



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

7:00 P.M. Monday, November 1, 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>	
7:20 PM	VI. <u>Presentations</u> A. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:25 PM	A. Proposed Resolution 21-58 Approving the Purchase of Automatic Meter Reading Technology	Decision
7:28 PM	B. Proposed Resolution 21-59 Approving Repairs to the Storage Building Adjacent to the DPW Building	Decision
7:30 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting hold on October 18, 2021	
	B. Payment of Invoices in the Amount of \$110,438.75 and Payroll in the Amount of \$140,508.13 for a Total of \$250,946.88	
	C. Purchase Orders over \$5,000.00	
	1. State of Michigan in the Amount of \$7,444.00 for Payment on the Safe Routes to School Project	
	2. Farabee Mechanical Inc. in the Amount of \$13,091.19 for Norbert Engine Fuel Pump Repair	
	3. Farabee Mechanical Inc. in the Amount of \$21,354.49 for Norbert Head and Fuel Pump Repairs	
	4. Santander Leasing LLC in the Amount of \$31,931.35 for the Final Payment on the Snow Plow	
	XI. <u>Communications</u>	
	A. Merit Pay 2021	
	B. DDA Minutes for September 27, 2021	

**Estimated
Time**

**Desired
Outcome**

- C. Utility Billing Report for September 2021
- D. Wastewater Department Report for August 2021
- E. Ionia County Board of Commissioners Agenda for October 19, 2021
- F. Ionia County Board of Commissioners Agenda for October 26, 2021

7:35 PM

XII. Other Business – None

7:40 PM

XIII. City Manager Comments

7:45 PM

XIV. Council Comments

7:50 PM

XV. Adjournment

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-58

**A RESOLUTION APPROVING THE PURCHASE OF
AUTOMATIC METER READING TECHNOLOGY**

WHEREAS, Council previously approved the process of migrating the existing water meters to the radio read Orion ME meter system by Badger and replacing all of the non-compatible meter bodies; and

WHEREAS, the cost of AMR technology has come down and the products have become more robust offering potential leak detection, reverse flow indication, non-usage alarm, GPS mapping, and now Badger's system is capable of being migrated from a walk-by/drive by system to a fixed base system; and

WHEREAS, the AMR system will eliminate manual entry of water readings at the meter and into the billing system at City Hall and new meters may help pay for themselves because older meters typically maintain their accuracy or slow down 5-7% as they age; and

WHEREAS, City staff are recommending that the City purchase new meters and equipment from SLC Meter LLC for \$37,852.49, a copy of the quote is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves staff's recommendation to purchase of new meters and equipment from SLC Meter LLC for \$37,852.49, a copy of the quote is attached as Exhibit A.

2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: November 1, 2021

Monique I. Miller, City Clerk

SLC Meter llc
 595 Bradford St.
 Pontiac, MI 48341

Ph. 248-625-0667
 Fx. 248-625-8650
 www.slc-meter.com

QUOTATION

Date	Quote #
10/21/2021	34906

Name / Address
CITY OF PORTLAND 259 KENT STREET PORTLAND, MI 48875

Ship To
CITY OF PORTLAND 451 MORSE DR. PORTLAND, MI 48875

P.O. No.	Terms	Rep	Entered by
	Net 30	ASB	ASB

Item	Description	Qty	Unit Price	Total
BM-E23-G2-G	5/8" X 3/4" BADGER E-SERIES G2 METER W/ LF BRZ BODY, 9 DIAL GALLON OUTPUT, TEMP & PSI SENSORS, 10' WIRE & TWIST TIGHT CONNECTOR	50	205.51	10,275.50
BM-E4-SS-G	1" BADGER E-SERIES STAINLESS STEEL BODY METER WITH HRE/LCD REGISTRATION (1" X 10 3/4"), GALLONS, WITH 10' TWIST TIGHT CONNECTOR	11	266.04	2,926.44
BM-E6-G	1 1/2 " BADGER E-SERIES METER W/ STAINLESS STEEL BODY, HRE/LCD REGISTRATION U.S. GALLONS, ELIPTICAL FLANGE, 13" LENGTH W/10' TWIST TIGHT CONNECTOR	5	633.42	3,167.10
BT-58-NUT	NUT 5/8" HEX	20	0.21	4.20
BT-58X2.25	BOLT 5/8" X 2 1/4"	20	0.58	11.60
MFP-T-01939	1 1/2" X 1/8" THICK NEOPRENE RUBBER DROP-IN FLANGE GASKET	10	1.73	17.30
BM-CMPD-2	RCDL Compound Series Meter LL (NSF 61-G), 2", Elliptical w/Test Plug, Less Connections, less register	4	1,966.42	7,865.68
BM-HRE-LCD	BADGER HRE-LCD ENCODER, 9 DIAL, GALLONS, W/ 10' TWIST TIGHT CONNECTOR	8	75.08	600.64
BT-58-NUT	NUT 5/8" HEX	32	0.21	6.72
BT-58X2.5	BOLT 5/8" -11" X 2 1/2" HHCS GR2 ZINC	32	0.58	18.56
GA-FL-2-FF	2" X 1/8" FULL FACE RUBBER GASKET (4 HOLE)	8	2.76	22.08
BM-E8-G-L	3" LONG BODY BADGER E-SERIES METER WITH BRONZE BODY 17" LAY LENGTH, HRE-LCD REGISTRATION IN GALLONS W/10' TWIST TIGHT CONNECTOR	1	2,224.01	2,224.01
BT-58-NUT	NUT 5/8" HEX	8	0.21	1.68
BT-58X2.5	BOLT 5/8" -11" X 2 1/2" HHCS GR2 ZINC	8	0.58	4.64
GA-FL-3-FF	3" X 1/8" FULL FACE RUBBER GASKET	2	4.17	8.34
BM-OBE-HLA	BADGER ORION HLA CELLULAR END POINT, TWIST TIGHT CONNECTOR, 8" WIRE W/ Wall Cover Install Kit	75	142.64	10,698.00

Please note the purchase and payment terms of SLC Meter llc. Written acceptance of this quotation is needed to order materials. All special order items have a 35% restocking fee. Brass products not marked "N-L" "E-B" or "NSF-61" may contain lead and are not for use in potable or drinking water systems. Please go to www.slc-meter.com for further details.	Total \$37,852.49
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Thank You!

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 21-59

**A RESOLUTION APPROVING REPAIRS TO THE STORAGE
BUILDING ADJACENT TO THE DPW BUILDING**

WHEREAS, the Electric Department utilizes a storage building that sits next to the DPW building. The storage building has fallen into disrepair and in need of repairs and improvements; and

WHEREAS, the Electric Superintendent received a quote from Durrant Brothers Construction, LLC to perform the necessary repairs to building in the amount of \$19,860.00 a copy of the quote and memo from the Electric Superintendent, are attached as Exhibit A; and

WHEREAS, at its meeting on October 26, 2021, the Board of Light and Power voted to recommend that City Council approve same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve the repairs to the storage building to be performed by Durrant Brothers Construction, LLC in the amount of \$19,860.00 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: November 1, 2021

Monique I. Miller, City Clerk

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

cc: Tutt Gorman, City Manager

Date: 10-26-2021

Re: Reside Storage Building Adjacent to DPW Yard

The Board of Light and Power has a metal storage building immediately north of the DPW facilities. The building is used for storing pipe, equipment, and inventory. It is near the river trail, and Portland Products. The building has practical use but is not aesthetically pleasing. Durrant Brothers Construction, LLC is residing the DPW building. We requested a quote from Durrant Brothers to update the metal siding on the storage building and install an overhead door to match the improvements of the DPW building.

RECOMMENDATION: Authorize and recommend to City Council to approve Durant Brothers Construction LLC to remove and replace the existing steel siding and to replace the sliding door with an overhead door to match siding work at the adjacent DPW building for a proposed cost of \$19,860.

