



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

7:00 P.M. Tuesday, February 22, 2022

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)	
7:10 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	
7:15 PM	IX. <u>New Business</u> A. Proposed Resolution 22-09 to Purchase, Acquire and Construct Improvements to the Sanitary Sewer System and to Publish Notice of Intent to Issue Revenue Bonds	Decision
7:20 PM	X. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting held on February 7, 2022 B. Payment of Invoices in the Amount of \$79,707.74 and Payroll in the Amount of \$114,025.38 for a Total of \$193,733.12 C. Purchase Orders over \$5,000.00 1. State of Michigan in the Amount of \$6,150.68 for the Grand River Ave. Small Urban Project	Decision
	XI. <u>Communications</u> A. Boards & Commissions Application for Kathy Parsons B. Water Department Report for January 2022 C. Wastewater Department Report for December 2021 D. Ionia County Board of Commissioners Agenda for February 15, 2022	
7:22 PM	XII. <u>Other Business</u> – None	
7:25 PM	XIII. <u>City Manager Comments</u>	
7:30 PM	XIV. <u>Council Comments</u>	
7:35 PM	XV. <u>Adjournment</u>	Decision

CITY OF PORTLAND
Ionia County, Michigan

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

RESOLUTION NO. 22-09

**RESOLUTION TO PURCHASE, ACQUIRE AND CONSTRUCT
IMPROVEMENTS TO THE SANITARY SEWER SYSTEM AND TO
PUBLISH NOTICE OF INTENT TO ISSUE REVENUE BONDS**

Minutes of a regular meeting of the City Council of the City of Portland, Ionia County, Michigan, held at the City Hall, on February 22, 2022, at _____ p.m., local time.

WHEREAS, the City Council deems it to be in the best interests of the City of Portland (the “City”) to design, purchase, acquire and construct certain improvements to the City’s Sanitary Sewer System, including without limitation, the design, acquisition and construction of improvements to the waste water treatment plant and system, including, without limitation, rehabilitation of the raw sewage pumping system, repair or replacement of the fine screen, biological capacity improvements, hydraulic capacity improvements, implementation of bypass pumping systems, chemical feed system replacement, digester and solids handling improvements, biosolids storage improvements, SCADA improvements, and laboratory/administrative building improvements; improvements to the collection system, including, without limitation, improvements to pump stations, improving, lining, replacing and installing sewer mains, and other improvements to mitigate inflow and infiltration of ground water, the restoration of streets, rights-of-way and easements affected by the improvements and related facilities; as well as all work, equipment, furnishings and appurtenances necessary or incidental to these improvements and such other improvements to the Sanitary Sewer System as the City may determine to make (the “Improvements”), and to finance the Improvements by the issuance of bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended (“Act 94”); and

WHEREAS, pursuant to Section 33 of Act 94, it is necessary to publish a Notice of Intent to Issue Bonds for the Improvements; and

WHEREAS, the City may proceed with the Improvements prior to the issuance of the bonds; and

WHEREAS, the City may incur substantial capital expenditures for the Improvements prior to the issuance of the bonds, and desires to be reimbursed for such expenditures from the proceeds of the bonds.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council determines to design, purchase, acquire, and construct the Improvements and to pay the cost through the issuance of one or more series of revenue bonds pursuant to Act 94 for the Improvements in an amount not to exceed \$13,000,000 (the “Bonds”).

2. A Notice of Intent to issue the Bonds be published in accordance with Section 33 of Act 94, and the Clerk of the City is authorized and directed to publish the Notice of Intent to Issue Bonds in a newspaper of general circulation in the City, which Notice shall be substantially in the form on the attached Exhibit A, with such changes as may be approved by the City Manager of the City.

3. The City may proceed to acquire and construct the Improvements using available funds of the City from the Sewer Fund, which is a fund for the Sanitary Sewer System of the City, and other funds of the City.

4. At such time as the City issues the Bonds for the long-term financing of the Improvements, the City shall be reimbursed for its expenditures for the Improvements out of the proceeds of the Bonds.

5. This resolution and the expression of intent to seek reimbursement from future proceeds of the Bonds is intended to satisfy the requirements of Section 150 of the Internal Revenue Code of 1986, as amended.

6. The firm of Dickinson Wright PLLC is hereby employed as bond counsel to the City to prepare the documents for the issuance of the Bonds for financing acquisition of the Improvements and the officers of the City are authorized to enter into an engagement letter with bond counsel with fees as shown in the reports of the City’s municipal advisor.

7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Monique I. Miller, City Clerk

CERTIFICATION

I certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Portland, Ionia County, Michigan, at a regular meeting held on February 22, 2022, and that public notice of that meeting was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended.

February 22, 2022

Monique I. Miller, City Clerk

[NOTE TO PUBLISHER – PUBLICATION MUST BE 1/4 PAGE SIZE]

EXHIBIT A

**NOTICE OF INTENT TO ISSUE
SANITARY SEWER SYSTEM REVENUE BONDS
TO THE ELECTORS OF THE CITY OF PORTLAND**

PLEASE TAKE NOTICE that the City Council of the City of Portland (the “City”) intends to issue bonds, in one or more series, in an amount of not to exceed \$13,000,000 (the “Bonds”).

The Bonds shall be issued to pay the cost to design, purchase, acquire and construct certain improvements to the City’s Sanitary Sewer System, including without limitation, the design, acquisition and construction of improvements to the waste water treatment plant and system, including, without limitation, rehabilitation of the raw sewage pumping system, repair or replacement of the fine screen, biological capacity improvements, hydraulic capacity improvements, implementation of bypass pumping systems, chemical feed system replacement, digester and solids handling improvements, biosolids storage improvements, SCADA improvements, and laboratory/administrative building improvements; improvements to the collection system, including, without limitation, improvements to pump stations, improving, lining, replacing and installing sewer mains, and other improvements to mitigate inflow and infiltration of ground water, the restoration of streets, rights-of-way and easements affected by the improvements and related facilities; as well as all work, equipment, furnishings and appurtenances necessary or incidental to these improvements and such other improvements to the Sanitary Sewer System as the City may determine to make, and to pay the costs of issuing the Bonds and capitalized interest, if any.

The Bonds of this issue shall mature within the maximum terms permitted by law with interest on the unpaid balance at a rate not to exceed the maximum rate permitted by law payable over not more than forty (40) years from the date of issuance of the Bonds. The Bonds shall be issued pursuant to Act 94, Public Acts of Michigan, 1933, as amended.

SOURCE OF PAYMENT

The principal of and interest on the Bonds shall be payable from the net revenues derived from the operation of the Sanitary Sewer System. In addition, the Bonds may be secured by the full faith and credit of the City as limited by applicable constitutional, statutory and charter limitations on the taxing power of the City.

RIGHT OF REFERENDUM

The Bonds will be issued without a vote of the electors approving such Bonds, unless, within 45 days from the date of publication of this Notice of Intent, a petition requesting a referendum, signed by not less than 10% or 15,000 of the registered electors residing within the limits of the City, whichever is lesser, shall have been filed with the Clerk of the City or other recording officer of the City requesting a referendum upon the question of the issuance of the

Bonds. If such a petition is filed, the Bonds shall not be issued until approved by the vote of a majority of the electors residing within the City qualified to vote and voting thereon at a general or special election.

This Notice is published pursuant to the requirements of Section 33 of Act 94.

