



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

7:00 P.M. Monday, October 18, 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>	
	VI. <u>Presentations</u> - None	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:15 PM	A. Proposed Resolution 21-55 Approving Repairs to the Doors and Windows at the Hydro Dam's Generating Station	Decision
7:18 PM	B. Proposed Resolution 21-56 Approving the Financing of a 2022 International Snow Plow Truck for the Department of Public Works	Decision
7:20 PM	C. Proposed Resolution 21-57 Approving Improvements to the Bogue Flats Recreational Area Restrooms	Decision
7:23 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting hold on October 4, 2021	
	B. Payment of Invoices in the Amount of \$199,869.25 and Payroll in the Amount of \$114,985.39 for a Total of \$314,854.64	
	C. Purchase Orders over \$5,000.00	
	1. Maner Costerisan in the Amount of \$9,500.00 for Audit Services	
	2. Total Tech Assurance Group in the Amount of \$10,000.00 for Broadband Development Services	
	3. Portland Area Fire Authority in the Amount of \$60,279.31 for 1st and 2nd Quarter Payments	
	XI. <u>Communications</u>	
	A. Planning Commission Minutes for August 11, 2021	
	B. Water Department Report for September 2021	
	C. Ionia County Board of Commissioners Agenda for October 12, 2021	
	D. MPSC Notice of Hearing for Consumers Energy	

<u>Estimated Time</u>
7:25 PM
7:30 PM
7:35 PM
7:40 PM

XII. Other Business – None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-55

**A RESOLUTION APPROVING REPAIRS TO THE DOORS AND
WINDOWS AT THE HYDRO DAM'S GENERATING STATION**

WHEREAS, the doors and windows at the hydro dam's generating station are in need of repair and replacement; and

WHEREAS, the Electric Superintendent sought quotes and recommends awarding the work to Bert's Glass in the amount of \$15,012.38, a copy of the quote and memo from the Electric Superintendent, are attached as Exhibit A; and

WHEREAS, at its meeting on September 28, 2021, the Board of Light and Power voted to approve this repair not to exceed \$15,700.00.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation to award the work to Bert's Glass in the amount of \$15,012.38, 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: October 18, 2021

Monique I. Miller, City Clerk

BERT'S GLASS
310 CLEVELAND ST
IONIA MI 48846-1816
(616)527-4280 Fax:(616)527-2571
Tax# 82-5334638

Quote: 1195

Date:09/10/2021

Customer

PORTLAND BOARD OF WATER AND LIGHT
 ATTN: TODD DAVLIN

Csr:CSR	Tech:	PO	Terms.C.O.D					
				<u>Qty</u>	<u>Part / Description</u>	<u>Material</u>	<u>Labor</u>	<u>Item Total</u>
				1.00	COMMERCIAL FRAME - see notes option#1	2,754.70	0.00	2,754.70
				1.00	OPTION#1 GLASS -	1,567.68	0.00	1,567.68
				1.00	COMMERCIAL FRAME - see notes option#2	3,978.00	0.00	3,978.00
				1.00	OPTION#2 GLASS -	772.80	0.00	772.80
				1.00	SUPPORT BEAM - ABOVE DOORS	600.00	0.00	600.00
				1.00	LABOR TO - REMOVE EXISTING DOORS AND INSTALL NEW	0.00	5,600.00	5,600.00
				1.00	INSTALL 21 PCS. - 1/4" POLYCARB TO REPLACE BROKEN WINDOW GLASS	790.00	1,500.00	2,290.00
				5.00	REPLACE - REPLACE STEEL WINDOWS WITH STORM PANEL FRAMING WITH REMOVABLE STORM AND SCEEN FRAMES-WE WILL NOT REMOVE EXISTING SCREENS	200.00	200.00	2,000.00

Notes:OPTION 1 : Aluminum finish double commercial doors with sidelites, 1" clear tempered insulated glass in doors and sidelites with 10" raised frame at the bottom. door closers, and sweeps.
 OPTION 2 : Aluminum finish double commercial doors with sidelight, 1" clear tempered insulated glass in upper half of opening with a thermolite lower half panel in doors and sidelites, door closers, and sweeps.

Both options add \$200.00 for dark bronze frame color. QUOTE IS GOOD FOR 30 Days

Your auto invoice message here.

Signature _____

15,012.38

<u>Material</u>	<u>Labor</u>	<u>Tax</u>	<u>Total</u>	<u>Deductible</u>	<u>Payments</u>	<u>Balance</u>
11,463.18	8,100.00	687.79	20,250.97	0.00	0.00	20,250.97

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

cc: Tutt Gorman, City Manager

Date: 9/28/2021

Re: Portland Dam – Generating Station Door and Window Repair/Maintenance

The front door of the Portland Dam Generating Station needs repair. The door needs to be replaced with a commercial door capable of removal without demolition in the case of major maintenance rigging/removal. The dam has five swing windows with round protruding screens and metal frames that are in disrepair. The screens can be breached by small animals or insects and pose a safety risk for anyone walking past the window. The existing swing windows need to be replaced with flat non-swinging storm panels and frames, that will be easier to care for and safe to work around. Finally, there are 21 window panels in the plant that are cracked or broken due to bird strikes or vandalism. The windows need to be repaired with polycarbonate, durable, windowpanes. Bert's Glass has proposed to conduct the entire scope for \$15,700. Durand Brothers is also quoting the door and swing window replacement work and we are waiting on a proposal.

RECOMMENDATION: Authorize and recommend to City Council to approve replacement of the door, replacement of the swing windows and repair of the windows for a not to exceed budget of \$15,700. Recommend authorization be contingent on the receipt and comparison of at least two bids.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-56

**A RESOLUTION APPROVING THE FINANCING OF A 2022
INTERNATIONAL SNOW PLOW TRUCK FOR THE
DEPARTMENT OF PUBLIC WORKS (DPW)**

WHEREAS, City Council previously approved the purchase of a 2022 International Snow Plow Truck DPW in the approximate amount of \$172,298.84 which will be financed for a five (5) year term at 2.25% with annual payments of approximately \$37,400.00 per year; and

WHEREAS, in order to facilitate the financing, Huntington Bank requires that the attached Resolution and Declaration of Official Intent be approved by the governing body, a copy of which is attached as Exhibit A;

WHEREAS, the loan amount is slightly higher at \$175,000.00 to anticipate any minor adjustments to the estimates.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. City Council approves the Resolution and Declaration of Official Intent to finance 2022 International Snow Plow Truck for the amount of \$175,000.00, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: October 18, 2021

Monique I. Miller, City Clerk



RESOLUTION AND DECLARATION OF OFFICIAL INTENT

Municipality/Purchaser: City of Portland ("Purchaser")

Aggregate Purchase Price Expected To Be Financed: \$175,000.00

Description Of Property To Be Acquired: Snow Plow Truck

Vendor(s): West Michigan International ("Vendor")
Truck and Trailer Specialties ("Vendor")

WHEREAS, the Purchaser is a political subdivision of the State of Michigan (the "State") and is duly organized and existing pursuant to the Constitution and laws of the State.