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 Storage barn next to DPW exterior remodel	
ADDRESS, CITY, STATE, ZIP		JOB LOCATION	

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

- * **Tear one layer of existing steel off the walls and gable.**
- * **Frame in the old slider door opening on the north side of the building so that it is flush with the rest of the building.**
- * **Remove slider door on the north end of the building.**
- * **Install one Wayne Dalton 14'x13' insulated overhead door with opener.**
- * **There will be 2"x6" treated wood installed on the bottom of the building where it is needed.**
- * **Install all trims where it is needed to match the new steel. Install new soffit on the east and west side. Install new fascia on the east and west side.**
- * **Install wainscot style steel on the building**
- * **Install a 29 gauge Michigan steel panel. There is a 45 year warranty for the paint on the steel. Color samples are available.**
- * **All construction materials from us will be cleaned up by us***
- ** **Durrant Brothers is not responsible for any unforeseen issues****
- ** **The material pricing for this job is only good for 7 seven days from the date on the proposal. This is due to the continued cost of materials rising****

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum of: **nineteen thousand eight hundred and sixty** dollars (\$ **19,860**)

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 _____

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 18, 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

Guests: Kathy Parsons; Bob Lathers

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

Under Public Comment, Bob Lathers stated how impressed he is with the City's infrastructure; although he would like Center St. to be improved at some time. Overall, he stated that he is a satisfied, tax paying citizen. He further stated his concern with lighting at the intersection of Grand River Ave. and West St. since the installation of the new traffic signal. The intersection is very dark in the morning when kids are going to school at St. Patrick.

City Manager Gorman noted that a street light was removed when the new traffic signal was installed. The Electric Department has been monitoring whether the street light should be reinstalled or if the traffic signal provides enough illumination. The principal of St. Patrick school has also been consulted. City Manger Gorman further noted the Electric Department will revisit the issue this week.

There was discussion.

Under City Manager Report, City Manager Gorman stated that the scheduled power outage that occurred Friday, October 15th at 11:45 P.M. went very well. Power was restored at 9:30 A.M. Consumers Energy did a great job. City Manager Gorman presented a slideshow of the event.

The Toan Park Reveal was held on October 12, 2021. It was a great event that was very well attended. The VFW held a flag raising as part of the event to dedicate the new flag pole that was installed at the park.

Mayor Barnes stated that the improvements to Toan Park and the installation of the splash pad are very significant accomplishments for the City of Portland and the DDA. This project will impact the City of Portland for decades to come.

Council Member Johnston noted a special moment she had with a little girl that was at the event when the child realized a school fundraising event she participated in helped make the splash pad a reality.

City Manager Gorman stated the Portland Area Municipal Authority held a workshop on October 12, 2021 with the member jurisdictions. It was an opportunity to discuss the existing agreement and space allocation. There was constructive, beneficial conversation throughout the workshop.

There was discussion.

City Manager Gorman noted that he will be naming Police Chief Thomas the permanent Ambulance Director. The department is fully staffed at this point. There have been very significant, positive changes over the past few months.

The Planning Commission met on October 13, 2021 and held 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. The meeting was well attended by many residents that live in the area with concerns over the proposed commercial zoning request. The Planning Commission tabled a decision on the proposed rezoning to provide Mayberry Homes an opportunity to submit a new proposal.

At the Planning Commission meeting a planner for the owner of Portland Apartments proposed the development of storage units on the property he owns between Tom's Food Center and Charlotte Hwy. This is a permitted use under the current zoning of the property.

City Manager Gorman stated that he is working with Paul LeBlanc of PLB Planning to update Chapter 42 of the Code of Ordinances. He hopes to provide a draft ordinance to the Planning Commission in the next few months. At their meeting the Planning Commission discussed the potential of adding short term rentals; for use as an AirBNB or similar rental, per a recent request from a downtown property owner. The Planning Commission concurred that this use should be added to the ordinance.

City Manager Gorman noted that he has ordered a commercial appraisal of the property at Cutler Rd. and Grand River Ave. so the property can be marketed for sale.

The Phase I Environmental Assessment of the property proposed to be donated to the DDA by Bill Fabiano has been completed. There is some evidence that suggest there could be underground storage tanks on the property; further testing will have to be completed to determine if this is the case.

City Manager Gorman stated the City received a letter of acceptance for the American Recovery Act funding earlier today. He expects the City will receive the first half of the funding within the next 30 days.

There were no presentations.

Under New Business, the Council considered Resolution 21-55 to approve repairs to the doors and windows at the Hydro Dam in the amount of \$15,012.38 by Bert's Glass.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 21-55 approving repairs to the doors and windows at the Hydro Dam's Generating Station.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 21-56 to approve the financing of a 2022 International Snow Plow Truck for the DPW in the amount of \$172,298.84 over a five-year term with 2.25% interest.

Motion by Johnston, supported by Sheehan, to approve Resolution 21-56 approving the financing of a 2022 International snow plow truck for the Department of Public Works.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 21-57 to approve improvements to the restrooms at the Bogue Flats Recreational Area in the amount of \$22,291.00 by Durrant Brothers Construction, LLC.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 21-57 approving improvements to the Bogue Flats Recreational Area Restrooms.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Sheehan, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on October 4, 2021, 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. Purchase orders to Maner Costerisan in the amount of \$9,500.00 for audit services, Total Tech Assurance Group in the amount of \$10,000.00 for broadband development services, and the Portland Area Fire Authority in the amount of \$60,279.31 for 1st and 2nd quarter payments were also included.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman stated trick-or-treating will be held on Halloween, Sunday, October 31, 2021 from 6:00 – 8:00 P.M.

He further thanked City Clerk Miller for her efforts to have the audio/video equipment repaired before tonight's meeting.

Under Council Comments, Mayor Barnes thanked everyone for their efforts in the successful power outage and required maintenance of the electrical system. He further thanked City Manager Gorman for his presence throughout the night and over the duration of the project.

Mayor Barnes also noted the Toan Park Reveal was a great event. He stated that it is great to see long planned projects come to fruition.

Mayor Barnes and Mayor Pro-Tem VanSlambrouck recognized the passing today of Colin Powell; a great American.

Mayor Pro-Tem VanSlambrouck extended congratulations to Chief Thomas on her upcoming appointment as Ambulance Director.

He further noted the improvements to the restrooms at Bogue Flats will be great for City residents.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 8:02 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the October 18, 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

Public Comment - Bob Lathers stated how impressed he is with the City's infrastructure and also his concern with lighting at the intersection of Grand River Ave. and West St. since the installation of the new traffic signal.

Approval of Resolution 21-55 approving repairs to the doors and windows at the Hydro Dam's Generating Station.

All in favor. Adopted.

Approval of Resolution 21-56 approving the financing of a 2022 International snow plow truck for the Department of Public Works.

All in favor. Adopted.

Approval of Resolution 21-57 approving improvements to the Bogue Flats Recreational Area Restrooms.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:02 P.M.