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, February 7, 2022

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Absent: None

Guests: Kathy Parsons

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

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted the Annual Council Goal Session was held February 1, 2022 to kickoff this year's budget process.

Last week there was significant snowfall across the State of Michigan which resulted in DPW crews removing 72 loads of snow from the downtown. He further reminded residents to remove snow from the sidewalks adjacent to their property.

City Manager Gorman noted he was approached with concerns from residents and businesses along Water St. regarding potential flooding and/or ice jams along the Grand River. They proposed installing a cement block retaining wall along the area. City Manager Gorman noted that he explored the idea but found it not feasible as there would be engineering concerns with the stability of such a wall, there would not be enough time to install a wall, a license agreement with the City would be required, and there are concerns that a flood and/or ice jam would be redirected to another location.

City Manager Gorman reaffirmed with Council at the Goal Session that the \$412,000 in funding received through ARPA will be used for AMI water meter integration. He noted that no formal resolution is required for allocation of funding.

The Annual Ambulance meeting was held last week with the participating jurisdictions to discuss the associated costs of operation and the necessary increase to the per capita fee. The meeting was heavily attended. A great discussion was held; there was no opposition expressed to the proposed increases.

City Manager Gorman stated a Notice of Intent to issue bonds for the Wastewater Treatment Plant Improvement Project would be presented at the next Council meeting. The expected cost of the project is \$8.6 million. The total project is estimated to be \$10.1 million with \$1.5 million in principal forgiveness. The final costs will be determined by market construction costs. Sewer rate increases of 25% the first year and 29% the second year are anticipated.

City Manager Gorman noted that he and the supervisors of both Danby and Portland Townships met with the attorney selected to revise the Portland Area Municipal Authority Agreement.

The donation of property at 103 E. Grand River Ave. by Bill Fabiano has been closed and transferred to the City of Portland's Downtown Development Authority.

City Manager Gorman stated the process of reviewing the Zoning Ordinance has begun. The Planning Commission will meet Wednesday, February 9, 2021 to review and discuss.

Mayor Barnes stated it is amazing, all of the projects the city is involved in and the level of response by City Manager Gorman. He expressed his appreciation for all of his time and effort and thanked him for his efforts to do what is right and communicate effectively with transparency.

Mayor Pro-Tem VanSlambrouck echoed the Mayor's sentiments.

Under presentations, DDA Director ConnerWellman presented her downtown report.

Under New Business, the City Council considered Resolution 22-03 to approve a Uniform Video Service Local Franchise Agreement with WideOpenWest, LLC.

City Manager Gorman clarified this is not an exclusive agreement, but only a license agreement with WOW. The City can receive up to a 5% franchise fee, which has been included in the agreement.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 22-03 approving, authorizing, and directing the Mayor to sign a Uniform Video Service Local Franchise Agreement with WideOpenWest Mid-Michigan, LLC.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-04 to approve a proposal from Farabee Mechanical, Inc. to perform repairs in the amount of \$104,369.00 to the Cooper Bessemer Engine at the Electric Department, which serves as the primary back-up generator. At its meeting on January 25, 2022, the Board of Light and Power recommended the City Council approve the proposal.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 22-04 approving a proposal from Farabee Mechanical, Inc. to perform repairs to the Cooper Bessemer Engine at the Electric Department.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-05 to approve a proposal from GRP Engineering, Inc. in the amount of \$45,400.00 to perform GIS Mapping & Asset Management support for the Electric Department to update its asset management strategy. At its meeting on January 25, 2022, the Board of Light and Power recommended the City Council approve the proposal.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-05 approving a proposal from GRP Engineering, Inc. to perform GIS Mapping & Asset Management support for the Electric Department.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 22-06 to approve a proposal from CHOP Tree Service in the amount of \$25,280.00 to perform tree trimming and removal services for the Electric Department. At its meeting on January 25, 2022, the Board of Light and Power recommended the City Council approve the proposal.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 22-06 approving a proposal from CHOP Tree Service to perform tree trimming and removal services for the Electric Department.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-07 to approve the Board of Light and Power's recommendation to appoint the Electric Superintendent to the Michigan Public Power Agency (MPPA) Board as the City's representative with the City Manager as the alternate.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-07 approving the Board of Light and Power's recommendation to appoint the Electric Superintendent to the Michigan Public Power Agency (MPPA) Board as the City's representative with the City Manager as the alternate.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 22-08 approving Fleis & VandenBrink’s proposal to provide conceptual design phase engineering services for the Kent Street Improvement Project in the amount of \$36,200.00.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-08 approving Fleis & VandenBrink’s proposal to provide conceptual design phase engineering services for the Kent Street Improvement Project.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on January 17, 2022 and the Goal Session on February 1, 2022, payment of invoices in the amount of \$134,386.93 and payroll in the amount of \$237,989.51 for a total of \$372,376.44. Purchase orders to Michigan Municipal Electric Association in the amount of \$5,638.00 for 2022 membership dues, United States Geological Survey in the amount of \$8,000.00 for Streamgaging at the Hydro Dam, and Durrant Brothers Construction in the amount of \$9,780.00 for repairs to the red barn at the DPW were also included.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted the union negotiation process is underway.

He further noted the Daddy Daughter Dance will be held February 23 and 24, 2022 at the KC Hall from 6:30 – 8:00 P.M.

Under Council Comments, Mayor Pro-Tem VanSlambrouck thanked City Manager Gorman and staff for their planning of the Council Goal Session. He stated that he is looking forward to all of the projects that will take place over the next three years.

Mayor Barnes noted he received a letter from State Representative Julie Calley outlining current legislative issues and that he appreciated her efforts as our State Representative.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:51 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the February 7, 2022 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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

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

Presentation - DDA Director ConnerWellman presented her downtown report.

Approval of Resolution 22-03 approving, authorizing, and directing the Mayor to sign a Uniform Video Service Local Franchise Agreement with WideOpenWest Mid-Michigan, LLC.

All in favor. Adopted.

Approval of Resolution 22-04 approving a proposal from Farabee Mechanical, Inc. to perform repairs to the Cooper Bessemer Engine at the Electric Department.

All in favor. Adopted.

Approval of Resolution 22-05 approving a proposal from GRP Engineering, Inc. to perform GIS Mapping & Asset Management support for the Electric Department.

All in favor. Adopted.

Approval of Resolution 22-06 approving a proposal from CHOP Tree Service to perform tree trimming and removal services for the Electric Department.

All in favor. Adopted.

Approval of Resolution 22-07 approving the proposal to appoint the Electric Superintendent to the Michigan Public Power Agency (MPPA) Board as the City's representative with the City Manager as the alternate.

All in favor. Adopted.