WHEREAS, pursuant to Act 99, Public Acts of Michigan, 1933, as amended, and other applicable law, the governing body of the Purchaser ("Governing Body") is authorized to acquire, dispose of and encumber real and personal property, including, without limitation, rights and interest in property, leases and easements necessary to the functions or operations of the Purchaser.

WHEREAS, the Governing Body hereby finds and determines that the execution of one or more installment-purchase agreements ("Installment Purchase Agreements") in the amount not exceeding the Purchase Price amount stated above ("Principal Amount") for the purpose of acquiring the property ("Property") described briefly above and to be described more completely in the Installment Purchase Agreements is appropriate and necessary to the functions and operations of the Purchaser.

WHEREAS, the Vendor, as the seller and supplier of the Property is identified above.

WHEREAS, for the purpose of providing the financing under the Installment Purchase Agreements, THE HUNTINGTON NATIONAL BANK and/or an affiliate of said bank ("Assignee") shall act as the financing source under said Installment Purchase Agreements and in connection therewith, the Vendor shall assign all of Vendor's rights (including, but not limited to, the right to collect the installment payments due and payable under the Installment Purchase Agreements), but none of its obligations, under the Installment Purchase Agreements to Assignee.

WHEREAS, the Purchaser may pay certain capital expenditures in connection with the Property prior to its receipt of proceeds of the Installment Purchase Agreements ("Purchase Proceeds") for such expenditures and such expenditures are not expected to exceed the Principal Amount.

WHEREAS, the U.S. Treasury Department regulations do not allow the proceeds of a tax-exempt borrowing to be spent on working capital and the Purchaser shall hereby declare its official intent to be reimbursed for any capital expenditures for Property from the Lease Purchase Proceeds.

NOW, THEREFORE, Be It Resolved by the Governing Body of the Purchaser:

Section 1. Any one of the Authorized Representatives identified below (each an "Authorized Representative") acting on behalf of the Purchaser is hereby authorized to negotiate, enter into, execute, and deliver one or more Installment Purchase Agreements in substantially the form set forth in the document presently before the Governing Body, which document is available for public inspection at the office of the Purchaser. Each Authorized Representative acting on behalf of the Purchaser is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Installment Purchase Agreements (including, but not limited to, property acquisition fund agreements) as the Authorized Representative deems necessary and appropriate. All other related contracts and agreements necessary and incidental to the Installment Purchase Agreements are hereby authorized.

Authorized Representatives of Purchaser:

Two horizontal lines for signature.



Section 2. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Purchaser to execute and deliver agreements and documents relating to the Installment Purchase Agreements on behalf of the Purchaser.

Section 3. The aggregate original principal amount of the Installment Purchase Agreements shall not exceed the Principal Amount and shall bear interest as set forth in the Installment Purchase Agreements and the Installment Purchase Agreements shall contain such options to purchase or prepay by the Purchaser as set forth therein.

Section 4. The Purchaser agrees that its obligation to pay all of the installment payments due under the Installment Purchase Agreements to Assignee shall be absolute and unconditional upon the delivery and acceptance of the Property (or the funding of any applicable property acquisition fund agreement associated with the Purchase Agreements) and that it shall levy such taxes as are permitted by applicable State law to pay all of the installment payments due under the Installment Purchase Agreements.

Section 5. The Governing Body of Purchaser anticipates that the Purchaser may pay certain capital expenditures in connection with the Property prior to the receipt of the Purchase Proceeds for the Property. The Governing Body of Purchaser hereby declares the Purchaser’s official intent to use the Purchase Proceeds to reimburse itself for Property expenditures. This section of the Resolution is adopted by the Governing Body of Purchaser for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of the Resolution does not bind the Purchaser to make any expenditure, incur any indebtedness, or proceed with the purchase of the Property.

Section 6. As to each Installment Purchase Agreement, the Purchaser reasonably anticipates that it and entities controlled by it will not issue more than \$10,000,000 of tax-exempt obligations (other than "private activity bonds" which are not "qualified 501(c)(3) bonds") during the calendar year in which each such Installment Purchase Agreement is issued and hereby designates each Installment Purchase Agreement as a qualified tax-exempt obligation for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended.

Section 7. This Resolution shall take effect immediately upon its adoption and approval.

ADOPTED AND APPROVED on this October, ____ 2021.

CERTIFICATION

The undersigned **Secretary/Clerk** of the above-named Purchaser hereby certifies and attests that the undersigned has access to the official records of the Governing Body of the Purchaser, that the foregoing resolutions were duly adopted by said Governing Body of the Purchaser at a meeting of said Governing Body and that such resolutions have not been amended or altered and are in full force and effect on the date stated below.

Signature of Secretary/Clerk of Purchaser

Print Name: _____

Official Title: _____

Date: October ____, 2021

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-57

**A RESOLUTION APPROVING IMPROVEMENTS TO THE BOGUE
FLATS RECREATIONAL AREA RESTROOMS**

WHEREAS, the City Parks Department has several parks throughout the City with restrooms that need updating and repair; and

WHEREAS, the Parks Director sought quotes for improvements to the Bogue Flats Recreational Area restrooms and recommends that City Council approve the work to be performed by Durrant Brothers Construction, LLC in the amount of \$22,291.00, a copy of which is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the improvements to the Toan Park restrooms by Durrant Brothers Construction LLC in the amount of \$22,291.00, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: October 18, 2021

Monique I. Miller, City Clerk

License # 2102195349

Page No. _____ of _____

Expires: 5/31/2023

Durrant Brothers Construction LLC
P.O. Box 541
Portland, MI 48875
(517)-712-2557

PROPOSAL

PROPOSAL SUBMITTED TO City of Portland		TODAY'S DATE 10/2/21	DATE OF PLANS/PAGE #'S
PHONE NUMBER	FAX NUMBER	JOB NAME Bathroom remodel	
ADDRESS, CITY, STATE, ZIP 259 Kent St. Portland Mi 48875		JOB LOCATION William Toan Park & Bogue Flats	

We propose hereby to furnish material and labor necessary for the completion of:

