit	kWh Savings	Incentive/ Unit	Incentive
Batched							
a0R0y00000L K0snEAD	Bill's Party Store - 1153 Grand River						
	Total Project Cost: \$720.00						
	Install Complete: 3/31/2021						
	<i>Cooler/Freezer Door Gaskets - Bonus - MPPA 2021</i>	10-09530-1	80	98.00	7,840.00	9	720.00
a0R0y00000L K1mMEAT	China Star Inc. - 1495 E. Grand River Ave.						
	Total Project Cost: \$423.00						
	Install Complete: 3/31/2021						
	<i>Cooler/Freezer Door Gaskets - Bonus - MPPA 2021</i>	10-08100-3	47	98.00	4,606.00	9	423.00
a0R0y00000L EdgfEAD	Farm Bureau Insurance - 345 Kent St						
	Total Project Cost: \$938.10						
	Install Complete: 2/19/2021						
	<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	01-07600-2	1,472	0.00	0.00	0	0.00
	<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	01-07600-2	4,416	1.00	4,416.00	0.08	353.28

a0R0y00000K Portland Eye Care - 1311 E. Bridge St.
knDFEAZ

Total Project Cost: \$477.00

Install Complete: 3/12/2021

<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	10-06200-4	775	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	10-06200-4	2,480	1.00	2,480.00	0.08	198.40

a0R0y00000L Rite Aid #4740 - 1339 East Grand River Ave
CE9vEAH

Total Project Cost: \$24,622.18

Install Complete: 4/25/2021

<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	10-0900-01	6,282	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	10-0900-01	294	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	10-0900-01	32,014	1.00	32,014.00	0.08	2,561.11
<i>Interior Linear Fluorescent - Non-Highbay to LED - MPPA 2021</i>	10-0900-01	1,498	1.00	1,498.00	0.08	119.87

a0R0y00000L Simon Acres - 5451 Divine
K3GrEAL

Total Project Cost: \$871.74

Install Complete: 4/2/2021

<i>Exterior HID to LED - MPPA 2021</i>	12-06650-1	467	4.32	2,018.00	0.35	163.51
<i>Interior Linear Fluorescent - Non-Highbay - Demand Only - MPPA 2021</i>	12-06650-1	863	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021</i>	12-06650-1	3,761	1.00	3,761.00	0.08	300.86

a0R0y00000L Westside General Store - 751 W. Grand River Ave. (5)
K1akEAD

Total Project Cost: \$2,124.00

Install Complete: 3/31/2021

<i>Cooler Strip Curtains - MPPA 2021</i>	08-05900-1	18	85.00	1,530.00	5	90.00
<i>Cooler/Freezer Door Gaskets - Bonus - MPPA 2021</i>	08-05900-1	226	98.00	22,148.00	9	2,034.00

Work Complete

a0R0y00000L 349 Water LLC - 349 Water St (3)
MipREAT

Total Project Cost:

Install Complete: 1/1/0001

<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Rep - Demand Only - MPPA 2021</i>	09-11800-5	400	0.00	0.00	0	0.00
<i>Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021</i>	09-11800-5	832	1.00	832.00	0.08	66.56

Work In Progress

a0R0y00000J Family Farm & Home - 1870 E Grand River Ave
60zIEAR

Total Project Cost:

Install Complete: 1/1/0001

<i>Exterior HID to LED - MPPA 2021</i>	10-07015-2	580	4.32	2,505.00	0.35	202.99
--	------------	-----	------	----------	------	--------

Exterior HID to LED - MPPA 2021	10-07015-2	141	4.32	608.00	0.35	49.24
Exterior HID to LED - MPPA 2021	10-07015-2	1,530	4.32	6,608.00	0.35	535.50
Exterior HID to LED - MPPA 2021	10-07015-2	2,027	4.32	8,755.00	0.35	709.46
Interior HID to High Bay LED - Tube Lamp Only Replacement - MPPA 2021	10-07015-2	18,002	4.16	74,887.00	0.3	5,400.49
Interior Linear Fluorescent - NonHighbay-Lamp Only Rep - Demand Only - MPPA 2021	10-07015-2	67	0.00	0.00	0	0.00
Interior Linear Fluorescent - NonHighbay-Lamp Only Rep - Demand Only - MPPA 2021	10-07015-2	416	0.00	0.00	0	0.00
Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021	10-07015-2	317	1.00	317.00	0.08	25.36
Interior Linear Fluorescent - NonHighbay-Lamp Only Replacement - MPPA 2021	10-07015-2	1,969	1.00	1,969.00	0.08	157.48