Approval of Resolution 22-08 approving Fleis & VandenBrink's proposal to provide conceptual design phase engineering services for the Kent Street Improvement Project.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:51 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
CONSUMERS ENERGY	00095	GAS SERVICE -ELECTRIC	1,899.88
NATIONAL SAFETY COMPLIANCE	01958	MI LABOR LAW POSTER/SHIPPING - AMB	32.00
GRANGER	00175	REFUSE - MP, PARKS, CEM	374.26
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	436.30
FAMILY FARM & HOME	01972	HARDWARE - MAJ STS	16.80
DETROIT SALT COMPANY	01497	ROAD SALT MI DEAL - MAJ, LOC STS	2,905.54
YOUNG IONIA	02704	TRANSMISSION REPLACEMENT #503 WW - MOTOR POOL	4,313.55
FORTE PAYMENTS, INC.	02522	CC PAYMENTS - REC	87.72
GRANGER	00175	REFUSE - WW	152.58
GRANGER	00175	REFUSE - ELECTRIC	206.40
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
RAPID SHRED	02719	CART 96 SHRED MI DEAL TRIP CHG - GEN	50.28
PAMA	01370	ROOF VENT REPAIR - COMM PROMO	154.92
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
BADGER METER INC.	02247	HOSTING SERVICE MARCH 2021- ELECT, WATER, WW	217.70
KEUSCH SUPER SERVICE	00228	CAR 302 REPAIR - POLICE	211.23
CMP DISTRIBUTORS INC.	01745	GLOCK MAGAZINES - POLICE	150.00
STAR THOMAS	01654	PURCHASES REIM - POLICE, AMB	118.21
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	38.48
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	0.58
KEUSCH SUPER SERVICE	00228	AMB 44 REPAIRS - AMB	1,211.55
KEUSCH SUPER SERVICE	00228	OIL CHANGE #1 - POLICE	842.32
FIDLAR TECHNOLOGIES INC.	01970	UNIFORM TRAFFICE CITATIONS - POLICE	900.16
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	282.14
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,090.81
WINDEMULLER	02229	TECH SVCS TROUBLE SHOOTING RAS PUMP - WW	615.00
MENARDS	00260	PAINT SUPPLIES - WW	46.97
GRAINGER, INC.	00172	SLOW CLOSE SOLENOID VALVE - WW	260.70
KEUSCH SUPER SERVICE	00228	OIL CHANGE, BRAKE REPAIR - POLICE	283.93
GRANGER	00175	REFUSE - REFUSE	12,482.99
GRAINGER, INC.	00172	SUPPLIES - MAJ STS	107.18

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PAMA	01370	CONT TO PAMA - COM PROMO	1,054.80
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	2,607.33
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	8.59
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	23.87
CONSUMERS ENERGY	00095	GAS SERVICE -WW	16.56
CONSUMERS ENERGY	00095	GAS SERVICE - WW	832.78
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,760.99
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	132.79
BRYAN SCHEURER	00600	ENERGY OPTZ PROGRAM REIM - ELECTRIC	25.00
CHRISTIAN JENSEN	MISC	ENERGY OPTZ PROGRAM REIM - ELECTRIC	25.00
MARY ANN REID	MISC	ENERGY OPTZ PROGRAM REIM - ELECTRIC	59.34
POWER LINE SUPPLY COMPANY	00389	SUPPLIES FOR WAREHOUSE	75.25
POWER LINE SUPPLY COMPANY	00389	LEATHER GLOVES - ELECTRIC	204.00
FAMILY FARM & HOME	01972	PLANT SUPPLIES - ELECTRIC	34.99
O 'LEARY PAINT CO	MISC	GRAY FLOOR PAINT - ELECTRIC	479.60
GRAINGER, INC.	00172	PLANT SUPPLIES - ELECTRIC	259.80
GRAINGER, INC.	00172	INVENTORY SUPPLIES - ELECTRIC	171.60
GRAINGER, INC.	00172	SUPPLIES - ELECTRIC	169.73
FAMILY FARM & HOME	01972	PLANT SUPPLIES - ELECTRIC	69.98
GRAINGER, INC.	00172	INVENTORY ORGANIZERS - ELECTRIC	50.04
CULLIGAN	02130	WATER CITY HALL - GEN	8.75
PURITY CYLINDER GASES, INC.	00380	OXYGEN, HAZMAT FEE - AMB	66.20
AT&T	00686	PHONE SERVICE - GENERAL	91.83
AT&T	00686	PHONE SERVICE - ELECTRIC	137.74
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	183.66
AT&T	00686	PHONE SVC - WASTE WATER	197.96
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	213.96
AT&T	00686	PHONE SERVICE - GENERAL	420.77
USA TODAY NETWORK	02501	COUNCIL MEETING SYNOPSIS - GEN	300.22
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	18.12
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	15.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	207.66
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	91.28
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	1,530.38
ALTEC INDUSTRIES, INC.	00016	BUCKET TRUCKS SAFETY INSPECTION - ELECTRIC	1,464.11
LITE'S PLUS INC	00243	LED LIGHTS FOR DECOR LIGHT POLES - ELECTRIC	3,497.50
MICHIGAN MUNICIPAL LEAGUE	00285	MML DUES - GEN	3,188.00
GRP ENGINEERING INC.	01994	SUBSTATION PLANNING - ELECTRIC	1,050.00
MENARDS	00260	ENGINE ROOM LOUVER DOOR COVER - ELECTRIC	520.97
AECOM TECHNICAL SERVICES	01810	FERC MONITORING- ELECTRIC APP RES 20-22	2,935.75
APX, INC.	02591	MIRECS ANNUAL FEE - ELECTRIC	250.00
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	348.71
GRAINGER, INC.	00172	SPILL KIT/SAFETY SIGNS - ELECTRIC	664.54
FIRE PROS, LLC	00151	SPRINKLER SYSTEM REPAIR - ELECTRIC	877.71
CORRIGAN OIL CO, NO. 11	02693	DIESEL FUEL FOR GENERATORS - ELECTRIC	610.16
ACE-TEX ENTERPRISES, INC.	00004	SERVICE RAGS BALANCE DUE- ELECTRIC	500.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	687.10
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	119.84
ROD SMITH	02317	CLOTHING ALLOWANCE - WATER	40.70
MHR BILLING	01780	JAN 2022 BILLING - AMB	1,650.00
STAR THOMAS	01654	PBT STRAWS, POSTAGE REIM - POLICE	49.86
MI DEPT OF ENVIRONMENT GL & ENERGY	MISC	MEDICAL WASTE REG - AMB	75.00
SLC METER LLC	02286	WATER METERS PER QUOTE - WTR APPR 11-1-21, RES	2,926.44
MUNICIPAL SUPPLY CO.	00324	PAINT - LOC STS	12.00
MUNICIPAL SUPPLY CO.	00324	UNION, CURB STOP - WATER	281.56
TRUCK & TRAILER	00461	WINTER SUPPLIES - LOC STS	169.93
REED & HOPPES, INC.	00390	TOWING #503 TO YOUNG IONIA - MTR POOL	150.00
REED & HOPPES, INC.	00390	TRANSFORMER RIGGING - ELECTRIC	450.00
CULLIGAN	02130	COOLER RENTAL - WW	15.00
USA BLUEBOOK	01850	THERMOMETERS - WW	251.74
USA BLUEBOOK	01850	ALGA BRUSH, SUPPLIES - WW	761.66
STATE OF MICHIGAN	00428	GR RIVER SMALL URBAN MDOT - MAJ STS	6,150.68