All in favor. Adopted.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PLB PLANNING GROUP LLC	02504	CONSULTING -	4,012.50
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	8,258.00
STAR THOMAS	01654	OCT. 2021 PHONE BILL REIM - POLICE	40.00
PORTLAND EYE CARE	MISC	EYE EXAM DIAG M GENSTERBLUM - AMB	65.00
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR/PARTS - CITY HALL	904.93
CONSUMERS ENERGY	00095	GAS SERVICE -WATER	18.16
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	15.00
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	18.16
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.59
CONSUMERS ENERGY	00095	GAS SERVICE -WW	171.06
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	18.63
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	22.25
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	335.43
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	95.71
STATE OF MICHIGAN	00428	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	7,444.00
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	676.41
GRAINGER, INC.	00172	OIL, WIPES - WW	343.12
USA BLUEBOOK	01850	MANHOLE DECALS - WW	24.95
USA BLUEBOOK	01850	STRAINER SCREEN - WW	58.08
PETERSEN OIL & PROPANE	02534	DIESEL FUEL FOR GENERATOR -WW	389.89
USA TODAY NETWORK	02501	SYNOPSIS OF COUNCIL MEETINGS - GEN	140.00
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	348.71
REED & HOPPE, INC.	00390	SAFETY STRAPS - ELECTRIC	124.20
FAMILY FARM & HOME	01972	MOVERS DOLLYS - ELECTRIC	38.91
KENDALL ELECTRIC	00225	CABLE CUTTER - ELECTRIC	186.07
KENDALL ELECTRIC	00225	REPLACEMENT LIGHTS - ELECTRIC	93.47
KENDALL ELECTRIC	00225	REPLACEMENT LIGHTS - ELECTRIC	103.35
KENDALL ELECTRIC	00225	REPLACEMENT LIGHTS - ELECTRIC	93.47
LITE'S PLUS	00243	EMERGENCY LIGHTS EXIT SIGNS - ELECTRIC	259.55
PREMIER SAFETY	02465	CALIBRATING GAS METER - ELECTRIC	234.32
GREAT LAKES JANITORIAL SERVICES	02654	TILE AND GROUT CLEANING - ELECTRIC	1,350.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
JOHN DEERE FINANCIAL	01818	VAR PURCHASES - VAR DEPTS	1,674.87
FAMILY FARM & HOME	01972	SUPPLIES - MAJ STS	10.98
KEUSCH SUPER SERVICE	00228	TIRES - MTR POOL	279.98
KEUSCH SUPER SERVICE	00228	WHEEL #906 - MTR POOL	109.00
BOBCAT OF LANSING	02439	SERVICE SUPPLIES - MTR POOL	438.03
TIMBER TREE SERVICES LLC	01817	TREE/STUMP REMOVAL - WATER	455.00
THE VISITING ARBORISTS	MISC	OAK WILT INSPECTION - MAJ STS	150.00
SANTANDER LEASING LLC	02479	FINAL PYMT FOR SNOW PLOW - MTR POOL	31,931.35
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - POLICE	123.00
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - MTR POOL	568.73
FAMILY FARM & HOME	01972	BOOTS FOR METER READER - ELEC, WATER, WW	119.99
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	430.00
POSTMASTER	00374	ANNUAL FIRST CLASS PRESORT FEE - GEN	265.00
PM TECHNOLOGIES	02662	SERVICE CALL GENERATOR WELL 7 - WATER	326.25
STATE OF MICHIGAN	00428	WATER SAMPLES - WATER	122.00
KEUSCH SUPER SERVICE	00228	#303 DIAG - POLICE	51.38
NYE UNIFORM CO.	00338	SHIRTS/PANT UNIFORM SMITH - POLICE	319.96
CULLIGAN	02130	WATER X4 - POLICE	22.00
TOM GOGGINS	02543	MENARDS REIM COUNTER TOP SUPPLIES - POLICE	100.60
ROBERT W LAMSON, PHD	MISC	PSYCHOLOGICAL TESTING C RAIRIGH - POLICE	465.00
CULLIGAN	02130	WATER CITY HALL - GEN	7.50
RESCO	00392	METER SOCKETS - ELECTRIC	1,369.20
HAMLETT ENVIRONMENTAL	02699	GEAR REDUCER MOTOR FOR TSP - WW	2,533.00
RESCO	00392	POWER METERS - ELECTRIC	580.80
CAPITOL BARRICADING, INC.	02700	OUTAGE SIGN RENTAL - ELECTRIC	575.00
PACE ANALYTICAL SERVICES, INC.	02435	GROUND WATER ANALYSIS - ELECTRIC	600.00
GRAINGER, INC.	00172	DRUM SPILL CONTAIN PALLET - ELECTRIC	722.51
MUNICIPAL SUPPLY CO.	00324	FIRE PROOF SAFETY CABINETS - ELECTRIC	3,091.37
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - MTR POOL	278.49
D&K TRUCK COMPANY	02257	VALVE ASSEMBLY/CREDIT FREIGHT CHG - MTR POOL	15.00
MUNICIPAL SUPPLY CO.	00324	HI VIS SAFETY VESTS - ELECTRIC	239.07

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRAINGER, INC.	00172	DIESEL ABSORBANT SOCKS - ELECTRIC	499.81
GRAINGER, INC.	00172	CONFINED SPACE FAN - ELECTRIC	401.46
MOYER CONSTRUCTION	00316	SIDEWALK REPLACEMENT - ELECTRIC	400.00
MUNICIPAL SUPPLY CO.	00324	PARKING LOT PAINT - ELECTRIC	36.00
PEERLESS-MIDWEST, INC.	01519	BENTONITE HOLE PLUGS - WATER	1,123.84
POWER LINE SUPPLY COMPANY	00389	SAFETY TESTING GLOVES/SLEEVES - ELECTRIC	114.77
RESCO	00392	REPLACEMENT LIGHTS - ELECTRIC	449.60
STAR THOMAS	01654	OFFICE SUPPLIES, PLUMBING, STORAGE REIM - POLIC	947.19
FAMILY FARM & HOME	01972	OIL FILTERS/BLOWER - PARKS, CEM	47.94
FAMILY FARM & HOME	01972	SUPPLIES - PARKS, CEM	31.47
BSN SPORTS	00911	BASKETBALL NETS - REC	61.89
DURRANT BROTHERS CONSTRUCTION LLC	02612	BOGUE FLATS REMODEL 60% DOWN - PARKS, APPRV RES	13,374.60
PORTLAND PUBLIC SCHOOLS	00370	TENNIS INSTRUCTION SVCS - REC	1,367.95
ANTHONY SMITH	02449	CLOTHING ALLOW REFUND - WW	275.58
FOSTER BLUE WATER OIL, LLC	02301	GAS - PARKS, CEM	490.81
FOSTER BLUE WATER OIL, LLC	02301	DIESEL - PARKS, CEM	320.58
HAMMOND FARMS NORTH	02518	TOP SOIL - PARKS	94.50
HAMMOND FARMS NORTH	02518	TOP SOIL - PARKS	94.50
HAMMOND FARMS NORTH	02518	TOP SOIL - PARKS	94.50
HAMMOND FARMS NORTH	02518	TOP SOIL- PARKS	94.50
HAMMOND FARMS NORTH	02518	TOP SOIL - PARKS	94.50
HAMMOND FARMS NORTH	02518	TOP SOIL - PARKS	94.50
KEUSCH SUPER SERVICE	00228	TIRES #951 - MTR POOL	1,035.00
LA CROSSE SEED	02112	GRASS SEED TWO RIVERS - PARKS	312.00
MUNICIPAL SUPPLY CO.	00324	CAUTION TAPE - 36	36.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	500.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	1,625.00
TIMBER TREE SERVICES LLC	01817	TRIM TREES - MAJ STS	150.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	500.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	972.50
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - CEMETERY	975.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	500.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	1,382.50
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	570.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	360.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	1,910.00
USA BLUEBOOK	01850	HACH PHOSVER 3 SAMPLE - WW	43.71
FAMILY FARM & HOME	01972	CONCRETE & MORTOR - MAJ STS	53.88
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES, TOOLS, PARTS - VAR DEPTS	955.76
ED FILTER	00540	OFFICIAL - REC	280.00
BRIAN RUSSELL	00593	OFFICIAL - REC	168.00
JORGEN SONDAY	02675	OFFICIAL - REC	63.00
NATHAN LEHNERT	02496	OFFICIAL - REC	354.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	54.00
CITY OF PORTLAND-PETTY CASH	00701	VAR REIMB - VAR DEPTS	285.93
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS AUG 2021-GEN	911.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS SEPT 2021-GEN	1,646.00
APWA MEMBERSHIP	02701	MEMBERSHIP FEES - MAJ, LOC STS	410.00
Total:			\$110,438.75

MDOT
Michigan Department of Transportation
Statement Date: 10/06/2021

MDOT00282 - CITY OF PORTLAND

Program: 205188CON

Federal Project: 20A0853

Description: Citywide - Cit Item 1: Intersection signal and crossing improvement on West St and W. Grand River Ave. Current traffic signal is outdated with current timing being a barrier to allow time to cross or reasonable wait times for pedestrians. New signal would have pedestrian

Phase: 01 Construction Contract

Safe Routes to School

Funding Profile	Fed Pro Rata	Jrnl Description
-----------------	--------------	------------------

A00102	#MULTIVALUE	2020-5360 PORTLAND		
	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	926,770.00	926,770.00		
Local	205,631.50	160,171.41	152,727.41	7,444.00

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: 10/06/2021

- 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
205188CON -	7,444

STATEMENT	Customer Name	PAGE 1
	CITY OF PORTLAND	
Remit to:	Customer Account Number	Statement Closing Date
State of Michigan	MDOT00282	10-04-21
Attn: Finance Cashier	AR Dept/BPRO	Due Date
P.O. Box 30648	591:ACT51	11-03-21
Lansing MI 48909		Amount Enclosed

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	Statement Closing Date
MDOT00282	10-04-21
Customer Name	IF YOU HAVE ANY QUESTIONS, PLEASE CALL
CITY OF PORTLAND	

Current Period Charges

Description	Date	Transaction ID	Charges
Payment - Thank you	09-10-21	CACR591210000006640	\$63,934.29
Payment - Thank you	09-10-21	CACR591210000006640	\$10,258.74
Payment - Thank you	09-10-21	CACR591210000006641	\$1,506.59
Payment - Thank you	09-10-21	CACR591210000006641	\$578.35
Payment - Thank you	09-23-21	CACR591210000006890	\$1,417.25
-	09-30-21	CARE1591REIM21001810	\$7,444.00

Important Customer Information



PURCHASE ORDER

City of Portland

P.O. 8823

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

VENDOR Farabee Mechanical Inc.