Residential

Project ID Component

Project ID	Component	Account Number	Total Qty	kWh/Unit	kWh Savings	Incentive/ Unit	Incentive
Batched							
a0R0y00000L Q6SbEAL	CORAL FISH - 921 CHERRYWOOD CIRCLE						
	Total Project Cost: \$999.99						
	Install Complete: 4/18/2021						
	ENERGY STAR PC - MPPA 2021	13-18200-3	1	77.00	77.00	15	15.00
a0R0y00000L QpsbEAD	CORAL FISH - 921 CHERRYWOOD CIRCLE-2						
	Total Project Cost: \$4,978.00						
	Install Complete: 6/9/2021						
	Central Air Conditioner - 16 SEER - MPPA 2021	13-18200-3	1	417.69	418.00	100	100.00
a0R0y00000L QcBNEA1	JANET ROBINSON - 202 BLOSSOM DRIVE						
	Total Project Cost: \$2,726.00						
	Install Complete: 4/17/2021						
	ENERGY STAR Refrigerators Freezers - Bottom Freezer - MPPA 2021	13-16900-1	1	59.90	60.00	25	25.00
a0R0y00000L Z2agEAD	JEFF GRIFFIN - 650 ORCHARD CT-2						
	Total Project Cost: \$5.94						
	Install Complete: 1/15/2021						
	LED A-line 450-799 Lumen output replacing Inc/Hal - MPPA Res Ltg 2021	06-12100-1	1	19.60	20.00	4	4.00
a0R0y00000L K29DEAT	JORDAN D SMITH - 121 ELM ST						
	Total Project Cost: \$1,248.74						
	Install Complete: 1/9/2021						
	ENERGY STAR PC - MPPA 2021		1	77.00	77.00	15	15.00

a0R0y00000L Zix5EAD	Katie Johnson - 8061 Lyons Rd						
	Total Project Cost:						
	Install Complete: 6/25/2021						
	<i>Refrigerator Recycling - MPPA 2021</i>	12-18300-2	1	1,135.00	1,135.00	50	50.00
a0R0y00000L LqRrEAL	Marykay Steffes-Schmitz - 836 Cross St. (2)						
	Total Project Cost:						
	Install Complete: 3/17/2021						
	<i>Freezer Recycling - MPPA 2021</i>	11-06300-4	1	944.00	944.00	50	50.00
a0R0y00000L R6DmEAL	Portland Light Kits June 2021						
	Total Project Cost:						
	Install Complete: 1/1/0001						
	<i>Light kits</i>		1		66,235.00		6,240.00
a0R0y00000L ETKTEA5	ROBERT S LATHERS - 624 CENTER ST						
	Total Project Cost: \$4,600.00						
	Install Complete: 12/1/2020						
	<i>Central Air Conditioner - 16 SEER - MPPA 2021</i>	08.11700.1	1	417.69	418.00	100	100.00
	<i>High Efficiency Furnace >=95% w/ECM Blower Motor</i>	08.11700.1	1		0.00		150.00
	<i>Programmable Thermostat - MPPA 2021</i>	08.11700.1	1	141.26	141.00	10	10.00
a0R0y00000L YsnLEAT	Robert Schrauben - 630 Looking Glass						
	Total Project Cost:						
	Install Complete: 6/25/2021						
	<i>Dehumidifier Recycling - MPPA 2021</i>	10-10700-1	1	139.00	139.00	15	15.00
	<i>Refrigerator Recycling - MPPA 2021</i>	10-10700-1	2	1,135.00	2,270.00	50	100.00
	<i>Room AC Unit Recycling - MPPA 2021</i>	10-10700-1	1	113.00	113.00	15	15.00
a0R0y00000L Q76IEAD	ROBERT WHITE - 431 PLEASANT STREET						
	Total Project Cost: \$6,124.00						
	Install Complete: 3/11/2021						
	<i>Programmable Thermostat - MPPA 2021</i>	09-06300-1	1	141.26	141.00	10	10.00
a0R0y00000L XIHAEAP	STEVE WILL - 8831 Cottonwood Creek						
	Total Project Cost: \$2,804.00						
	Install Complete: 5/15/2021						
	<i>ENERGY STAR Refrigerators Freezers - Bottom Freezer - MPPA 2021</i>		1	59.90	60.00	25	25.00
a0R0y00000L ZitNEAT	Tom Channel - 6455 Devine Hwy						
	Total Project Cost:						
	Install Complete: 6/18/2021						
	<i>Refrigerator Recycling - MPPA 2021</i>	12-04100-1	1	1,135.00	1,135.00	50	50.00

Work Complete

a0R0y00000L Dan Schneider - 7650 Ionia Rd-6
Z2h8EAD

Total Project Cost: \$22.23

Install Complete: 6/17/2021

<i>LED A-line 800-1099 Lumen output replacing Inc/Hal - MPPA Res Ltg 2021</i>	13-02300-1	4	28.50	114.00	4	16.00
<i>Outdoor LED PAR/Flood <= 15.5W - MPPA Res Ltg 2021</i>	13-02300-1	4	276.40	1,106.00	4	16.00

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
AUGUST 24, 2021 - 7:00 P.M.**