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FLEIS & VANDENBRINK	00153	GEN ENGINEERING SVC - GEN	1,365.00
AMERIGAS -5248	00398	PROPANE TANK REFILL - CEM	2,079.55
BRYAN SCHEURER	00600	OFFICIAL - REC	210.00
FRED KRAMER	00564	OFFICIAL - REC	90.00
ADAM GOODWIN	02542	OFFICIAL - REC	240.00
MIKE FULLER	01801	OFFICIAL - REC	240.00
MARCEL MILLER	02245	OFFICIAL - REC	150.00
MARK ROBERTS	02575	OFFICIAL - REC	150.00
OWEN RUSSELL	02249	OFFICIAL - REC	30.00
NEIL BROWN	01796	OFFICIAL - REC	150.00
RENEE LEIK	01945	OFFICIAL - REC	26.00
JODI WOODMAN	02006	OFFICIAL - REC	78.00
MANDY SPERRY	02084	OFFICIAL - REC	52.00
MIKAYLA TOLAN	02713	OFFICIAL - REC	50.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	90.00
ASHLEY BOWER	02623	OFFICIAL - REC	50.00
KAREN SCHEURER	02723	OFFICIAL - REC	90.00
AUBREE FAULKNER	02721	OFFICIAL - REC	20.00
CARLY BOWER	02722	OFFICIAL - REC	40.00
FAMILY FARM & HOME	01972	CABLE TIES, SCREWS - WATER	12.98
DICKINSON WRIGHT PLLC	02244	PROFESSIONAL SERVICES DEC 2021 - GEN, WW, ECON	1,729.00
STEVE AKRIGHT	MISC	DJ DADDY/DAUGHTER DANCE - REC	500.00
ALT PRINTING CO.	02712	CHAMP SHIRTS BBALL & VBALL - REC	780.50
Total:			\$79,707.74

**BI-WEEKLY
WAGE REPORT
February 21, 2022**

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.	9,866.83	173,000.25	2,196.32	49,571.25	12,063.15	222,571.50
ASSESSOR	-	-	-	-	-	-
CEMETERY	3,188.20	64,112.91	463.09	19,289.67	3,651.29	83,402.58
POLICE	15,655.51	251,592.39	3,844.00	72,559.84	19,499.51	324,152.23
CODE ENFORCEMENT	-	1,210.65	-	139.58	-	1,350.23
PARKS	1,745.01	47,959.61	236.59	9,141.52	1,981.60	57,101.13
INCOME TAX	2,465.55	39,081.07	624.55	13,263.69	3,090.10	52,344.76
MAJOR STREETS	5,279.84	74,269.18	1,273.59	29,103.24	6,553.43	103,372.42
LOCAL STREETS	3,488.15	56,075.28	813.02	25,541.45	4,301.17	81,616.73
RECREATION	342.44	5,768.11	43.17	1,337.00	385.61	7,105.11
AMBULANCE	14,468.06	232,434.35	2,830.54	45,074.04	17,298.60	277,508.39
DDA	2,522.63	41,383.48	364.23	7,519.65	2,886.86	48,903.13
ELECTRIC	20,198.68	342,414.06	4,732.14	117,196.47	24,930.82	459,610.53
WASTEWATER	7,845.98	130,618.02	1,276.64	37,709.03	9,122.62	168,327.05
WATER	5,899.78	109,935.04	1,499.22	38,867.42	7,399.00	148,802.46
MOTOR POOL	720.28	13,890.11	141.34	4,812.14	861.62	18,702.25
TOTALS:	93,686.94	1,583,744.51	20,338.44	471,125.99	114,025.38	2,054,870.50

MDOT
Michigan Department of Transportation
Statement Date: 02/08/2022

MDOT00282 - CITY OF PORTLAND

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

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description			
A00056	81.85	2019-5487			
	Current Budget	Cash Expenditures	Collected	Balance Due	
Federal	374,836.30	374,836.30			
Local	161,751.20	178,160.62	172,009.94	6,150.68	

Phase: 03 Advertising

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

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: 02/08/2022
 Pay in Full (default if neither box is checked)
 Manual allocation specified by Program in Paid Amount below

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

Program	Balance Due
133006CON -	6,150.68

STATEMENT	Customer Name CITY OF PORTLAND	PAGE 1
Remit to: State of Michigan Attn: Finance Cashier P.O. Box 30648 Lansing MI 48909	Customer Account Number MDOT00282	Statement Closing Date 02-06-22
	AR Dept/BPRO 591:ACT51	Due Date 03-08-22
		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 MDOT00282	Statement Closing Date 02-06-22
Customer Name CITY OF PORTLAND	IF YOU HAVE ANY QUESTIONS, PLEASE CALL

Current Period Charges

Description	Date	Transaction ID	Charges
-	01-31-22	CARE1591REIM22000578	\$6,150.68

Important Customer Information

CONTACT :	591
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User: ABAUM

DB: Portland

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	801,500.00	449,708.83	139,214.33	351,791.17	56.11
	TOTAL EXPENDITURES	661,644.00	166,719.89	87,448.76	494,924.11	25.20
	NET OF REVENUES & EXPENDITURES	139,856.00	282,988.94	51,765.57	(143,132.94)	202.34
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	4,500.00	883.61	0.52	3,616.39	19.64
	TOTAL EXPENDITURES	50.00	3.59	0.52	46.41	7.18
	NET OF REVENUES & EXPENDITURES	4,450.00	880.02	0.00	3,569.98	19.78
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	842,604.00	291,959.24	107,316.10	550,644.76	34.65
	TOTAL EXPENDITURES	921,882.00	293,390.63	30,819.08	628,491.37	31.83
	NET OF REVENUES & EXPENDITURES	(79,278.00)	(1,431.39)	76,497.02	(77,846.61)	1.81
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	279,173.00	149,399.02	10,935.84	129,773.98	53.51
	TOTAL EXPENDITURES	367,441.00	199,595.85	28,393.03	167,845.15	54.32
	NET OF REVENUES & EXPENDITURES	(88,268.00)	(50,196.83)	(17,457.19)	(38,071.17)	56.87
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	110,500.00	35,315.48	4,221.43	75,184.52	31.96
	TOTAL EXPENDITURES	110,443.00	35,698.05	3,934.39	74,744.95	32.32
	NET OF REVENUES & EXPENDITURES	57.00	(382.57)	287.04	439.57	671.18
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	642,841.00	450,425.01	29,244.20	192,415.99	70.07
	TOTAL EXPENDITURES	734,269.00	392,072.86	53,754.50	342,196.14	53.40
	NET OF REVENUES & EXPENDITURES	(91,428.00)	58,352.15	(24,510.30)	(149,780.15)	63.82
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	301,200.00	328,577.54	17,876.82	(27,377.54)	109.09
	TOTAL EXPENDITURES	776,200.00	659,015.69	7,933.50	117,184.31	84.90
	NET OF REVENUES & EXPENDITURES	(475,000.00)	(330,438.15)	9,943.32	(144,561.85)	69.57
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	154,000.00	76,610.93	12,705.07	77,389.07	49.75
	TOTAL EXPENDITURES	152,550.00	75,945.74	0.00	76,604.26	49.78
	NET OF REVENUES & EXPENDITURES	1,450.00	665.19	12,705.07	784.81	45.88
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	4,192,025.00	2,437,092.38	402,262.36	1,754,932.62	58.14
	TOTAL EXPENDITURES	5,203,461.00	2,486,869.35	261,555.35	2,716,591.65	47.79
	NET OF REVENUES & EXPENDITURES	(1,011,436.00)	(49,776.97)	140,707.01	(961,659.03)	4.92