DATE: 10/18/21

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>Verbest Engine Fuel</u>	<u>582.539.931</u>		<u>\$13,091.19</u>
<u>pump repair</u>			

DEPARTMENT HEAD (UP TO \$500) Jodi O.

TOTAL \$13,091.19

Treasurer Initials

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

Farabee Mechanical Inc.

PO Box 1748
Hickman, NE 68372

Invoice

DATE	INVOICE #
9/28/2021	09282021-B

BILL TO
City of Portland 259 Kent Street Portland, MI 48875

SHIP TO

P.O. NO.	TERMS	CONTRACT NUMBER
Service Call	Net 15	23082201

DESCRIPTION	QTY	RATE	AMOUNT
Labor - September 14 -17, 2021 Two technicians onsite September 15 & 16, 2021		9,456.00	9,456.00
Rebuilt Norbert Fuel Pump	1	3,635.19	3,635.19
See enclosed Service Report			

Total USD		\$13,091.19
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PURCHASE ORDER

City of Portland

P.O. 8824

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

VENDOR Furube Mechanical

DATE: _____

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<i>Norberg Engine head and fuel pump issues repair</i>	<i>582 539 931</i>		<i>\$21,354.49</i>

DEPARTMENT HEAD (UP TO \$500) *Todd Davis* TOTAL *\$21,354.49*

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

Treasurer Initials

Farabee Mechanical Inc.

PO Box 1748
Hickman, NE 68372

Invoice

DATE	INVOICE #
9/28/2021	09282021-02

BILL TO
City of Portland 259 Kent Street Portland, MI 48875

SHIP TO

P.O. NO.	TERMS	CONTRACT NUMBER
Service Call	Net 15	23082201

DESCRIPTION	QTY	RATE	AMOUNT
Service Call to address issues on Nordberg engine			
Labor - June 1 -6, 2021 Two technicians on-site June 2-5, 2021		14,640.00	14,640.00
Gaskets and materials		1,074.49	1,074.49
Labor - June 21 & 22, 2021 Two technicians on-site - No Travel		5,640.00	5,640.00
See enclosed Service Report			
Total USD			\$21,354.49



PURCHASE ORDER

City of Portland

P.O. 8619

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

VENDOR Santander Leasing LLC
Po Box 847387
Boston MA 02284-7387

New
Address

DATE: 10/20/21

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Final Payment on Snow Plow			\$31,931.35
	661.000.307000		31,097.92
	661.201.995000		833.43
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	

Treasurer Initials

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



Santander Leasing LLC
 P.O. Box 847387
 Boston MA 02284-7387
 1-800-238-4009
 cevfc@santander.us

INVOICE

City of Portland
 Melinda Tolan
 259 Kent St
 Portland, MI 48875

Invoice Number: 2693206
 Invoice Date: 09/27/2021
Payment Due Date: 11/10/2021

Total Amount Due: \$31,931.35

CONTRACT	INVOICE DESCRIPTION	DUE DATE	AMOUNT
004-0003745-000	PO# 1HTWCTAR2HH504372 Payment Due	11/10/2021	31,931.35
Please note that any change in your payment amount may be due to a change in the sales tax for your city, county and/or state		TOTAL LATE CHARGES	\$0.00
		TOTAL AMOUNT DUE	\$31,931.35

To ensure proper credit, you must return this portion along with your check payable to:

Santander Leasing LLC
 P.O. Box 847387
 Boston, MA 02284-7387

Invoice Number: 2693206
 Invoice Date: 09/27/2021
Payment Due Date: 11/10/2021

Write Address Change Below:

City of Portland
 Melinda Tolan
 259 Kent St
 Portland, MI 48875

Total Amount Due: \$31,931.35

**2021 MERIT AWARD
DEPARTMENT SUMMARY**

DEPARTMENT	FULLTIME	2021 MERIT AWARD	PARTTIME	2021 MERIT AWARD	TOTAL
COUNCIL			5	625.00	625.00
AMBULANCE	4	1,000.00	15	1,875.00	2,875.00
ASSESSOR		-	0	-	-
CEMETERY	1	250.00		-	250.00
DDA	1	250.00		-	250.00
ELECTRIC	5	1,250.00	1	125.00	1,375.00
GENERAL	4	1,000.00	0	-	1,000.00
PARKS	1	250.00			250.00
CITY MANAGER	1	250.00		-	250.00
INCOME TAX	1	250.00		-	250.00
MAJOR STS	2	500.00		-	500.00
LOCAL STS	1	250.00		-	250.00
MOTOR POOL	2	500.00		-	500.00
POLICE	5	1,250.00	0	-	1,250.00
RECREATION	0	-		-	-
WASTEWATER	2	500.00		-	500.00
WATER	1	250.00		-	250.00
TOTALS:	31	7,750.00	21	2,625.00	10,375.00

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

Held on Monday September 27, 2021
In the Council Chambers at City Hall

Members Present: Grimminck, Gorman, Barnes, Williamson, Briggs, Hengesbach, Madarang
(arrived at 7:12 P.M.)

Members Absent: Antaya

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: Kathy Parsons, Shirley Teachout

Chair Grimminck called the meeting to order at 7:01 P.M.

Motion by Williamson, supported by Hengesbach, to approve the agenda as presented.
All in favor. Adopted.

Director ConnerWellman gave the Bi Annual Public Presentation. The board members introduced themselves and provided information on their relationship to the downtown.

There was no Public Comment.

Motion by Williamson, supported by Hengesbach, to approve the minutes of the August 30, 2021 meeting.
All in favor. Adopted.

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

Under Team Reports, Board Member Williamson reported that the Organization and Marketing team discussed the Bi Annual report that was presented by Director ConnerWellman tonight.

For the Design Team, Member Briggs stated the group discussed building maintenance in the downtown and how to incentivize property and business owners to take care of their property and how this could relate to façade grants in the future.

Under Old Business, Director ConnerWellman stated the budget review was a part of the Bi Annual Report. She asked the board members to let her know if they had any questions.

Director ConnerWellman stated that each team will create a strategic plan with their top three priorities to present to the board at its meeting on October 14, 2021.

DDA Minutes – September 27, 2001

Under New Business, Director ConnerWellman presented the revenue/expense summary for the Oktoberfest Brews in the Ballpark. It is expected that there will be a profit of approximately \$4,000 to put towards Holidayfest.

Under the Director Report, Director ConnerWellman stated she had nothing new that had not already been presented.

Under Board Member Comments, City Manager Gorman noted the scheduled power outage on October 15, 2021 at 11:45 P.M. through October 16, 2021 at noon to replace the reclosers at the Consumers Energy substation

Motion by Barnes, supported by Madarang, to adjourn the meeting at 7:42 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

October 19, 2021
September 1-30, 2021

Kwh Consumed	2,990,604
DIESEL PRODUCTION	5,499
HYDRO GENERATION	152,917

Total Kwh Purchased	2,832,188	Total Dollars Paid	\$ 214,657.76
----------------------------	------------------	---------------------------	----------------------

Kwh Billed

Residential	1,858,744
Commercial	882,481
Large General	729,860
City St. Lites Metered	24,427
St. Lites Unmetered	
Rental Lights	
Demand	1,775
Total Kwh Billed	3,497,287

Dollars Billed

PCA Billed	\$ 33,125.20
Residential	\$ 227,937.91
Residential EO Charge	\$ 3,324.63
Geothermal Discount	\$ -
Commercial	\$ 110,301.56
Commercial/LG EO Charge	\$ 2,425.30
Large General	\$ 61,683.51
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 2,134.07
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 227.84
Demand	\$ 14,196.55
Tax	\$ 17,459.07
Total Dollars Billed	\$ 474,377.09

Arrears after billing	\$ 8,989.75
Penalties Added	\$ 2,987.79
Arrears end of month	\$ 36,870.51
Fuel Cost Billed	\$ 10,595.63
Amount Collected	\$ 433,626.12
Total Adjustments	\$ (11,290.98)

Power Cost Adj. .00954

Residential Customers	2,237
Commercial Customers	330
Large General	15
Total Customers	2,582