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage
 - C. Approve payments of General Fund payroll and accounts payable for the month of July 2021-\$1,033,905.73
 - D. Approve payments of Health Department payroll and accounts payable for the month of July 2021-\$108,101.78
 - E. Approve payments of Road Department payroll and accounts payable for the month of July 2021-\$663,399.38
- VII. Unfinished Business**
- VIII. New Business**
 - A. Recommendation of 2022 Budget
 - B. American Rescue Plan - Approval of the calculated amount of Revenue Loss for the 2020 Fiscal year
 - C. Approval of CRP Amendment for Friend of Court and Prosecuting Attorney
 - D. Resolution and Contract Approval - MDOT and Road Department for Riverside Dr Project
- IX. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator
- X. Reports of Special or Ad Hoc Committees**

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

XII. Closed Session

XIII. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – One three-year term expired April 2020.
- West Michigan Regional Planning Commission – One one-year terms, expired December 2019.
- Tax Allocation Board – One –one-year term expired January 2021
- Board of Public Works-two-three-year terms expired January 2021
- Central Dispatch-one-two-year term expired December 2020

Appointments for consideration in the month of April 2021:

- Economic Development Corporation/Brownfield Redevelopment Authority- three three-year terms available
- Land Bank Authority-three three-year terms expiring in April 2021

Appointments for consideration in the month of May 2021:

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20542**

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its gas cost recovery plan (Case No. U-20541) for the 12 months ended March 31, 2021.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: Tuesday, August 31, 2021 at 9:00 AM

BEFORE: Administrative Law Judge Kandra Robbins

LOCATION: Video/Teleconferencing

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) June 30, 2021 application requesting the Commission to: 1) approve the reconciliation of its Gas Cost Recovery (GCR) costs and revenues reconciliation for the 12-month period April 2020 through March 2021 as proposed by Consumers Energy; 2) approve Consumers Energy's net \$2,040,502 over recovery, inclusive of interest, 3) approve Consumers Energy's proposed methodology for rolling in the net over-recovery; and 4) grant Consumers Energy such other and further relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 24, 2021. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-20542**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

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

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

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

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC AND NATURAL GAS
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20875**

- Consumers Energy Company requests Michigan Public Service Commission's approval of an Energy Waste Reduction Plan for the period 2022 through 2025.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, (517) 788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: **Wednesday, September 8, 2021 at 9:00 AM**

BEFORE: **Administrative Law Judge Kandra Robbins**

LOCATION: **Video/Teleconferencing**

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) August 2, 2021 application requesting the Commission to: 1) determine that Consumers Energy's proposed 2022-2025 Energy Waste Reduction (EWR) Plan is reasonable and prudent, and that it meets all applicable requirements of Act 295, as amended; 2) approve the requested 2022-2025 EWR Plan natural gas and electric surcharges in January 2022 customer bills; 3) approve the requested accounting authority as proposed by Consumers Energy; 4) approve authority to roll forward any unspent funds into future approved EWR plans and to increase annual investment above amounts approved in the final case order by up to 6% of electric and 10% of gas investment, if needed and cost effective; 5) approve the issuance of the tariff sheets as more fully described as proposed by Consumers Energy in the witness testimony and exhibits of Laura C. Kuhl; 6) approve the EWR incentive proposal set forth as proposed by Consumers Energy as more fully described in the testimony and exhibits of witness McLean; 7) approve the relief requested in this proceeding before January 2022; and 8) grant Consumers Energy other and further relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 1, 2021. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-20875**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 2008 PA 295, as amended, MCL 460.1001 et seq., and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

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

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-21009

- Consumers Energy Company requests Michigan Public Service Commission's approval to commence a renewable energy cost reconciliation proceeding for the 12-month period ended December 31, 2020.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, (517) 788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: **Tuesday, September 14, 2021 at 9:30 AM**

BEFORE: **Administrative Law Judge Sharon Feldman**

LOCATION: **Video/Teleconferencing**

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) June 30, 2021 application requesting the Commission to: 1) determine that Consumers Energy's 2020 Renewable Energy Cost Reconciliation is reasonable and prudent and meets all relevant requirements under Act 295, as amended; 2) reconcile the pertinent revenues recorded and the allowance for the non-volumetric revenue recovery mechanism with the amounts actually expensed and projected according to Consumers Energy's plan for compliance, including: (a) making a determination of the Consumers Energy's compliance with the Renewable Energy standards, and (b) adopting the proposed change in Transfer Price methodology for Company-owned facilities; 3) establish a Transfer Price of \$81.19 per MWh for renewable energy and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through the power supply cost recovery clause under MCL 460.6j; 4) provide approval for Consumers Energy to utilize surplus Energy Waste Reduction Credits from 2020 to offset future renewable energy requirements; and 5) grant other and further relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 7, 2021. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21009**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.