User: ABAUM

DB: Portland

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,048,352.00	546,888.63	86,612.72	501,463.37	52.17
	TOTAL EXPENDITURES	1,265,904.00	499,646.60	51,144.45	766,257.40	39.47
	NET OF REVENUES & EXPENDITURES	(217,552.00)	47,242.03	35,468.27	(264,794.03)	21.72
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	763,420.00	411,461.10	61,766.04	351,958.90	53.90
	TOTAL EXPENDITURES	957,783.00	375,535.36	55,229.89	582,247.64	39.21
	NET OF REVENUES & EXPENDITURES	(194,363.00)	35,925.74	6,536.15	(230,288.74)	18.48
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	574,810.00	212,563.43	10,806.41	362,246.57	36.98
	TOTAL EXPENDITURES	732,215.00	234,998.68	12,527.98	497,216.32	32.09
	NET OF REVENUES & EXPENDITURES	(157,405.00)	(22,435.25)	(1,721.57)	(134,969.75)	14.25
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	9,714,925.00	5,390,885.20	882,961.84	4,324,039.80	55.49
		11,883,842.00	5,419,492.29	592,741.45	6,464,349.71	45.60
	NET OF REVENUES & EXPENDITURES	(2,168,917.00)	(28,607.09)	290,220.39	(2,140,309.91)	1.32

User: ABAUM

DB: Portland

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	01/31/2022	MONTH 01/31/2022	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND								
Revenues								
101-000-402.000	REAL PROPERTY TAXES	1,133,465.00	1,115,088.22	338.56		18,376.78	98.38	
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	2,297.28	225.02		3,052.72	42.94	
101-000-447.000	TAX COLLECTION FEES	45,450.00	41,013.46	5,321.27		4,436.54	90.24	
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	100.00	100.00		0.00	100.00	
101-000-453.000	CABLE TV FEES	19,500.00	9,623.60	0.00		9,876.40	49.35	
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	19,841.80	590.00		55,158.20	26.46	
101-000-543.000	ACT 302 POLICE TRAINING GRANT	660.00	416.52	0.00		243.48	63.11	
101-000-570.000	LIQUOR FEES	3,720.00	3,931.95	0.00		(211.95)	105.70	
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	3,000.00	21.28	0.00		2,978.72	0.71	
101-000-575.000	REVENUE SHARING-CONST SALES	351,597.00	211,637.00	0.00		139,960.00	60.19	
101-000-576.000	REVENUE SHARING-STAT SALES	111,919.00	56,706.00	0.00		55,213.00	50.67	
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	664.50	147.50		(64.50)	110.75	
101-000-624.000	MISCELLANEOUS FEES	200.00	0.78	0.00		199.22	0.39	
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	191,931.81	27,418.83		137,094.19	58.33	
101-000-630.000	CEMETERY LOT SALES	12,200.00	4,920.00	0.00		7,280.00	40.33	
101-000-633.000	CEMETERY CARE FEES	6,500.00	2,600.40	0.00		3,899.60	40.01	
101-000-634.000	GRAVE OPENING FEES	15,500.00	7,150.00	1,475.00		8,350.00	46.13	
101-000-656.000	DISTRICT COURT FINES	9,000.00	3,354.71	0.00		5,645.29	37.27	
101-000-661.000	PARKING FINES	4,300.00	910.00	330.00		3,390.00	21.16	
101-000-663.000	MISCELLANEOUS FINES	2,000.00	700.00	70.00		1,300.00	35.00	
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	(268.21)	(59.02)		268.21	100.00	
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	37.39	0.07		(37.39)	100.00	
101-000-667.000	RENTAL INCOME	6,000.00	4,510.00	600.00		1,490.00	75.17	
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	100.00	0.00		(100.00)	100.00	
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	18,631.30	2,536.14		(18,631.30)	100.00	
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	5,000.00	4,731.17	0.00		268.83	94.62	
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	30,000.00	66,820.76	59.00		(36,820.76)	222.74	
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	3.59	0.52		46.41	7.18	
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	160,000.00	160,000.00	0.00		0.00	100.00	
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	41,446.00	41,446.00	0.00		0.00	100.00	
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	32,009.00	0.00		0.00	100.00	
TOTAL REVENUES		2,420,692.00	2,012,800.75	39,152.89		407,891.25	83.15	

Expenditures								
100	COUNCIL	69,160.00	18,198.38	0.00		50,961.62	26.31	
101	COMMUNITY PROMOTIONS	351,108.00	232,821.73	35,619.90		118,286.27	66.31	
172	CITY MANAGER	182,506.00	98,332.17	14,929.35		84,173.83	53.88	
191	ELECTIONS	6,550.00	3,128.04	86.77		3,421.96	47.76	
201	GENERAL ADMINISTRATION	451,881.00	270,544.34	40,196.79		181,336.66	59.87	
209	ASSESSING	52,300.00	18,610.68	1,277.01		33,689.32	35.58	
265	CITY HALL	76,530.00	44,530.21	9,716.18		31,999.79	58.19	
276	CEMETERY	181,241.00	99,412.43	11,155.70		81,828.57	54.85	
301	POLICE	825,049.00	404,274.97	57,907.96		420,774.03	49.00	
371	CODE ENFORCEMENT	53,901.00	28,885.89	4,257.15		25,015.11	53.59	
728	ECONOMIC DEVELOPMENT	29,000.00	15,983.64	475.41		13,016.36	55.12	
751	PARKS	219,191.00	110,911.51	12,471.54		108,279.49	50.60	

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,498,417.00	1,345,633.99	188,093.76	1,152,783.01	53.86
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,420,692.00	2,012,800.75	39,152.89	407,891.25	83.15
TOTAL EXPENDITURES		2,498,417.00	1,345,633.99	188,093.76	1,152,783.01	53.86
NET OF REVENUES & EXPENDITURES		(77,725.00)	667,166.76	(148,940.87)	(744,891.76)	858.37

Nikki Miller

From: noreply@civicplus.com
Sent: Tuesday, February 15, 2022 10:55 AM
To: Nikki Miller
Subject: Online Form Submittal: Board & Commission Application

Board & Commission Application

Name	Kathy Parsons
Date	2/15/2022
Address	310 Kent St Portland MI 48875
Phone	517-647-4177
Email	kparsons59@outlook.com
Employer	Grider-Portland Agency
Employer Phone	517-647-4177
How long have you lived in the City of Portland?	21 years
Please mark your choice(s).	Planning Commission
If more than one please list them in order.	<i>Field not completed.</i>
Please tell us your qualifications.	Chair, Zoning Board of Appeals Secretary, Portland Area Fire Authority past Design Committee chair, Portland Main Street Former Portland Council Member
Are you a high school graduate?	Yes
Are you a college graduate?	No
List name of the college or university you attended and the level of degree earned.	<i>Field not completed.</i>
List your professional and work experience.	Dispatcher/clerk - Mason Police Department, Mason '75-'78 Commercial Fire Rater - Auto Owners Insurance Company '78-'79

Agent/Office Manager - A. A. Smith Insurance Agency, Lansing
'79-2001
Owner/Agent - Grider-Portland Agency, Portland 2001-2022

List your community
activities, interests and
service.

Outdoor activities, community service

References (optional)

Field not completed.

File Attachment

Field not completed.