- * Demo of all current bathroom partitions.
- * Patch floors and walls with cement where the block wall partitions were removed.
- * Install three baked enamel toilet compartments at each location.
- * Install one baked enamel urinal screen.
- * Toilet compartments will include grab bars, paper holders, coat hooks and a locking latch.
- * Floors, ceilings and walls will be prepped for painting.
- * Paint floors, ceilings and walls with Sherwin Williams products.
- *** All construction materials from us will be cleaned up by us***
- *** If the two exterior doors at Bogue Flats were replaced it would be an extra \$4,960 plus the total cost below***
- *** Durrant Brothers Construction is not responsible for any unforeseen issues***

We propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:
seventeen thousand three hundred and thirty one dollars (\$ 17,331)

Payment as follows: 60 % down 100 % upon completion

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

Authorized Signature _____ Note: this proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
Signature _____
Date of Acceptance _____



October 13, 2021

The Parks Department requested bids for renovation of the men's and women's restrooms at the Bogue Flats Recreation Area. The bid request included demo of the current concrete toilet partitions, installation of enamel partitions, application of slip resistant floor coating, painting of the walls and ceilings, and replacement of both entrance doors.

Bids were requested from the list of contractors below. Durrant Brothers Construction was the only one to return a bid. It is recommended that Durrant Brothers Construction be contracted for the renovation work.

Durant Brothers Construction, LLC PO Box 541 Portland, MI 48875	\$22,291.00
Mike Ward Construction 9458 Hiddenwood Ln Portland, MI 48875	No bid returned
J Weller Construction 9773 Looking Glass Ave Portland, MI 48875	No bid returned
Goodman Homes, LLC 9600 Looking Glass Ave Portland, MI 48875	No bid returned


Neil Brown, Director
Parks, Recreation, & Cemetery
City of Portland
(517) 647-7985
nbrown@portland-michigan.org



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

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 4, 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; Police Chief Thomas; DDA Director ConnerWellman

Guests: Kathy Parsons; Larry Tygesen

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

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

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman stated that the Toan Park Improvement/Splash Pad Project is nearly complete. The ribbon cutting ceremony has tentatively been set for October 12, 2021 at 5:30 P.M.

Bill Fabiano, of Fabiano's restaurant located at 104 W. Grand River Ave. has offered the property he owns at 103 E. Grand River Ave. for donation to the DDA. The Phase I Environmental Study of the property approved by the DDA is still underway.

All members of the Portland Area Municipal Authority (PAMA); the City of Portland, Portland Township, and Danby Township, will hold a workshop on Tuesday, October 12, 2021 at 7:15 P.M. at City Hall to discuss space allocation, potential updates to the PAMA Agreement, and what would happen if Portland Township leaves the emergency services building.

The Planning Commission will meet on Wednesday, October 13, 2021 and hold a Public Hearing to consider a proposed rezoning of a 107-acre parcel from TND PUD to R-2 Traditional Residential District and a 22-acre parcel from TND PUD to C-2 General Business District, located in the area of Rowe Ave. and Rindlehaven Commons, by Mayberry Homes on a portion of the Rindlehaven Development (300-034-000-005-01 and 300-035-000-005-00).

Representatives of Ellen's Properties have contacted the City regarding the potential development of the property between Portland Apartments and Tom's Food Center to construct a

storage unit facility. This use does meet the current zoning of the property but would require a Special Land Use Permit from the Planning Commission.

Electric Superintendent Davlin has been visiting local businesses regarding the upcoming power outage on Friday, October 15th and 16th. Information regarding the power outage has been posted on the City's website, frequently on the City's Facebook page, and will be sent with the utility bills this week.

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

Under New Business, the Council considered Resolution 21-52 to approve the purchase of a new snow plow truck for the DPW. The DPW Foreman has sought bids and recommends the purchase of a 2022 International Chassis in the amount of \$86,166.84 and to outfit the truck through the MiDeal program in the amount of \$86,132.00. The purchase is proposed to be financed for a five-year term at 2.25%.

Motion by Johnston, supported by Sheehan, to approve Resolution 21-52 approving the purchase of a new snow plow truck for the Department of Public Works.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 21-53 to approve a capacity purchase to meet a portion of the Board of Light and Power's future load requirements for years 25/26, 26/27, and 27/28 by purchasing capacity not to exceed \$72,000.00 for the entire term. At its meeting on September 28, 2021, the Board of Light and Power voted to recommend the approval of the capacity purchase to City Council.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 21-53 approving a capacity purchase for the Board of Light and Power through the Michigan Public Power Agency.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 21-54 to approve repairs on the governors on the gate shaft at the hydro dam in the amount of \$19,800.00. At its meeting on September 28, 2021, the Board of Light and Power voted to recommend the approval of the repairs to City Council.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 21-54 approving repairs and maintenance to the gate shaft governors at the Hydro Dam.

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 on September 20, 2021, payment

of invoices in the amount of \$57,868.02 and payroll in the amount of \$120,633.75 for a total of \$178,501.77. A purchase order to the Michigan Electric Cooperative Association in the amount of \$14,250.00 for safety dues was also included.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman stated the DPW will begin Fall leaf pickup soon; they attempt to cover the entire city daily.

Trick-or-treating will be held on Halloween, Sunday, October 31, 2021 from 6:00 – 8:00 P.M.

Under Council Comments, Mayor Pro-Tem VanSlambrouck reminded residents to be cautious when out driving or walking in the early morning hours. He further encourages residents and school children to use the City sidewalks.

Council Member Johnston noted the Civic Players will perform the play 1776 on November 5th – 7th, 2021 and November 12th – 14th, 2021.

Mayor Barnes reminded residents to keep the storm drains in the area of their property clear of debris so that water will properly drain from the streets.

City Manager Gorman noted the Ambulance Department is now fully staffed. He further stated that former Ambulance Director Dave Brown recently suffered cardiac arrest and that Paramedic Jeff Carrow and EMT Brad Smith were able to revive him; Mr. Brown is home and doing well.

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

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:44 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the October 4, 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; Police Chief Thomas; DDA Director ConnerWellman

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

Approval of Resolution 21-52 approving the purchase of a new snow plow truck for the Department of Public Works.

All in favor. Adopted.

Approval of Resolution 21-53 approving a capacity purchase for the Board of Light and Power through the Michigan Public Power Agency.

All in favor. Adopted.