10/05/21



CITY OF PORTLAND
October-21

WATER DEPARTMENT REPORT

MONTH	Sep-21	PERIOD COVERED	Sept 1-31, 2021
Customers Billed		Penalties Added	\$ 479.70
City	1,875	Dollars Collected	\$ 70,330.12
Rural	24	Arrears at end of Month	\$ 5,391.55
Total Customers	1,899	Adjustments	\$ 303.42
		Gallons Pumped	13,565,000
		Hydrant Flusing/Rental (unmetered)	1,100,000 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	11,861,931		\$ 71,679.40
Rural	186,245		\$ 2,188.23
Total	<u>12,048,176</u>		<u>\$ 73,867.63</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,814	Dollars Billed	\$96,374.59
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 96,374.59

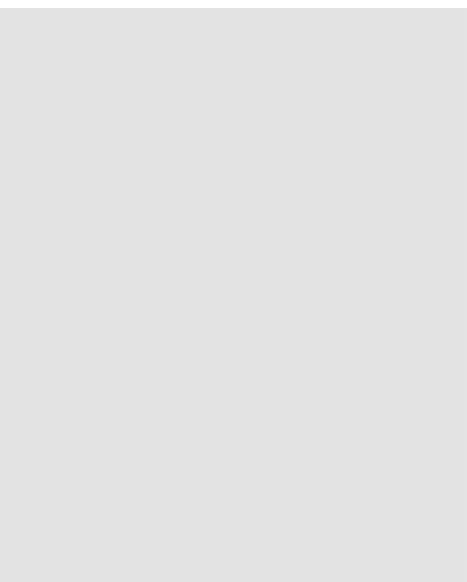
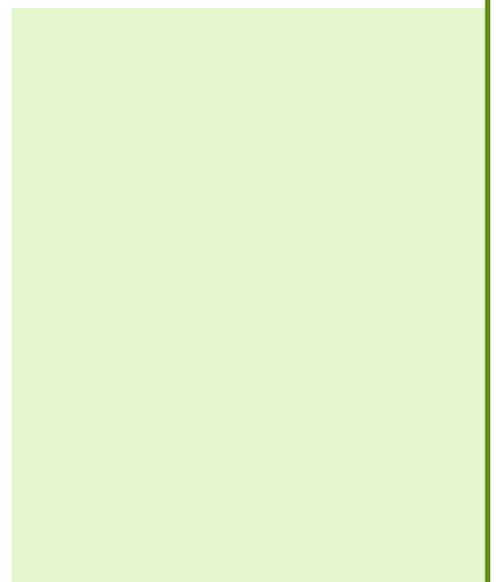
Penalties Added	\$ 689.76
Dollars Collected	\$ 89,000.63
Arrears at end of Month	\$ 1,883.37
Adjustments	\$ 465.82
Gallons Treated per Million	7.582





The City of Portland Operations & Maintenance Report

August 2021



Contents

- Administrative Report.....1
- Action Items.....1
- Wastewater Maintenance.....1
- Operations.....1
- Work Performed On The Collection System.....1
- Emergency Alarm Call- Outs.....1
- Daily Flow Summary.....1

APPENDIX “A” MONTHLY OPERATING REPORT

APPENDIX “B” COMPLETED WORK ORDERS



ADMINISTRATIVE REPORT

The August 2021 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). **Appendix A** contains the Monthly Operating Report (MOR). The average influent flow for August was 341,000 gallons per day with the daily maximum influent flow occurring on August 12, 2021, at 474,000 gallons. 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 August 2021 in accordance with the computerized maintenance management system (CMMS.) The completed August 2021 work orders can be viewed in **Appendix C**.

- Staff performed the annual maintenance on the west ferrous bulk tank.
- We removed aeration tank (A.T.) number one (1) from service for cleaning and maintenance. Removed several buckets of rags and approximately 15 yards of grit.
- Staff cleaned old contact tank, used for sludge storage, and used sewer jet to clean line from manhole to the tank.

OPERATIONS

- Nutri-Gro hauled approximately 155,000 gallons of digested sludge for land application.
- FVOP submitted the biosolids PFAS report to EGLE.
- Cleaned out both ferrous tanks and replumbed piping to day tank.
- Used Vactor truck to help with water main break.
- Oudbier Instrument Co. was on site and performed the annual calibration of the four flow meters and gas monitoring system.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during August 2021:

- Completed several Miss Digs tickets.
- Cleaned approximately 1000 feet of sanitary sewer main during August 2021, all of which are considered problem areas.
- We had to utilize Plummer's to clean out Canal Lift Station after we attempted to use the City's Vactor, which would not clean out the wet well completely.
- Pump one wet end was rebuilt and reinstalled at the Canal Lift Station.

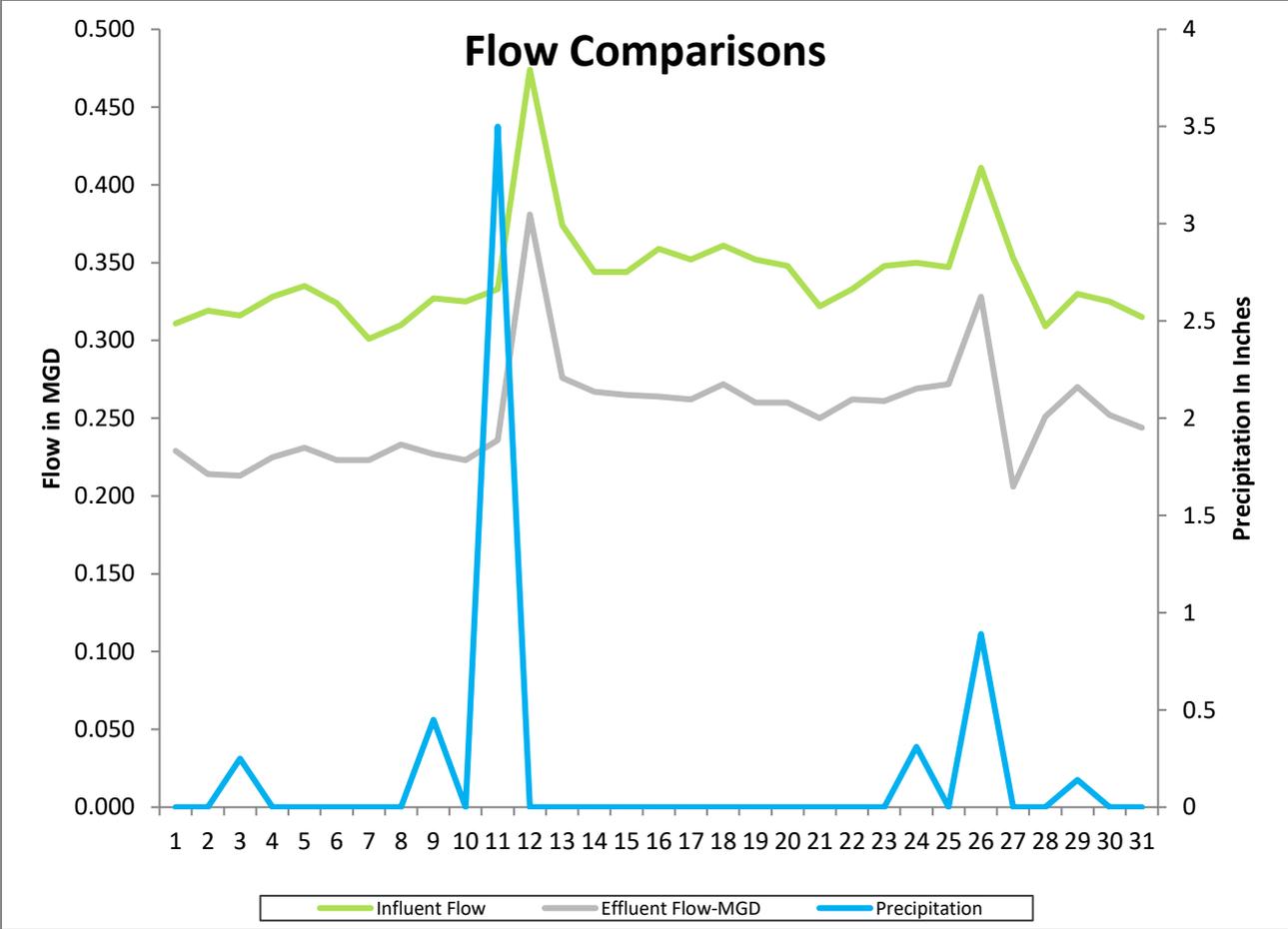
EMERGENCY ALARM CALL- OUTS

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

- Staff received a call for a sewer back up at a residence and the issue was found to be the homeowner's responsibility.
- Staff received a call for a sewer back up at a hall during a wedding reception. Staff found roots in sewer lateral to sewer main.