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

City Of Portland
Water Department
Monthly Water Report
January 2022

Monthly Water Production

Well #4	2,406,000 Gallons
Well #5	0 Gallons
Well #6	6,018,000 Gallons
Well #7	0 Gallons

Daily Water Production

Well #4	77,612 Gallons
Well #5	0 Gallons
Well #6	194,129 Gallons
Well #7	0 Gallons

Daily Average Water Production for All Wells

271,741 Gallons

Total Water Production for the Month

8,424,000 Gallons

Total Water Production for the Previous Month

10,068,000 Gallons

Total Production decreased by

1,644,000 Gallons

Total Production for This Month from the Previous Year

10,037,000 Gallons

Total Production decreased by

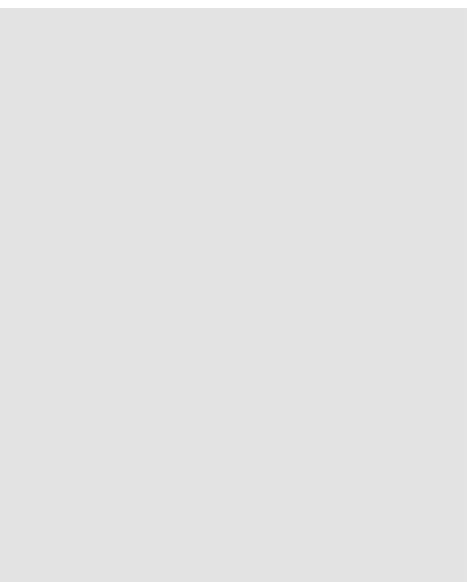
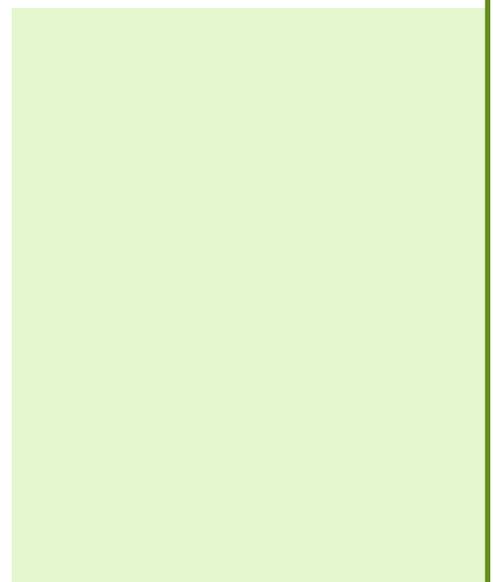
1,613,000 Gallons

Rodney D. Smith Jr.
Water Technician



The City of Portland Operations & Maintenance Report

December 2021





January 18, 2022

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

RE: December 2021 Monthly Operation Report

Dear Mr. Gorman:

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

All information and data used to compile this report is available for your review. If you have any questions, please contact us. My phone number is 989.860.2103.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Dey".

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.

Ken Dey
Project Manager

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

1.1 CONTENTS

APPENDIX “A” Monthly Operating Report	1
ADMINISTRATIVE	2
Action Items	2
WASTEWATER MAINTENANCE	2
Operations	2
WORK PERFORMED ON THE COLLECTION SYSTEM	2
Emergency Alarm Call- Outs	2
Daily Flow Summary.....	2

APPENDIX “A” MONTHLY OPERATING REPORT

ADMINISTRATIVE REPORT

ADMINISTRATIVE

The December 2021 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The average influent flow was 346,000 gallons per day. The daily maximum influent flow was 390,000 gallons, which occurred on December 14, 2021. The Monthly Operating Report (MOR) is in **Appendix A**.

ACTION ITEMS

- **There is a copper issue** in the City's biosolids. The analytical results are consistently above table three (3) limits. Table three's (3) maximum concentration limit (MCL) for copper is 1,500 micro-grams per liter (ug/L.) FVOP recommends investigating the issue further by performing additional collection system sampling and the non-domestic users complete a non-domestic user survey.

WASTEWATER MAINTENANCE

Maintenance was completed during the month of December 2021 in accordance with the computerized maintenance management system (CMMS.)

- Staff de-ragged all three raw pumps.
- Annual maintenance on headworks fine screen was completed.
- Staff completed 151 maintenance workorders

OPERATIONS

- Power washed the screen on the thickener sieve drum..
- Staff replaced expansion tank in boiler room.
- Staff noticed the influent flow was higher than normal for several days.. Staff proceeded to visually observe the manholes and found a large amount of flow coming from THK. Kim Moore of THK was contacted and stated that a valve was left open from their paint rinse tank. According to THK is was potable water being discharged.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during December 2021:

- Several Miss Digs were completed.
- Housekeeping was performed inside and, on the exterior, at the Riverside Lift Station.
- Approximately 3,500 feet of sanitary sewer main was cleaned during December 2021, all of which are considered problem areas.
- Helped resolve a sewer backup at Portland products on 12/22. Tony and Tim saved their Christmas party.

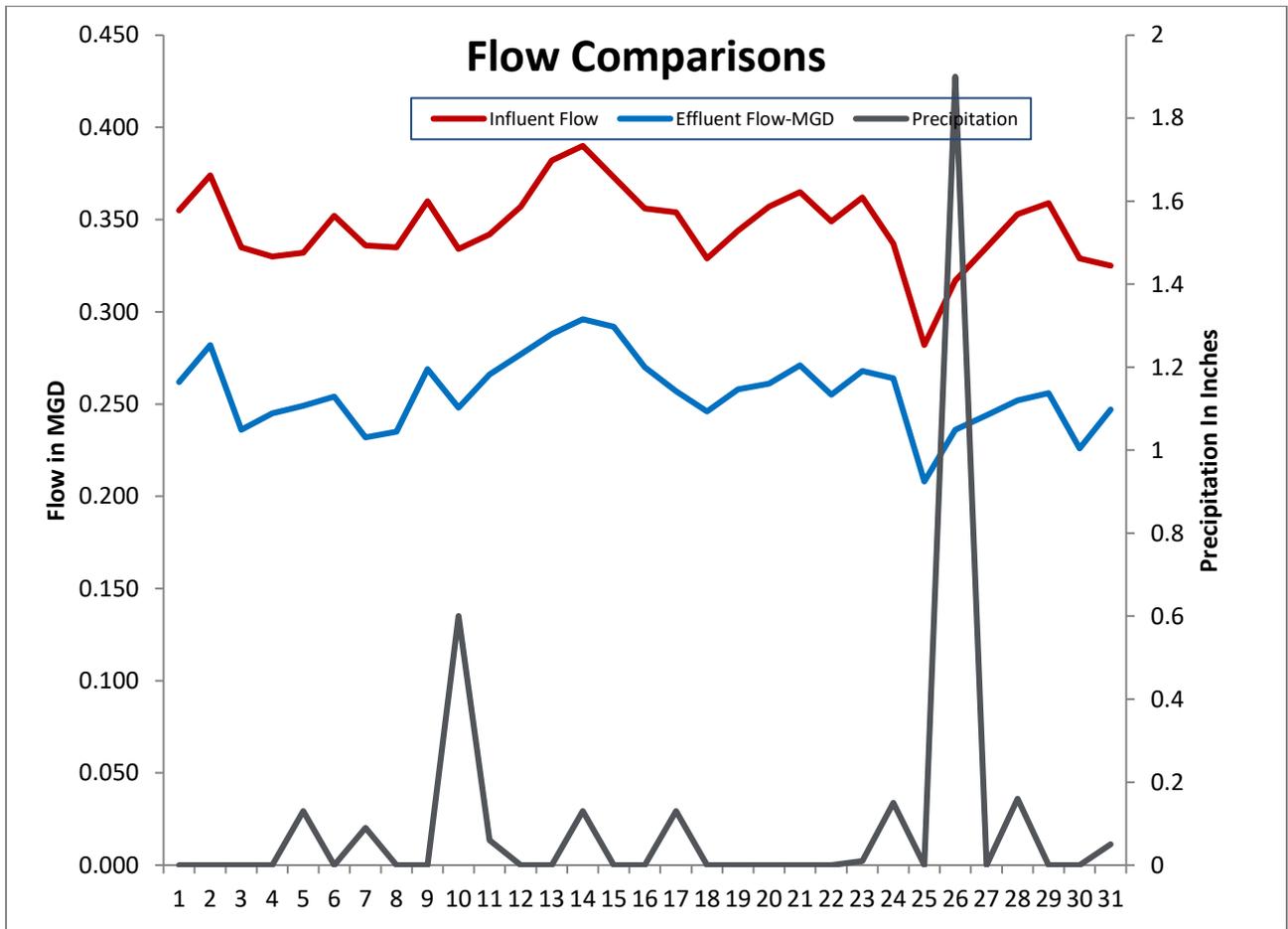
EMERGENCY ALARM CALL- OUTS

There was one (1) after- hours emergency call outs during December 2021.