Approval of Resolution 21-54 approving repairs and maintenance to the gate shaft governors at the Hydro Dam.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:44 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
FAMILY FARM & HOME	01972	GRASS SEED - WATER	111.60
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	47.88
FAMILY FARM & HOME	01972	TIRE TUBE - CEM	4.99
SMART BUSINESS SOURCE	02625	COPY PAPER - VAR DEPTS	359.50
UPS	02587	POSTAGE/SHIPPING - WATER	8.21
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENTAL - AMB	298.27
MI MUNICIPAL TREASURERS ASSN	00290	MEMBERSHIP RENEWAL - GEN	75.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL/CLEAN UP - ELECTRIC	842.50
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - ELECTRIC	1,057.21
MACHOVEC	02692	WATER SAFETY GEAR/DAM - ELECTRIC	273.92
RESCO	00392	LOGOUT/TAGOUT WALL MT - ELECTRIC	441.52
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING WINDOWS/CARPETS - ELECTRIC	340.00
LITE'S PLUS	00243	SOLAR FLAG LIGHTS - ELECTRIC	356.00
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	440.38
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	10,050.26
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	589.01
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT - MTR POOL	228.35
FAMILY FARM & HOME	01972	HITCH SUPPLIES - PARKS, CEM	20.44
MUZZALL GRAPHICS	00326	BUSINESS CARDS - CITY MANAGER	60.15
GRANGER	00175	REFUSE - MTR POOL, PARKS, CEM	374.26
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	873.23
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	566.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - AMB	30.00
MUNICIPAL SUPPLY CO.	00324	SAFETY SUPPLIES - MTR POOL	40.00
MUNICIPAL SUPPLY CO.	00324	REPAIR LID - WATER	30.50
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	141.21
R. E. RUEHS GARAGE INC.	02694	HYDRAULIC HOSE - MTR POOL	158.08
SLC METER LLC	02286	3" BRONZE FLANGE KIT - WATER	391.47
SOUND OFF SIGNAL	02556	WARNING LIGHTS - MTR POOL	485.53
WEST MICHIGAN INTERNATIONAL LLC	02546	DIAG/REPAIR TRUCK 949 - MTR POOL	392.56
CAROLYN WILSON	MISC	OVERPYMT REIM - AMB	20.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STAR THOMAS	01654	PAPER PRODUCTS, SUPPLIES REIM - POLICE	101.71
BELL EQUIPMENT CO.	02695	2010 BONNELL SPARTAN PRO LEAF MACH - MTR POOL-	43,477.00
KENNEDY INDUSTRIES, INC.	02548	BOOSTER PUMP/REPAIR KIT -WW	2,744.00
FORTE PAYMENTS, INC.	02522	CC PAYMENTS SEPT 2021- REC	33.83
HYDROCORP	02340	INSPECTION & REPORT - WTR	499.00
FAMILY FARM & HOME	01972	GRASS SEED - WW	16.99
AERZEN USA CORPORATION	02069	OIL, MOBIL SHC 627 & SHIPPING - WW	432.18
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,624.65
MENARDS	00260	CEMENT, LUMBER - MAJ STS	90.40
GRANGER	00175	REFUSE - REFUSE	12,688.77
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	1.46
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICALS - AMB, POL	389.00
GRANGER	00175	REFUSE - ELECT, POLICE, COMM PROMO	152.58
GRANGER	00175	REFUSE - WW	152.58
DANA HYLAND	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	65.00
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR, REVIEW WHOLESALE COSTS - ELECT	361.50
USA BLUEBOOK	01850	GLOVES, SUPPLIES - WW	408.83
NORTH CENTRAL LABORATORIES	00959	PAPER FILTERS, WASH BOTTLES - WW	310.75
UTILITY SERVICE CO. INC.	02133	QRTLY S TANK - WATER, RES 12-2	5,806.48
UTILITY SERVICE CO. INC.	02133	QRTLY HILL ST TANK - WATER, RES 12-2	4,868.54
CITY OF ST JOHNS	02678	ASSESSING SERVICES JULY-SEPT 2021- ASSESSOR	8,750.00
MUNICIPAL SUPPLY CO.	00324	SAFETY BALLARD COVERS - ELECTRIC	506.75
TOTAL TECHNICAL ASSURANCE GROUP	IN02667	BROADBAND DEV 2021 SEPT SERVICES - ELECTRIC	10,000.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN, USP, GAS, HAZ MAT FEE - AMB	64.70
CULLIGAN	02130	WATER CITY HALL - GEN	7.50
FAMILY FARM & HOME	01972	STRAW & SEED - ELECTRIC	23.98
COOK BROS EXCAVATING	00101	REMOVE DIESEL TANK/DISPOSE - ELECTRIC	2,200.00
D & E ELECTRIC LLC	02640	REPAIR OF DAM - ELECTRIC	225.00
KENDALL ELECTRIC	00225	PEDESTAL BASE - ELECTRIC	317.00
MODEL FIRST AID SAFETY/TRAINING	00313	FIRST AID KITS - ELECTRIC	184.70
MOYER CONSTRUCTION	00316	BLACK MULCH - ELECTRIC	70.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRAINGER, INC.	00172	LOCK OUT KIT - ELECTRIC	170.38
GRAINGER, INC.	00172	LOCKOUT SUPPLIES - ELECTRIC	334.98
TODD DAVLIN	02696	REIMB FOR PLANTS PURCHASED - ELECTRIC	326.70
GRAINGER, INC.	00172	FUSE FOR DAM WEED RAKE - ELECTRIC	2,197.20
KENDALL ELECTRIC	00225	FLUSH MNT BASES/COVERS & SMALL VAULTS - ELECTRI	1,187.42
LITE'S PLUS	00243	LED LIGHT REPLACEMENTS - ELECTRIC	779.40
DETROIT SALT COMPANY	01497	ROUND SALT MI DEAL - MAJ, LOC STS	2,966.29
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	39.03
KEUSCH SUPER SERVICE	00228	TIRE REPLACEMENT WING MOWER DECK - PARKS, CEM	110.00
CULLIGAN	02130	WATER - PARKS, CEM	14.00
STATE OF MICHIGAN	00428	VARIOUS WATER SAMPLES - WATER	2,047.00
FAMILY FARM & HOME	01972	POSTS/STAKES - PARKS	27.48
CHERRY HILL ESTATES	02081	4TH QRTR ASSOC FEE - ECON DEV	90.09
FOSTER BLUE WATER OIL, LLC	02301	GAS REFILL - PARKS, CEM	545.15
HOMETOWN SPORTS, INC.	01326	FLAG FOOTBALL/SOCCER SHIRTS - REC	632.00
BLT'S WEARABLE ART, INC.	02698	TENNIS CAMP SHIRTS - REC	662.55
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,821.02
PORTLAND AREA FIRE AUTHORITY	02128	1ST QRTR FIRE SERVICES JULY-SEPT 21 - COMM PROM	30,139.65
PORTLAND AREA FIRE AUTHORITY	02128	2ND QRTR FIRE SERVICES OCT-DEC 2021 - COMM PROM	30,139.66
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	13.86
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	13.68
GREATAMERICA FINANCIAL SVCS	02664	FOLDING MACHINE PYMT - GEN, RES 21-21	428.80
MANER COSTERISAN	02588	FINANCIAL STMT AUDIT FOR FISCAL YR END JUNE 202	9,500.00
Total:			\$199,869.25