DAILY FLOW SUMMARY

Wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of August 2021. The average influent flow during the period was 341,000 gallons per day and the average effluent flow during the period was 253,000 gallons per day. We had five (5) days of precipitation which totaled 5.54 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX “A”



City of Portland, Michigan

August 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.	7-day		7-day		Rem.		cts/100 ml	7-day	mg/l	lbs/day		
	Avg		Avg			Avg		Avg			Avg		Avg				GEO					
1																						
2	4.0		7.1		99	7.6		13.6		97	6	0.812	1.4	89	6.8	5.2	30					
3	3.5		6.2		99	6.0		10.7		98	4.4	0.924	1.6	86	7.2	5.4	16					
4	3.0		5.6		99	2.0		3.8		99	1.2	0.898	1.7	81	7.2	5.4	12					
5																				0.60	1.5	
6																						
7		3.5		6.3			5.2		9.3									18				
8	3.0	3.4	5.8	6.2	99	7.2	5.7	14.0	10.5	97	6.2	1.080	2.1	82	7.2	5.1	16	17				
9	2.9	3.1	5.5	5.8	99	4.4	4.9	8.3	9.2	98	3.2	0.710	1.3	88	6.9	5.0	197	28	1.41	3.6		
10	2.6	2.9	4.8	5.4	99	2.4	4.0	4.5	7.6	99	1.2	0.378	0.7	94	6.7	5.2	20	29				
11		2.8		5.4			4.7		8.9									40				
12		2.8		5.4			4.7		8.9									40				
13		2.8		5.4			4.7		8.9									40				
14		2.8		5.4			4.7		8.9									40				
15		2.8		5.2			3.4		6.4									63				
16	2.4	2.5	5.3	5.1	99	0.8	1.6	1.8	3.1	100	0.4	0.229	0.5	96	7.0	5.2	122	49	0.07	0.1		
17	2.0	2.2	4.4	4.8	99	1.2	1.0	2.6	2.2	100	0.4	0.268	0.6	94	7.1	5.1	164	141				
18	2.0	2.1	4.5	4.7	99	2.4	1.5	5.4	3.3	98	1.6	0.370	0.8	93	7.0	5.6	42	94				
19		2.1		4.7			1.5		3.3									94				
20		2.1		4.7			1.5		3.3									94				
21		2.1		4.7			1.5		3.3									94				
22	3.8	2.6	8.3	5.6	99	2.8	1.8	6.1	4.0	98	1.6	0.259	0.6	95	7.0	5.1	168	109				
23	2.4	2.6	5.2	5.6	97	7.6	3.5	16.5	7.7	93	4.0	0.225	0.5	96	6.9	5.2	40	82	2.02	4.5		
24	2.3	2.6	5.2	5.8	99	6.4	4.8	14.4	10.6	98	4.0	0.244	0.5	95	7.0	5.4	50	61				
25		2.8		6.2			5.6		12.3									70				
26		2.8		6.2			5.6		12.3									70				
27		2.8		6.2			5.6		12.3									70				
28		2.8		6.2			5.6		12.3									70				
29		2.4		5.2			7.0		15.5									45				
30	3.0	2.7	6.3	5.7	99	1.2	3.8	2.5	8.4	99	0.8	0.341	0.7	95	6.7	5	84	65				
31	2.4	2.7	4.9	5.6	99	2.8	2.0		2.5	99	2.4	0.405	0.8	93	7.2	5	44	61				
M/M																						
TL																						
GA																						
ME	2.8		5.7		99	3.9		8.0		98	2.7	0.51	1.0	91		5.2	48.3		1.0	2.5		
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

August 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	8.0	14.0		3037		30	99	3.0	1.44	0.4630		8.40	324	0.228
2	24	7.9	6.2	0.30	3160	2377	31	98	2.4	1.44	0.4025	0.3027	22.50	755	0.228
3	24	8.0	4.9	0.24	3155	2655	31	98	1.9	1.44	0.5026	0.3806	23.00	964	0.224
4	24	7.7	6.3		3032		30	99	2.9	1.44	0.3852		22.50	723	0.233
5	24	7.3	4.8		2670	1987	30	112	2.6	1.44	0.4247	0.3201	23.25	824	0.256
6	24	7.4	4.4		2525		30	119	2.7	1.44	0.4331		23.75	858	0.253
7	24	7.9	14.6		2570		31	121	2.0	1.44	0.3746		8.40	262	0.242
8	24	7.8	14.4	0.18	2951	2197	34	115	2.6	1.44	0.4356	0.3154	8.40	305	0.241
9	24	7.4	4.6	0.21	3151	2379	40	127	2.8	1.44	0.5392	0.4116	22.50	1012	0.252
10	24	7.5	4.6	0.23	2988	2257	40	134	2.1	1.44	0.5001	0.3802	23.50	980	0.250
11	24	7.4	5.1		3042		39	128	2.3	1.44	0.4594		23.36	895	0.250
12	24	5.5	4.3		2523		33	131	2.2	1.44	0.5284		20.00	881	0.307
13	24	6.5	3.0		2632		34	129	2.1	1.44	0.8161		19.01	1294	0.285
14	24	7.0	10.9		2623		30	114	2.2	1.44	0.5113		8.42	359	0.266
15	24	7.0	11.4		2697		30	111	2.7	1.44	0.5019		8.40	352	0.266
16	24	6.8	6.1	0.27	2493	1813	33	132	2.3	1.44	0.4055	0.3006	18.01	609	0.272
17	24	6.9	4.5	0.27	2485	1866	32	129	2.3	1.44	0.5837	0.4440	17.00	827	0.269
18	24	6.7	3.7	0.27	2405	1802	31	128	2.3	1.44	0.6655	0.5086	17.64	979	0.279
19	24	6.9	3.4		2519		29	115	2.3	1.44	0.6956		19.15	1111	0.273
20	24	6.9	5.5		2202		27	123	2.3	1.44	0.4049		17.65	596	0.279
21	24	7.2	15.0		2282		29	127	2.8	1.44	0.3243		8.41	227	0.273
22	24	7.3	9.0	0.36	2330	1817	29	124	2.5	1.44	0.5545	0.4381	8.40	388	0.259
23	24	7.0	6.0	0.08	2869	2297	32	112	2.2	1.44	0.5007	0.3929	17.00	710	0.267
24	24	7.0	7.2	0.19	2648	2069	30	113	2.9	1.44	0.3654	0.2719	18.00	549	0.262
25	24	7.1	4.3		2510		30	120	2.5	1.44	0.6673		15.50	863	0.262
26	24	6.5	5.3		3013		28	93	2.1	1.44	0.5504		18.56	852	0.254
27	24	7.1	3.8		3399		44	129	2.6	1.44	0.6311		25.18	1325	0.248
28	24	7.8	10.3		1835		25	136	2.0	1.44	0.3646		8.73	265	0.245
29	24	7.4	15.2		2136		24	112	2.3	1.44	0.2995		8.40	210	0.253
30	24	7.5	8.0	0.26	2273	1726	24	105	1.6	1.44	0.3593	0.2856	14.23	426	0.248
31	24	7.7	8.9	0.28	2194	1742	27	123	2.7	1.44	0.3594	0.2835	12.30	369	0.242
TL													509.56	21096	7.966
ME	24	7.2	7.4	0.24	2656	2070	31	118	2.4	1.44	0.4842	0.3597	16.44	681	0.257
	REMARKS:														

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

City of Portland, MI

August 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		10	104				12	7.0
2	y		10	128				12	22.0
3	y		7	128	20	10		12	22.0
4	y		7	128				12	22.0
5	n		7	128	16	10	33	12	13.0
6	n		5	120				12	20.0
7	n		4	120				12	9.0
8	n		5	120	25	16	26	12	10.0
9	y		7	120				16	22.0
10	n		6	120	16	10	13	16	24.0
11	n		6	136				12	27.0
12	n		5	128	16	11	19	12	17.0
13	n		5	144				12	22.0
14	n		4	112				12	9.0
15	y		6	112				12	10.0
16	y		5	120				12	20.0
17	y		5	128	52	37	48	12	17.0
18	n		6	128				8	18.0
19	n		4	136	48	1	15	8	18.0
20	n		3	120				8	18.0
21	n		4	128			20	8	5.0
22	y		3	128	38	24	5	8	6.0
23	y		5	144				8	21.0
24	y		3	120	16		14	8	20.0
25	n		2	160				8	20.0
26	n		2	104				8	21.0
27	n		6	120	23	15	20	8	25.0
28	n		3	120				8	7.0
29	n		3	112	20	11	16	8	8.0
30	y		3	128				8	15.0
31	y		4	112	31	10	15	8	12.0
TL		0.0	155.0	3856	321	155	244	324	507.0
ME		#DIV/0!	5	124	27	14	20	10	16.4
	REMARKS:								