- Staff received one call-out on 12-27 for a sewer backup. Found to be homeowner's issue.

DAILY FLOW SUMMARY

The wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of December 2021. The average influent flow during the period was 346,000 gallons per day and the average effluent flow during the period was 256,000 gallons per day. We had eleven (11) days of measurable precipitation which totaled 3.41 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX “A”



City of Portland, Michigan

December 2021

FINAL EFFLUENT

DAY	CBOD -5					T.S.S					V.S.S			TOTAL PHOSPHORUS			pH	DO	FECAL	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	
		7-day		7-day	Rem.		7-day		7-day	Rem.				Rem.			cts/100 ml	7-day		
		Avg		Avg			Avg		Avg									GEO		
1	2.3		5.0		99	1.6		3.5		99	1	0.130	0.3	0	7.3	5.9	2			
2																				
3																				
4																				
5																				
6	3.1	3.1	6.6		99	0.8		1.7		100	0.4	0.160	0.3	97	7.1	5.5	4			
7	2.8	2.7	5.4	5.7	99	1.2	1.2	2.3	2.5	99	0.4	0.190	0.4	97	7.1	6.3	4	3		
8	2.6	2.8	5.1	5.7	99	2.8	1.6	5.5	3.2	99	1.2	0.173	0.3	93	7.4	5.9	10	5		
9		2.8		5.7			1.6		3.2									5		
10		2.8		5.7			1.6		3.2									5		
11		2.8		5.7			1.6		3.2									5		
12		2.8		5.7			1.6		3.2									5		
13	3.7	3.0	8.9	6.5	98	4.0	2.7	9.6	5.8	98	3.6	0.276	0.7	95	6.9	5.0	240	21		
14	3.8	3.4	9.4	7.8	98	4.4	3.7	10.9	8.7	98	2.8	0.281	0.7	95	7.1	6.6	4	21		
15	3.5	3.7	8.5	8.9	99	4.4	4.3	10.7	10.4	99	3.6	0.375	0.9	95	7.2	6.2	4	16		
16		3.7		8.9			4.3		10.4									16		
17		3.7		8.9			4.3		10.4									16		
18		3.7		8.9			4.3		10.4									16		
19	4.5	3.9	9.7	9.1	98	5.2	4.5	11.2	10.6	98	2.4	0.301	0.6	94	7.2	6.3	12	15		
20	4.1	4.0	8.9	9.1	98	4.0	4.5	8.7	10.4	97	2.4	0.254	0.6	94	6.7	6.1	10	7		
21	3.9	4.0	8.8	9.0	98	2.4	4.0	5.4	9.0	99	1.2	0.243	0.5	95	6.7	5.7	6	7		
22		4.2		9.1			3.9		8.4									9		
23		4.2		9.1			3.9		8.4									9		
24		4.2		9.1			3.9		8.4									9		
25		4.2		9.1			3.9		8.4									9		
26	4.6	4.2	9.1	8.9	98	1.2	2.5	2.4	5.5	100	1.2	0.374	0.7	95	6.6	5.5	4	6		
27	4.1	4.2	8.3	8.7	98	6.4	3.3	13.0	6.9	98	4.0	0.399	0.8	93	7.1	6.8	4	5		
28	3.6	4.1	7.6	8.3	99	4.8	4.1	10.1	8.5	98	4.4	0.336	0.7	94	7.1	6.8	6	5		
29		4.1		8.3			4.1		8.5									5		
30		4.1		8.3			4.1		8.5									5		
31		4.1		8.3			4.1		8.5									5		
M/M																				
TL																				
GA																				
ME	3.6		7.8		98	3.3		7.3		99	2.2	0.27	0.6	87		6.0	6.9			
WGA																				
WA																				
M/M = Maximum/Minium; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weigh																				
REMARKS:																				

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

City of Portland, MI

December 2021

ACTIVATED SLUDGE

DAY	Aeration Volume	Detent. Time	CRT Days	Organic Loading	MLSS mg/l	MLVSS mg/l	SETT. %	SVI	DO mg/l	AIR SUPPLY CuFt./D	RASS g/100 ml	RASVS g/100 ml	WAS gal	WAS lbs	Return Flow (RAS)
1	24	7.0	5.4	0.25	2880	2216	43	149	5.2	1.44	0.5128	0.4052	18.50	791	0.260
2	24	6.8	4.8		2785		39	140	4.5	1.44	0.5555		18.53	858	0.254
3	24	7.4	5.9		2722		37	136	5.4	1.44	0.4137		20.07	692	0.249
4	24	7.3	9.5		2666		32	120	5.6	1.44	0.5565		9.04	420	0.255
5	24	7.3	6.0		2814		34	121	5.4	1.44	0.9918		8.41	696	0.254
6	24	7.0	6.4	0.23	2826	2200	35	124	3.3	1.44	0.4708	0.3746	16.76	658	0.260
7	24	7.5	3.6	0.18	2685	2152	33	123	5.8	1.44	0.7800	0.6313	17.13	1114	0.240
8	24	7.5	8.4	0.25	2562	2031	30	117	6.3	1.44	0.3415	0.2690	16.00	456	0.236
9	24	7.0	7.7		2382		28	117	5.8	1.44	0.3928		14.04	460	0.257
10	24	7.4	10.3		2485		27	109	5.4	1.44	0.3595		12.07	362	0.247
11	24	7.2	12.8		2554		26	102	5.3	1.44	0.4263		8.40	299	0.257
12	24	7.2	11.8		2671		32	120	5.3	1.44	0.4840		8.40	339	0.238
13	24	6.7	6.9	0.15	3505	2822	29	83	4.6	1.44	0.5693	0.4629	16.00	760	0.260
14	24	6.5	5.4	0.23	2618	2120	28	107	6.0	1.44	0.5438	0.4370	16.02	726	0.268
15	24	6.8	5.7	0.29	2470	2004	25	101	5.8	1.44	0.5274	0.4149	14.73	648	0.261
16	24	6.9	9.0		2268		23	101	6.1	1.44	0.3789		11.90	376	0.270
17	24	7.0	6.9		2566		23	90	6.2	1.44	0.4779		14.01	558	0.258
18	24	7.5	9.4		2809		25	89	6.5	1.44	0.6347		8.42	446	0.245
19	24	7.2	11.9	0.22	2983	2274	26	87	5.4	1.44	0.5188	0.3953	8.68	375	0.250
20	24	7.1	5.5	0.15	3307	2635	27	82	4.9	1.44	0.5911	0.4588	18.20	897	0.248
21	24	6.9	6.4	0.18	2776	2117	24	86	6.4	1.44	0.4973	0.3402	15.66	649	0.256
22	24	7.1	2.2		2955		25	85	6.1	1.44	1.9463		12.39	2011	0.255
23	24	6.8	0.0		0.3083		27	88	5.5	1.44	0.4857		16.02	649	0.268
24	24	7.2	11.7		2988		24	80	5.2	1.44	0.5428		8.41	381	0.261
25	24	8.6	9.6		3200		29	91	4.1	1.44	0.5425		10.98	497	0.218
26	24	7.7	15.3	0.21	3399	2528	28	82	6.4	1.44	0.4715	0.3713	8.45	332	0.244
27	24	7.7	4.9	0.17	3772	2894	34	90	5.2	1.44	0.8311	0.6053	16.57	1148	0.221
28	24	7.2	3.6	0.20	3498	2586	29	83	6.3	1.44	0.8745	0.6722	19.74	1440	0.242
29	24	7.1	4.6		3402		29	85	5.7	1.44	0.6098		21.68	1103	0.245
30	24	7.5	4.0		3348		31	92	5.6	1.44	0.6401		23.54	1257	0.242
31	24	7.4	16.6		3285		28	85	5.8	1.44	0.4214		8.40	295	0.256
TL													437.15	21694	7.775
ME	24	7.2	7.5	0.21	2812	2352	29	102	5.5	1.44	0.5932	0.4491	14.10	700	0.251
	REMARKS:														