**BI-WEEKLY
WAGE REPORT
October 18, 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.	9,724.66	68,650.26	2,161.61	19,708.01	11,886.27	88,358.27
ASSESSOR	-	-	-	-	-	-
CEMETERY	4,296.20	32,417.11	400.42	9,921.95	4,696.62	42,339.06
POLICE	12,426.77	110,533.43	2,756.23	25,479.82	15,183.00	136,013.25
CODE ENFORCEMENT	-	1,210.65	-	139.58	-	1,350.23
PARKS	3,517.99	26,547.18	486.89	4,038.42	4,004.88	30,585.60
INCOME TAX	2,348.70	16,400.78	605.55	4,780.51	2,954.25	21,181.29
MAJOR STREETS	4,910.34	19,340.11	2,388.10	7,996.80	7,298.44	27,336.91
LOCAL STREETS	3,732.91	19,492.83	1,779.35	9,332.12	5,512.26	28,824.95
RECREATION	325.85	2,275.37	40.84	547.77	366.69	2,823.14
AMBULANCE	14,809.83	98,970.33	2,256.79	16,569.89	17,066.62	115,540.22
DDA	2,696.37	17,516.57	608.07	3,096.09	3,304.44	20,612.66
ELECTRIC	19,522.11	146,202.69	4,291.98	50,343.75	23,814.09	196,546.44
WASTEWATER	7,544.27	56,389.88	1,177.23	16,964.96	8,721.50	73,354.84
WATER	6,948.10	46,048.02	2,032.75	16,531.84	8,980.85	62,579.86
MOTOR POOL	939.57	4,549.40	255.91	1,320.29	1,195.48	5,869.69
TOTALS:	93,743.67	666,544.61	21,241.72	186,771.80	114,985.39	853,316.41

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 10/13/2021
MEETING DATE 10/18/2021

Fund	Description	Beginning Balance 09/30/2021	Total Cash in	Total Cash out	Cash Balance 10/13/2021	Time Certificates	Ending Balance 10/13/2021
101	GENERAL FUND	1,816,022.51	749,329.42	(89,608.37)	2,475,743.56	235,000.00	2,710,743.56
105	INCOME TAX FUND	155,164.85	31,361.54	(35,352.64)	151,173.75	10,000.00	161,173.75
150	CEMETERY PERPETUAL CARE FUND	61,217.51	0.50	(0.50)	61,217.51		61,217.51
202	MAJOR STREETS FUND	355,585.85	3,018.50	(7,314.48)	351,289.87		351,289.87
203	LOCAL STREETS FUND	197,810.85	56,561.62	(9,980.82)	244,391.65		244,391.65
208	RECREATION FUND	47,538.48	2,348.13	(2,629.36)	47,257.25		47,257.25
210	AMBULANCE FUND	154,146.48	31,512.86	(37,481.99)	148,177.35		148,177.35
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	647,865.52	14,099.33	(5,656.94)	656,307.91		656,307.91
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	12,736.82	3,442.14	(329.67)	15,849.29		15,849.29
582	ELECTRIC FUND	2,063,580.32	168,185.61	(165,599.58)	2,066,166.35	530,000.00	2,596,166.35
590	WASTEWATER FUND	(81,451.23)	35,419.16	(51,220.22)	(97,252.29)		(97,252.29)
591	WATER FUND	140,924.55	32,829.00	(29,429.02)	144,324.53	420,000.00	549,161.49
661	MOTOR POOL FUND	235,637.30	10,863.09	(10,629.65)	235,870.74		235,870.74
703	CURRENT TAX FUND	1,680,955.18	167,965.96	(1,809,863.88)	39,057.26		39,057.26
	TOTAL - ALL FUNDS	7,491,097.24	1,306,936.86	(2,255,097.12)	6,542,936.98	1,195,000.00	7,722,773.94
					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	668,282.13	668,282.13
					ELECTRIC-PRIN & INT ESCROW	158,411.95	158,411.95
					WASTEWATER DEBT ESCROW	338,479.90	338,479.90
					WASTEWATER REPAIR ESCROW	206,689.31	206,689.31
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	15,162.21	15,162.21
							10,033,763.66