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

City of Portland, MI

August 2021

DIGESTER BIOSOLIDS

	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	
SF													
DAY													
1	1029												
2	3360												
3	3541												
4	3450	7.1	71	0.09	7.0	24.1	32.2	6.9	1.7	62	0.04	33	
5	3783												
6	3420												
7	817												
8	999												
9	4177												
10	4237	6.6	77	0.12	6.8	24.9	30.0	6.8	1.7	66	0.06	42	
11	4116												
12	3481												
13	3481												
14	1301												
15	1211												
16	3299												
17	3087												
18	3662												
19	3238	7.4	76	0.10	6.8	22.3	31.4	6.8	1.8	66	0.06	39	
20	2724												
21	636												
22	666												
23	2694												
24	2875	7.4	76	0.09	6.8	24.2	31.7	6.8	1.6	64	0.09	44	
25	2391												
26	4328												
27	6295												
28	787												
29	575												
30	1604												
31	1483												
TL	82747												
ME	2824	7.1	75	0.10	6.9	23.9	31.3	6.8	1.7	65		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

August 2021

SOLIDS DISPOSAL

DAY	SUPERNATANT							BIOSOLIDS DISPOSAL			SITE #	DRY TONS APPLIED.	
	AMT.	PH	TOTAL	VOL.	SUSP.	Phosp.	PHOSP.	SOLIDS	AMOUNT	TOTAL			VOL.
	gal.		%	%	mg/l	mg/l	lbs	TO BED	HAULED	SOLIDS			SOLIDS
1	1332.5							0.0					
2	3997.5							0.0					
3	5330							0.0					
4	2665							0.0					
5	2931.5							0.0					
6	3198							0.0					
7	1066							0.0					
8	1332.5							0.0					
9	1066							0.0					
10	6929							0.0	154,000	#05N05W24-DD01			
11	0							0.0					
12	0							0.0					
13	0							0.0					
14	0							0.0					
15	0							0.0					
16	0							0.0					
17	0							0.0					
18	0							0.0					
19	0							0.0					
20	0							0.0					
21	0							0.0					
22	0							0.0					
23	0							0.0					
24	0							0.0					
25	0							0.0					
26	0							0.0					
27	0							0.0					
28	0							0.0					
29	0							0.0					
30	0							0.0					
31	0							0.0					
TL	28515.5							0.0	154000				
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
8/2/2021	Aeration Tanks	Monthly Hosing of the Aeration Tanks	3758.01	Scheduled
Note	Task complete			
8/2/2021	Headworks Building	Weekly Headworks Housekeeping	3754.01	Scheduled
Note	Task complete			
8/2/2021	Digester Building Basement	Weekly Digester Building Housekeeping	3756.01	Scheduled
Note	Task complete			
8/2/2021	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	3757.01	Scheduled
Note	Task complete			
8/2/2021	AT-101	Weekly Surface Mixer Inspection & Maintenance	3769.01	Scheduled
Note	Task complete			
8/2/2021	Bathroom	Weekly Bathroom/Locker Room Housekeeping	3770.01	Scheduled
Note	Task complete			
8/2/2021	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	3771.01	Scheduled
Note	Task complete			
8/2/2021	AT-105	Weekly D.O Sensor Maintenance	3772.01	Scheduled
Note	Task complete			
8/2/2021	FC-100	Weekly East & West Secondary Clarifier Maintenance	3773.01	Scheduled
Note	Task complete			
8/2/2021	LB-125	Weekly Eyewash & Shower Exercise	3774.01	Scheduled
Note	Task complete			
8/2/2021	DB-200	Weekly Gas Mixer Maintenance	3775.01	Scheduled
Note	Task complete			
8/2/2021	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	3776.01	Scheduled
Note	Task complete			
8/2/2021	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	3777.01	Scheduled
Note	Task complete			
8/3/2021	LB-131	Monthly LB-131 Water Heater Maintenance	3767.01	Scheduled
Note	Task complete			
8/3/2021	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	3768.01	Scheduled
Note	Task complete			
8/3/2021	SA-102	Portland Monthly Emergency Lighting Checks	3761.01	Scheduled
Note	Task complete			
8/3/2021	DB-301	Monthly Greasing of the Sludge Recirculation Pumps	3762.01	Scheduled
Note	Task complete			
8/3/2021	GB-104	Monthly Grit Auger & Classifier Maintenance	3763.01	Scheduled
Note	Task complete			
8/3/2021	TB-100	Weekly Thickener Building Housekeeping	3790.01	Scheduled
Note	Task complete			
8/3/2021	TB-104	Weekly Charter Thckener Maintenance	3791.01	Scheduled
Note	Task complete			
8/3/2021	Tool Room	Weekly Storage Room.	3792.01	Scheduled
Note	Task complete			
8/3/2021	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	3793.01	Scheduled
Note	Task complete			
8/3/2021	UV-100	Weekly UV Maintenance	3794.01	Scheduled
Note	Task complete			
8/4/2021	SB-300	Monthly Influent Pump Maintenance	3755.01	Scheduled
Note	Task complete			
8/4/2021	SB-301	Monthly Influent Pump Maintenance	3755.02	Scheduled
Note	Task complete			

Completed	Equipment Number	Task	WO #	Type
8/4/2021	SB-302	Monthly Influent Pump Maintenance	3755.03	Scheduled
Note	Task complete			
8/4/2021	FC-100	Monthly East & West Secondary Clarifier Maintenance	3760.01	Scheduled
Note	Task complete			
8/5/2021	SB-202	Weekly NP Booster System Maintenance	3783.01	Scheduled
Note	Task complete			
8/5/2021	LB-129	Weekly Vacuum Pump Maintenance	3784.01	Scheduled
Note	Task complete			
8/5/2021	GB-101	Weekly Fine Maintenance	3785.01	Scheduled
Note	Task complete			
8/5/2021	SB-201	Weekly Composite Sampler Maintenance	3786.01	Scheduled
Note	Task complete			
8/5/2021	Service Building 1st Floor	Service Building 1st Floor Housekeeping	3787.01	Scheduled
Note	Task complete			
8/5/2021	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	3788.01	Scheduled
Note	Task complete			
8/5/2021	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	3789.01	Scheduled
Note	Task complete			
8/6/2021	GB-104	Weekly Grit Classifier Maintenance	3778.01	Scheduled
Note	Task complete			
8/6/2021	Boiler Room	Boiler Room Housekeeping	3779.01	Scheduled
Note	Task complete			
8/6/2021	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	3780.01	Scheduled
Note	Task complete			
8/6/2021	Laboratory/ Office	Laboratory Housekeeping	3781.01	Scheduled
Note	Task complete			
8/6/2021	Laboratory QA/QC Program	Weekly Lab Analysis Checks	3782.01	Scheduled
Note	Task complete			
8/9/2021	Headworks Building	Weekly Headworks Housekeeping	3795.01	Scheduled
Note	Task complete			
8/9/2021	Digester Building Basement	Weekly Digester Building Housekeeping	3796.01	Scheduled
Note	Task complete			
8/9/2021	Ferrous Room	Weekly Ferrous Feed Room Housekeeping	3797.01	Scheduled
Note	Task complete			
8/9/2021	Aeration Tanks	Weekly Aeration & Diffuser Maintenance	3798.01	Scheduled
Note	Task complete			
8/9/2021	AT-101	Weekly Surface Mixer Inspection & Maintenance	3799.01	Scheduled
Note	Task complete			
8/9/2021	Bathroom	Weekly Bathroom/Locker Room Housekeeping	3800.01	Scheduled
Note	Task complete			
8/9/2021	Secondary Clarifiers West & East	Secondary Clarifier Cleaning	3801.01	Scheduled
Note	Task complete			
8/9/2021	AT-105	Weekly D.O Sensor Maintenance	3802.01	Scheduled
Note	Task complete			
8/10/2021	AT-101	Monthly Anoxic Surface Mixer Maintenance	3759.01	Scheduled
Note	Task complete			
8/10/2021	FC-100	Weekly East & West Secondary Clarifier Maintenance	3803.01	Scheduled
Note	Task complete			
8/10/2021	LB-125	Weekly Eyewash & Shower Exercise	3804.01	Scheduled
Note	Task complete			