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

City of Portland, MI

December 2021

MISCELLANEOUS DATA

DAY	OUTFALL OBSERVATION	GRIT	NAT. GAS	ELECT. WWTP	ELECT. Riverside Lift Stat.	ELECT. Canal Lift Stat.	ELECT Cutler Lift Stat.	FERROUS CHLORIDE	Polymer Sludge Thickener
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	lbs
SF				1					
1	yes		2300	128				11	19.0
2	no		2300	128	44	10		3	21.0
3	no		3600	136				3	21.0
4	no		3100	120				3	10.0
5	no		2900	104	103	14	90	3	11.0
6	yes		3800	120				3	15.0
7	yes		4000	128				3	17.0
8	yes		3800	120	98			3	15.0
9	no		3600	128				3	13.0
10	no		1800	128				3	12.0
11	no		4500	128				3	8.0
12	no		4000	136	239	33	135	3	8.0
13	yes	54.0	3800	136				3	14.0
14	yes		2100	152				3	16.0
15	yes		2800	128	72			3	17.0
16	no		3400	152	17			3	11.0
17	no		3800	128				3	14.0
18	no		4100	136				3	7.0
19	no		4400	136				3	9.0
20	no		5100	128				3	21.0
21	no		2800	160	79	44	260	3	16.0
22	no		4500	136				3	10.0
23	no		3000	128				3	21.0
24	no		1600	144				3	10.0
25	no		4100	120				3	9.0
26	yes		4500	152				3	5.0
27	yes		4300	128	94	158	146	3	20.0
28	yes		3900	128				3	28.0
29	no		4200	120	29	15	49	3	27.0
30	no		4200	144				3	22.0
31	no		2800	128	29	14	4	3	9.0
TL		54.0	109100.0	4088	804	288	684	101	456.0
ME		54.0	3519	132	80	41	114	3	14.7
	REMARKS:								

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

City of Portland, MI

December 2021

DIGESTER BIOSOLIDS

SF DAY	RAW SLUDGE						BIOSOLIDS							
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	GAS	
	Pumped	Total	% Vol.	Loading			TEMP.				RATIO	SOLIDS	Produced	
	gal	Solids	Solids	lbs/1000 cuft.		C.	C.		%	%		REDUCTION	CuFt X 100	
1	5872													
2	5327	6.3	80	0.14	6.6	17.1	29.6	6.9	1.7	66	0.13	51		
3	5266													
4	2088													
5	2149													
6	4449													
7	4449													
8	3511	7.3	81	0.11	7.0	15.2	29.6	6.9	1.4	65	0.08	56		
9	3208													
10	2573													
11	1483													
12	1513													
13	4328													
14	4540													
15	3360	7.4	80	0.11	6.9	15.1	29.9	6.8	1.3	65	0.086	54		
16	2421													
17	3965													
18	1876													
19	1937													
20	5387													
21	3995	8.4	77	0.14	6.7	16.3	29.9	6.7	1.3	64	0.1	47		
22	2936													
23	4268													
24	1332													
25	1453													
26	1120													
27	6477													
28	6568	7.8	79	0.22	7.0	13.5	30.9	6.9	1.1	64	0.1	53		
29	7022													
30	6749													
31	1907													
TL	113528												0	
ME	3495	7.4	79	0.14	6.8	15.4	30.0	6.8	1.4	65		52	#DIV/0!	
	REMARKS:	Loading Rate = .02 -.10 lb/cu. ft.												

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

December 2021

SOLIDS DISPOSAL

DAY	SUPERNATANT							BIOSOLIDS DISPOSAL			SITE #	DRY TONS APPLIED.	
	AMT.	PH	TOTAL	VOL.	SUSP.	Phosp.	PHOSP.	SOLIDS	AMOUNT	TOTAL			VOL.
			SOLIDS	SOLIDS	SOLIDS			TO BED	HAULED	SOLIDS			SOLIDS
	gal.		%	%	mg/l	mg/l	lbs	lbs	gal	%			%
1	0							0.0					
2	0							0.0					
3	0							0.0					
4	0							0.0					
5	0							0.0					
6	0							0.0					
7	0							0.0					
8	0							0.0					
9	0							0.0					
10	0							0.0					
11	0							0.0					
12	0							0.0					
13	1332.5							0.0					
14	1332.5							0.0					
15	2132							0.0					
16	0							0.0					
17	2665							0.0					
18	1066							0.0					
19	1599							0.0					
20	2132							0.0					
21	4797							0.0					
22	2398.5							0.0					
23	3731							0.0					
24	2665							0.0					
25	0							0.0					
26	2665							0.0					
27	0							0.0					
28	2665							0.0					
29	4797							0.0					
30	1599							0.0					
31	2398.5							0.0					
TL	39975							0.0	0				
ME													

Supernatant to drying beds or storage tank and cycled back to plant headworks.
 Biosolids to farm land and landfill.

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
FEBRUARY 15, 2022 - 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 to renew roadside mowing contract with J.Jablonski and Sons Inc.- John Niemela
 - B. Request authorization to submit grant application for Marine Safety Patrol- Sheriff Charlie Noll
 - C. Request approval of agreement for Sheriff's Office Services between Village of Clarksville and County of Ionia- Sheriff Charlie Noll
 - D. Request approval to proceed with the Tract Indexing Project- Rhonda Lake
 - E. ARPA Project Update- Linda Pigue
- IX. Department Reports**
 - A. Health Department
- 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 – Three- 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
- Commission on Aging Board-One-three-year term expired in September
- Parks Advisory Board- Three-Two-year terms, one serving as a member-at-Large from Lyons Area, a Representative from the Fishing and Hunting Club, and Lyons Village Representative
- West Michigan Regional Planning Commission-Two-One-year term
- WMRPC Comprehensive Economic Development Strategy Committee-One-One year private sector representative
- Land Bank Authority- two-three-year term

Appointments for consideration in the month of February 2022:

- None

Appointments for consideration in the month of March 2022:

- Community Mental Health Services Board- Four-Three-year terms