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

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PERIOD ENDING 09/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2021	MONTH 09/30/2021	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,093,465.00	432,273.73	168,924.21	661,191.27	39.53
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,700.00	0.00	0.00	1,700.00	0.00
101-000-428.001	PILOT- WODA (OLD SCHOOL MANOR)	2,000.00	0.00	0.00	2,000.00	0.00
101-000-445.000	PENALTY & INTEREST	5,350.00	0.00	0.00	5,350.00	0.00
101-000-447.000	TAX COLLECTION FEES	45,450.00	15,984.25	10,443.52	29,465.75	35.17
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	5.64	0.00	(5.64)	100.00
101-000-451.000	BUSINESS PERMITS	100.00	0.00	0.00	100.00	0.00
101-000-453.000	CABLE TV FEES	19,500.00	5,055.99	0.00	14,444.01	25.93
101-000-455.000	TRAILER FEES	300.00	0.00	0.00	300.00	0.00
101-000-476.000	NON-BUSINESS PERMITS	75,000.00	6,920.80	1,376.00	68,079.20	9.23
101-000-543.000	ACT 302 POLICE TRAINING GRANT	660.00	0.00	0.00	660.00	0.00
101-000-570.000	LIQUOR FEES	3,720.00	3,165.25	0.00	554.75	85.09
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	3,000.00	0.00	0.00	3,000.00	0.00
101-000-575.000	REVENUE SHARING-CONST SALES	351,597.00	71,100.00	0.00	280,497.00	20.22
101-000-576.000	REVENUE SHARING-STAT SALES	111,919.00	18,654.00	0.00	93,265.00	16.67
101-000-620.000	PBT TESTING FEES	1,000.00	0.00	0.00	1,000.00	0.00
101-000-623.000	TRANSCRIPT FEES	600.00	260.50	80.50	339.50	43.42
101-000-624.000	MISCELLANEOUS FEES	200.00	0.00	0.00	200.00	0.00
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	82,256.49	27,418.83	246,769.51	25.00
101-000-630.000	CEMETERY LOT SALES	12,200.00	2,175.00	230.00	10,025.00	17.83
101-000-633.000	CEMETERY CARE FEES	6,500.00	1,092.00	648.00	5,408.00	16.80
101-000-634.000	GRAVE OPENING FEES	15,500.00	2,650.00	475.00	12,850.00	17.10
101-000-656.000	DISTRICT COURT FINES	9,000.00	1,912.92	896.58	7,087.08	21.25
101-000-661.000	PARKING FINES	4,300.00	230.00	90.00	4,070.00	5.35
101-000-663.000	MISCELLANEOUS FINES	2,000.00	280.00	100.00	1,720.00	14.00
101-000-664.000	SEX OFFENDER REGISTRATION FEES	100.00	0.00	0.00	100.00	0.00
101-000-665.000	INTEREST INCOME	0.00	(93.74)	(35.74)	93.76	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	0.21	0.07	(0.21)	100.00
101-000-667.000	RENTAL INCOME	6,000.00	2,835.00	885.00	3,165.00	47.25
101-000-676.004	DONATION-RED MILL BUILDING	10,000.00	10,000.00	0.00	0.00	100.00
101-000-678.000	MERS FOREITURE REVENUES	0.00	7,517.64	2,586.19	(7,517.64)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	5,000.00	3,944.64	0.00	1,055.36	78.89
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	30,000.00	16,418.60	705.84	13,581.40	54.73
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	1,864.80	0.00	135.20	93.24
101-000-699.150	TRANSFER FROM PERP CARE	50.00	1.54	0.52	48.46	3.08
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU O	160,000.00	0.00	0.00	160,000.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	41,446.00	0.00	0.00	41,446.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	0.00	0.00	32,009.00	0.00
TOTAL REVENUES		2,380,692.00	686,505.24	214,824.52	1,694,186.76	28.84

Expenditures						
100	COUNCIL	69,160.00	773.44	726.63	68,386.56	1.12
101	COMMUNITY PROMOTIONS	348,188.00	23,509.51	3,876.01	324,678.49	6.75
172	CITY MANAGER	182,506.00	32,634.06	12,728.51	149,871.94	17.88
191	ELECTIONS	6,550.00	697.63	18.00	5,852.37	10.65
201	GENERAL ADMINISTRATION	447,161.00	117,844.41	17,705.02	329,316.59	26.35
209	ASSESSING	52,300.00	4,694.38	1,277.70	47,605.62	8.98
265	CITY HALL	67,530.00	17,522.56	3,680.02	50,007.44	25.95
276	CEMETERY	180,791.00	46,187.85	13,720.50	134,603.15	25.55
301	POLICE	825,049.00	145,900.01	44,778.62	679,148.99	17.68
371	CODE ENFORCEMENT	53,901.00	15,540.82	648.60	38,360.18	28.83
728	ECONOMIC DEVELOPMENT	29,000.00	6,760.70	717.21	22,239.30	23.31
751	PARKS	216,521.00	48,427.28	10,434.95	168,093.72	22.37

PERIOD ENDING 09/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2021 NORMAL (ABNORMAL)	MONTH 09/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,478,657.00	460,492.65	110,311.77	2,018,164.35	18.58
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,380,692.00	686,505.24	214,824.52	1,694,186.76	28.84
TOTAL EXPENDITURES		2,478,657.00	460,492.65	110,311.77	2,018,164.35	18.58
NET OF REVENUES & EXPENDITURES		(97,965.00)	226,012.59	104,512.75	(323,977.59)	230.71

PERIOD ENDING 09/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2021 NORMAL (ABNORMAL)	MONTH 09/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	801,500.00	102,201.58	101,660.13	699,298.42	12.75
	TOTAL EXPENDITURES	623,392.00	33,820.16	10,660.98	589,571.84	5.43
	NET OF REVENUES & EXPENDITURES	178,108.00	68,381.42	90,999.15	109,726.58	38.39
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	4,500.00	401.54	45.50	4,098.46	8.92
	TOTAL EXPENDITURES	50.00	1.54	0.52	48.46	3.08
	NET OF REVENUES & EXPENDITURES	4,450.00	400.00	44.98	4,050.00	8.99
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	806,902.00	115,673.52	115,447.67	691,228.48	14.34
	TOTAL EXPENDITURES	882,710.00	138,210.08	16,012.90	744,499.92	15.66
	NET OF REVENUES & EXPENDITURES	(75,808.00)	(22,536.56)	99,434.77	(53,271.44)	29.73
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	279,173.00	61,466.62	39,104.74	217,706.38	22.02
	TOTAL EXPENDITURES	360,215.00	53,752.98	15,636.91	306,462.02	14.92
	NET OF REVENUES & EXPENDITURES	(81,042.00)	7,713.64	23,467.83	(88,755.64)	9.52
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	110,500.00	15,024.08	5,997.44	95,475.92	13.60
	TOTAL EXPENDITURES	110,443.00	14,940.63	4,866.22	95,502.37	13.53
	NET OF REVENUES & EXPENDITURES	57.00	83.45	1,131.22	(26.45)	146.40
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	642,841.00	246,839.61	17,079.98	396,001.39	38.40
	TOTAL EXPENDITURES	709,769.00	170,733.51	43,218.13	539,035.49	24.05
	NET OF REVENUES & EXPENDITURES	(66,928.00)	76,106.10	(26,138.15)	(143,034.10)	113.71
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	289,100.00	242,497.29	240,132.40	46,602.71	83.88
	TOTAL EXPENDITURES	770,600.00	358,342.43	197,717.08	412,257.57	46.50
	NET OF REVENUES & EXPENDITURES	(481,500.00)	(115,845.14)	42,415.32	(365,654.86)	24.06
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	154,000.00	25,685.94	12,742.05	128,314.06	16.68
	TOTAL EXPENDITURES	152,550.00	25,378.84	0.00	127,171.16	16.64
	NET OF REVENUES & EXPENDITURES	1,450.00	307.10	12,742.05	1,142.90	21.18
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	3,992,025.00	849,704.77	422,468.39	3,142,320.23	21.29
	TOTAL EXPENDITURES	5,077,261.00	874,397.19	211,003.04	4,202,863.81	17.22
	NET OF REVENUES & EXPENDITURES	(1,085,236.00)	(24,692.42)	211,465.35	(1,060,543.58)	2.28