Completed	Equipment Number	Task	WO #	Type
8/10/2021	DB-200	Weekly Gas Mixer Maintenance	3805.01	Scheduled
Note	Task complete			
8/10/2021	Gas Mixing Room	Weekly Gas Mixing Room Housekeeping	3806.01	Scheduled
Note	Task complete			
8/10/2021	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	3807.01	Scheduled
Note	Task complete			
8/10/2021	GB-104	Weekly Grit Classifier Maintenance	3808.01	Scheduled
Note	Task complete			
8/10/2021	Boiler Room	Boiler Room Housekeeping	3809.01	Scheduled
Note	Task complete			
8/10/2021	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	3810.01	Scheduled
Note	Task complete			
8/11/2021	Laboratory/ Office	Laboratory Housekeeping	3811.01	Scheduled
Note	Task complete			
8/11/2021	Laboratory QA/QC Program	Weekly Lab Analysis Checks	3812.01	Scheduled
Note	Task complete			
8/11/2021	SB-202	Weekly NP Booster System Maintenance	3813.01	Scheduled
Note	Task complete			
8/11/2021	LB-129	Weekly Vacuum Pump Maintenance	3814.01	Scheduled
Note	Task complete			
8/11/2021	GB-101	Weekly Fine Maintenance	3815.01	Scheduled
Note	Task complete			
8/11/2021	SB-201	Weekly Composite Sampler Maintenance	3816.01	Scheduled
Note	Task complete			
8/11/2021	Service Building 1st Floor	Service Building 1st Floor Housekeeping	3817.01	Scheduled
Note	Task complete			
8/11/2021	Service Building 2nd Floor	Weekly Service Building 2nd Floor Housekeeping	3818.01	Scheduled
Note	Task complete			
8/12/2021	Service Building 3rd Floor	Service Building 3rd Floor Housekeeping	3819.01	Scheduled
Note	Task complete			
8/12/2021	TB-100	Weekly Thickener Building Housekeeping	3820.01	Scheduled
Note	Task complete			
8/12/2021	TB-104	Weekly Charter Thckener Maintenance	3821.01	Scheduled
Note	Task complete			
8/12/2021	Tool Room	Weekly Storage Room.	3822.01	Scheduled
Note	Task complete			
8/12/2021	UIS Cruise Scada Alarm System	Weekly Alarm System Testing	3823.01	Scheduled
Note	Task complete			
8/12/2021	UV-100	Weekly UV Maintenance	3824.01	Scheduled
Note	Task complete			
8/12/2021	LB-112	Weekly Water Bath Maintenance	3825.01	Scheduled
Note	Task complete			
8/16/2021	Process Blowers	Weekly Grit & Aerartion Blower Maintenance	3839.01	Scheduled
Note	Task complete			
8/16/2021	GB-104	Weekly Grit Classifier Maintenance	3840.01	Scheduled
Note	Task complete			
8/16/2021	Boiler Room	Boiler Room Housekeeping	3841.01	Scheduled
Note	Task complete			
8/16/2021	DB-301	Weekly Inspection of the Sludge Recirculation Pumps	3842.01	Scheduled
Note	Task complete			

Completed	Equipment Number	Task	WO #	Type
8/16/2021 Note	Laboratory/ Office Task complete	Laboratory Housekeeping	3843.01	Scheduled
8/16/2021 Note	Laboratory QA/QC Program Task complete	Weekly Lab Analysis Checks	3844.01	Scheduled
8/16/2021 Note	SB-202 Task complete	Weekly NP Booster System Maintenance	3845.01	Scheduled
8/16/2021 Note	LB-129 Task complete	Weekly Vacuum Pump Maintenance	3846.01	Scheduled
8/16/2021 Note	GB-101 Task complete	Weekly Fine Maintenance	3847.01	Scheduled
8/16/2021 Note	SB-201 Task complete	Weekly Composite Sampler Maintenance	3848.01	Scheduled
8/16/2021 Note	Service Building 1st Floor Task complete	Service Building 1st Floor Housekeeping	3849.01	Scheduled
8/17/2021 Note	Headworks Building Task complete	Weekly Headworks Housekeeping	3826.01	Scheduled
8/17/2021 Note	Digester Building Basement Task complete	Weekly Digester Building Housekeeping	3827.01	Scheduled
8/17/2021 Note	Ferrous Room Task complete	Weekly Ferrous Feed Room Housekeeping	3828.01	Scheduled
8/17/2021 Note	Aeration Tanks Task complete	Weekly Aeration & Diffuser Maintenance	3830.01	Scheduled
8/17/2021 Note	AT-101 Task complete	Weekly Surface Mixer Inspection & Maintenance	3831.01	Scheduled
8/17/2021 Note	Bathroom Task complete	Weekly Bathroom/Locker Room Housekeeping	3832.01	Scheduled
8/19/2021 Note	Secondary Clarifiers West & East Task complete	Secondary Clarifier Cleaning	3833.01	Scheduled
8/19/2021 Note	AT-105 Task complete	Weekly D.O Sensor Maintenance	3834.01	Scheduled
8/19/2021 Note	FC-100 Task complete	Weekly East & West Secondary Clarifier Maintenance	3835.01	Scheduled
8/19/2021 Note	LB-125 Task complete	Weekly Eyewash & Shower Exercise	3836.01	Scheduled
8/19/2021 Note	DB-200 Task complete	Weekly Gas Mixer Maintenance	3837.01	Scheduled
8/19/2021 Note	Gas Mixing Room Task complete	Weekly Gas Mixing Room Housekeeping	3838.01	Scheduled
8/20/2021 Note	Service Building 2nd Floor Task complete	Weekly Service Building 2nd Floor Housekeeping	3850.01	Scheduled
8/20/2021 Note	Service Building 3rd Floor Task complete	Service Building 3rd Floor Housekeeping	3851.01	Scheduled
8/20/2021 Note	TB-100 Task complete	Weekly Thickener Building Housekeeping	3852.01	Scheduled
8/20/2021 Note	TB-104 Task complete	Weekly Charter Thckener Maintenance	3853.01	Scheduled
8/20/2021 Note	Tool Room Task complete	Weekly Storage Room.	3854.01	Scheduled
8/20/2021 Note	UIS Cruise Scada Alarm System Task complete	Weekly Alarm System Testing	3855.01	Scheduled
8/20/2021 Note	UV-100 Task complete	Weekly UV Maintenance	3856.01	Scheduled

Completed	Equipment Number	Task	WO #	Type
8/20/2021 Note	LB-112 Task complete	Weekly Water Bath Maintenance	3857.01	Scheduled
8/20/2021 Note	SA-103 Task complete	Semi- Annual Hand-Held Gas Meter Calibration	3829.01	Scheduled

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 19, 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. Request approval of the bid for Audit Services- Linda Pigue
 - B. Request approval of the bid for Accounting Services- Linda Pigue
 - C. Request approval to ratify signatures on 2022 Victim Rights Grant Contract- Stephanie Fox
 - D. Request Hiring of Contractor to Develop Mitigation Plan- Sgt. William Hoskins
 - E. Request for the 2021 EMPG Grant Agreement- Sgt. William Hoskins
 - F. Approval to fill open Dispatcher Position- Lance Langdon
- 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**

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 26, 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 September 2021- \$923,258.24
 - D. Approve payments of Health Department payroll and accounts payable for the month of September 2021-\$105,246.50
 - E. Approve payments of Road Department payroll and accounts payable for the month of September 2021-\$3,816,593.06
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request approval of Apportionment Report – Tony Meyaard
 - B. Request approval of the 2022 Community Corrections Grant-Stephanie Fox
 - C. Request approval to amend former employee health insurance policy- Stephanie Fox
 - D. County Administrator Contract
- IX. Department Reports**
 - A. Commission on Aging- Semi Annual Report- Carol Hanulcik
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator

- XI. Reports of Special or Ad Hoc Committees**
- XII. Public Comment (3-minute time limit per speaker)**
- XIII. Closed Session**
- XIV. Adjournment**

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – FOUR three-year terms.
- 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
- Commission on Aging Board-One-three-year term expired in September

Appointments for consideration in the month of October 2021:

- Board of Canvassers-Two four-year terms available

Appointments for consideration in the month of December 2021:

- Substance Abuse Initiative- Four two-year terms available