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PERIOD ENDING 09/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2021 NORMAL (ABNORMAL)	MONTH 09/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,048,352.00	170,343.00	85,417.28	878,009.00	16.25
	TOTAL EXPENDITURES	1,265,904.00	158,111.92	52,452.39	1,107,792.08	12.49
	NET OF REVENUES & EXPENDITURES	(217,552.00)	12,231.08	32,964.89	(229,783.08)	5.62
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	763,420.00	151,023.75	71,618.54	612,396.25	19.78
	TOTAL EXPENDITURES	930,583.00	134,776.60	63,847.95	795,806.40	14.48
	NET OF REVENUES & EXPENDITURES	(167,163.00)	16,247.15	7,770.59	(183,410.15)	9.72
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	399,810.00	126,258.93	72,414.59	273,551.07	31.58
	TOTAL EXPENDITURES	553,360.00	117,185.50	69,193.90	436,174.50	21.18
	NET OF REVENUES & EXPENDITURES	(153,550.00)	9,073.43	3,220.69	(162,623.43)	5.91
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	9,292,123.00	2,107,120.63	1,184,128.71	7,185,002.37	22.68
		11,436,837.00	2,079,651.38	684,610.02	9,357,185.62	18.18
	NET OF REVENUES & EXPENDITURES	(2,144,714.00)	27,469.25	499,518.69	(2,172,183.25)	1.28



MANER COSTERISAN

2425 E GRAND RIVER AVE, SUITE 1
LANSING, MI 48912-3291
(517)323-7500

CITY OF PORTLAND
259 KENT ST
PORTLAND, MI 48875

Invoice No.: 19989
Date: 10/06/2021
Client No.: 700480

Financial statement audit for fiscal year end June 30, 2021

\$ 9,500.00

Total Amount Due \$ 9,500.00

INVOICE DUE UPON RECEIPT. Mail checks to address above or go to <https://manercpa.com/make-a-payment/> to pay by ACH, Credit Card or to set-up a monthly financing option.

City of Portland
Breakdown of Audit Costs
Year Ended June 30, 2021

<u>Fund</u>	<u>Invoice</u>
General	\$ 2,000.00
Income Tax	1,250.00
Major Street	500.00
Local Street	500.00
Electric	1,750.00
Sewer	1,750.00
Water	1,750.00
	<u>\$ 9,500.00</u>



TOTAL TECHNICAL ASSURANCE GROUP INC.

2516 Selkirk Dr.
 KELOWNA, BC
 V1V 2V6
 PH: (250) 870-7882

TO: City of Portland Michigan
 259 Kent Street
 City of Portland, MI 48875
 USA

INVOICE NO. 201993
P.O. NUMBER Client to Supply
DATE 01-Oct-21

TERMS Net 7 days

W.O. #	DESCRIPTION	AMOUNT
	FTTX Broadband Development and Deployment Services - Trusted Agent Consulting Oct 1st Billing	\$10,000.00
		Sub Total \$10,000.00
		USD
		TOTAL DUE \$10,000.00

Current	30 Days Past Due	60 Days Past Due	90 Days Past Due	Interest	Balance Due

Thank you for your business. It's been our pleasure providing technical services to your organization. All invoices are due and payable net 30 days from the date of invoice. Interest charged at 2% per month. (24% per annum) on the unpaid balance of past due accounts.

Portland Area Fire Authority

773 E Grand River Ave
 Portland, MI 48875

Invoice**Invoice #:** 31406**Invoice Date:** 8/6/2021**Due Date:** 8/31/2021**Project:****P.O. Number:** 1st Qtr**Bill To:**

City of Portland
 259 Kent St.
 Portland, MI 48875

Date	Description	Amount
8/6/2021	<p>1st Quarter Fire Services - July - September 2021</p> <p>Note the invoice is based on the existing fire budget as per the Fire Authority Agreement. The following is a breakdown based on the existing annual budget of \$287,455</p> <p>City of Portland - 41.94% = \$120,558.63 divided by 4 = (3 pmts-\$30,139.66 / 1 pmt \$30,139.65)</p> <p>Portland Twp. - 37.17% = \$106,847.02 divided by 4 = (3 pmts-\$26,711.76 / 1 pmt \$26,711.74)</p> <p>Danby Twp. - 20.89% = \$60,049.35 divided by 4 = (3 pmts of \$15,012.34 / 1 pmt \$15,012.33)</p>	30,139.65

We appreciate your prompt payment.

Total	\$30,139.65
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Payments/Credits	\$0.00
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Balance Due	\$30,139.65
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Portland Area Fire Authority773 E Grand River Ave
Portland, MI 48875**Invoice****Invoice #:** 31411**Invoice Date:** 10/7/2021**Due Date:** 10/29/2021**Project:****P.O. Number:** 2nd Qtr**Bill To:**City of Portland
259 Kent St.
Portland, MI 48875

Date	Description	Amount
10/7/2021	<p>2nd Quarter Fire Services - October - December 2021</p> <p>Note the invoice is based on the existing fire budget as per the Fire Authority Agreement. The following is a breakdown based on the existing annual budget of \$287,455</p> <p>City of Portland - 41.94% = \$120,558.63 divided by 4 = (3 pmts-\$30,139.66 / 1 pmt \$30,139.65)</p> <p>Portland Twp. - 37.17% = \$106,847.02 divided by 4 = (3 pmts-\$26,711.76 / 1 pmt \$26,711.74)</p> <p>Danby Twp. - 20.89% = \$60,049.35 divided by 4 = (3 pmts of \$15,012.34 / 1 pmt \$15,012.33)</p>	30,139.66

We appreciate your prompt payment.

Total	\$30,139.66
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Payments/Credits	\$0.00
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Balance Due	\$30,139.66
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**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, August 11, 2021 at 7:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Fitzsimmons, Johnston, Williamson, Hinds, Roeser, Kmetz

Absent: None

Staff: City Manager Gorman; City Clerk Miller

Guests: Paul LeBlanc, AICP of PLB Planning Group

Chair Fitzsimmons called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

There was no public comment.

Motion by Kmetz, supported by Williamson, to approve the proposed Agenda.
All in favor. Approved.

Motion by Williamson, supported by Johnston, to approve the minutes of the July 14, 2021 meeting as presented.
All in favor. Approved.

Chair Fitzsimmons opened the Public Hearing at 7:01 P.M.

City Manager Gorman stated the purpose of the Public Hearing is to consider a proposed revision of 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.

Mr. LeBlanc noted that he made changes to the proposed ordinance based on the discussion of the Planning Commission at its meeting on July 14, 2021. Those changes have been incorporated into the document presented for consideration tonight.

Chair Fitzsimmons noted the written comments received by Terry Frewen for the record. (The written comments were distributed to the Planning Commission and are attached to approved minutes.)

There was discussion of the written comments.

In response to no parking guidelines for a Brewery/Distillery, Mr. LeBlanc noted that there are several permitted uses that do not have designated parking requirements. There is a specific provision in the parking chapter that states the Zoning Administrator will make the determination based on the closest use.

Planning Commission Minutes
August 11, 2021

In response to no parking guidelines or definition for Live/Work Units, Mr. LeBlanc noted that the requirements for a Live Unit is defined. The parking requirement for the Work Unit cannot be designated as the potential business is unknown. The definition of Live/Work Unit will be addressed when the current Ordinance is revised.

In response to a potential contraction of the width/depth ratio, Mr. LeBlanc explained how the ratio is determined and noted that “maximum width/depth” ratio will be added to the ordinance to address the confusion.

In response to removing the Indoor Recreation Facility uses but not the parking requirements, Mr. LeBlanc noted that was an oversight on his part and he will remove the parking requirement for this particular use from the ordinance.

Mr. Frewen suggested a limit to the percentage of various siding options (vertical siding, sheet metal, cement board, EIFS) rather than not allowed.

Mr. LeBlanc noted that he tried to make adjustments to this provision of the ordinance based on the previous discussions of the Planning Commissions. Further adjustments can be made.

There was discussion.

The Planning Commission concurred that language should be added to Section (1) b. that these siding options should be allowed on any side not facing a public or private street.

The Planning Commission discussed Mr. Frewen’s request that a “Use” Variance be added to the ordinance.

There was discussion.

Mr. LeBlanc stated the current ordinance is contradictory. In one section a Use Variance is prohibited and, in another section, there are standards to allow it.

City Manager Gorman stated that he is verified with legal counsel that a Use Variance is not allowed.

Mr. LeBlanc stated the purpose of a Use Variance is to address a property that is zoned such that a reasonable use of a particular property cannot be found under its current zoning; so, there is no property value. He stated the solution to this type of issue is to rezone the property or amend the ordinance to allow that particular use in that area.

There was continued discussion.

Chair Fitzsimmons closed the Public Hearing at 7:35 P.M.

Planning Commission Minutes
August 11, 2021

Under New Business, the Planning Commission considered the proposed revision of 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.

Motion by Kmetz, supported by Williamson, to approve the proposed revision of 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. with the noted change to Section (1) b. that siding options (vertical siding, sheet metal, cement board, EIFS) should be allowed on any side not facing a public or private street.

All in favor. Approved.

City Manager Gorman provided an update on the Rindlehaven property. Mayberry Homes has expressed interest in rezoning the entire area to R-2 while reserving approximately 20 acres next to The Brook for commercial. An application for these changes is expected at any time.

City Manager Gorman provided development updates on various projects happening throughout the City of Portland.

City Manager Gorman stated the Planning Commission will welcome back Mike Culp next month.

There were no Planning Commission member comments.

Motion by Kmetz, supported by Williamson, to adjourn the meeting at 7:51 P.M.
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary

City Of Portland
Water Department
Monthly Water Report
September 2021

Monthly Water Production

Well #4	5,728,000 Gallons
Well #5	0 Gallons
Well #6	7,816,000 Gallons
Well #7	21,000 Gallons

Daily Water Production

Well #4	190,933 Gallons
Well #5	0 Gallons
Well #6	260,533 Gallons
Well #7	700 Gallons

Daily Average Water Production for All Wells 452,166 Gallons

Total Water Production for the Month 13,565,000 Gallons

Total Water Production for the Previous Month 14,075,000 Gallons

Total Production decreased by 510,000 Gallons

Total Production for This Month from the Previous Year 11,742,000 Gallons

Total Production increased by 1,823,000 Gallons

Rodney D. Smith Jr.
Water Technician

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 12, 2021 - 3:00 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)
- VII. Unfinished Business**
- VIII. New Business**
 - A. 2022 Budget Hearing
 - B. Adopt 2022 Budget Resolution
 - C. Request Approval of Reimbursement Grant Agreement to spay and neuter community owned felines. -Carly Quinn
 - D. Request Approval of Health Department budget amendment -Ken Bowen
 - E. Request Approval of Mid-State Health Network Substance Use Disorder Agreement- Ken Bowen
 - F. Request Appointment to the Land Bank Authority
 - Rhonda Lake- 3-year Appointment 2021-2024
 - G. Request Appointment to the Commission on Aging Board
 - Dennis Sitzer- 3-year Appointment 2021-2024
 - Laura Linebaugh- 3-year Appointment 2021-2024
 - H. Request Appointment to the Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services Coordinator
 - Michael Carigon- 3-year Appointment 2021-2024
 - I. Request Appointment to the Construction Board of Appeals
 - Kamm Carpenter- 2-year Appointment 2021-2023
 - Robert Cusack- 2-year Appointment 2021-2023
 - Gregg Yeomans- 2-year Appointment 2021-2023

- Nathan Sprague- 2-year Appointment 2021-2023
- Chris Bredice- 2-year Appointment 2021-2023

- J. Recommendation for employee payment for opt out of health insurance
- K. Resolution to opt out of health insurance hard cap
- L. Request to change health insurance to Priority Health from Blue Cross Blue Shield

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

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-21131**

- Consumers Energy Company requests Michigan Public Service Commission's approval of criteria for the formation of a Legally Enforceable Obligation under the Public Utility Regulatory Policies Act of 1978 and for other relief.
- 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, October 27, 2021 at 10:00 AM

BEFORE: Administrative Law Judge Martin Snider

LOCATION: Video/Teleconferencing

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's September 1, 2021 application requesting the Commission to: 1) grant approval of Consumers Energy Company's proposal to adopt minimum Legally Enforceable Obligation criteria and continue the current Legally Enforceable Obligation determination process of assessing each qualifying facilities (QF) project on a case-by-case basis; 2) in the alternative, grant approval of the Consumers Energy Company's proposed Legally Enforceable Obligation criteria and process for determining a Legally Enforceable Obligation; 3) grant approval of Consumers Energy Company's proposed process for the abrogation of a Legally Enforceable Obligation; and 4) grant Consumers Energy Company 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 October 20, 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-21131. 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.; 1982 PA 304, as amended by 1987 PA 81, MCL 460.6h et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448; and PL 95-617, 92 STAT 3117; and 18 CFR 292 et. seq.

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