



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

7:00 P.M. Monday, March 21, 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)	
7:04 PM	V. <u>City Manager Report</u>	
	VI. <u>Presentations</u>	
7:15 PM	A. Jon Moxey and Joe Benjamin of Fleis & VandenBrink – Wastewater Treatment Plan Project Update	
7:35 PM	B. Fiber Project Update	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
	A. First Reading of Ordinance 91A Amending Chapter 32, Section 32-1 “Definition of Public Improvement” of the Code of Ordinances of the City of Portland	Decision
8:00 PM	B. Proposed Resolution 22-14 Approving the Submittal of an Application for Local Bridge Program Funds for Preventative Maintenance of the Bridge Street Bridge over the Grand River	Decision
8:05 PM	C. Proposed Resolution 22-15 Approving an Energy Purchase through the Michigan Public Power Agency Contingent Upon the Approval of the Board of Light and Power	Decision
8:08 PM	D. Proposed Resolution 22-16 Approving Participation in the State Bid Process for Winter Road Salt 2022-2023	Decision
8:10 PM	E. Proposed Resolution 22-17 to Amend the Budget for Fiscal Year 2021-2022	Decision
8:12 PM	F. Proposed Resolution 22-18 Approving, Authorizing, and Directing the Mayor and Clerk to Sign a Water System Maintenance Agreement with Parkview MHC, LLC Mobile Home Park	Decision
8:13 PM		
	X. <u>Consent Agenda</u>	
8:15 PM	A. Minutes & Synopsis from the Regular City Council Meeting held on March 7, 2022	Decision

**Estimated
Time**

**Desired
Outcome**

- B. Payment of Invoices in the Amount of \$86,883.21 and Payroll in the Amount of \$113,957.76 for a Total of \$200,840.97
- C. Purchase Orders over \$5,000.00
 - 1. Fleis & VandenBrink in the Amount of \$5,201.03 for Engineering Services for the Kent Street Improvement Project
 - 2. RS Technical Services, Inc. in the Amount of \$18,548.10 for Chemical Scales with New Tanks for Wells 4, 6, and 7

XI. Communications

- A. Planning Commission Minutes for December 8, 2021
- B. Ionia County Board of Commissioners Agenda for March 8, 2022
- C. Ionia County Board of Commissioners Agenda for March 15, 2022

8:18 PM

XII. Other Business – None

8:20 PM

XIII. City Manager Comments

8:25 PM

XIV. Council Comments

8:30 PM

XV. Adjournment

Decision

**CITY OF PORTLAND
Ionia County, Michigan**

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

ORDINANCE NO. 91A

**AN ORDINANCE AMENDING CHAPTER 32, SECTION 32-1
“DEFINITION OF PUBLIC IMPROVEMENT” OF THE CODE OF
ORDINANCES OF THE CITY OF PORTLAND**

THE CITY OF PORTLAND ORDAINS:

Section 1. Amendment of Chapter 32, Section 32-1 of the Code of Ordinances. Chapter 32, Section 32-1 “Definition of Public Improvement,” of the Code of Ordinances is replaced in its entirety to read:

Sec. 32-1. Definition of public improvement and public work.

The term "public improvement," as used in this chapter, shall include any public improvement the city has the power to make, acquire or construct, including, without limitation the reconstruction in whole or in part of any structure or public work as well as the original construction thereof.

The term “public work,” as used in this chapter, means all fixed works constructed for public use and owned or controlled by the City, including but not limited to, railways, docks, canals, waterworks, public utilities, roads, and fiber broadband infrastructure including appurtenances thereto.

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

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: March 21, 2022

Adopted:

Published:

Effective:

CERTIFICATION

I certify that this is a true and complete copy of the ordinance adopted at a regular meeting of the City Council of the City of Portland on _____, 2022.

Dated: _____, 2022

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-14

A RESOLUTION APPROVING THE SUBMITTAL OF AN APPLICATION FOR LOCAL BRIDGE PROGRAM FUNDS FOR PREVENTATIVE MAINTENANCE OF THE BRIDGE STREET BRIDGE OVER THE GRAND RIVER

WHEREAS, the Michigan State Legislature and the U.S. Congress have appropriated funds for preventative maintenance of local bridges in the State of Michigan; and

WHEREAS, the Bridge Street Bridge over the Grand River is deteriorated and in need of maintenance; and

WHEREAS, the City Council supports an application requesting funding for this project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves of the filing of an application with the Michigan Department of Transportation requesting funds through their Local Bridge Program for preventative maintenance of the Bridge Street Bridge over the Grand River and further, that the City is seeking the Department's active participation in the project.
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: March 21, 2022

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-15

**A RESOLUTION APPROVING AN ENERGY PURCHASE THROUGH THE
MICHIGAN PUBLIC POWER AGENCY CONTINGENT UPON THE
APPROVAL OF THE BOARD OF LIGHT AND POWER**

WHEREAS, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, the City of Portland, as a member of the MPPA's Energy Services Project Committee, has an opportunity to enter into a transaction to meet a portion of its future load requirements for calendar year 2024 by purchasing energy not to exceed \$24,722.91 pursuant to the terms of the Power Purchase Commitment Authorization, attached as Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. Contingent upon the approval of the Board of Light and Power, the City Council authorizes the Electric Superintendent or City Manager to sign the Power Purchase Commitment Authorization to approve the energy purchase for the 2024 calendar year not to exceed \$24,722.91, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 21, 2022

Monique I. Miller, City Clerk



February 25, 2022

Subject: **Power Purchase Commitment Authorization**

The City of Portland ("Portland"), through its Member Authorized Representative, hereby authorizes the purchase of Energy by Michigan Public Power Agency ("MPPA") on behalf of Portland at the following Quantity, Term, Delivery Location and not to exceed price levels. These transactions, if executed by MPPA, are Power Purchase Commitments under the Energy Services Agreement between MPPA and Portland.

Energy:

Calendar Year	2024
Total MWh	518.4
Total \$ (not to exceed)	\$24,722.91
Average Price, \$/MWh	\$47.69
% of Load	3.6%
Hedged Target % After Transaction	70%

The transaction(s) above will be for Financially-Firm Energy with Physical delivery to the MISO Michigan Hub in the Day Ahead Market.

The purchase transactions outlined above account for the identified percentages of Portland's forecasted energy requirements in the applicable forward calendar years. The sum of all purchases represents a maximum commitment of \$24,722.91.

Member Authorized Representative:

Printed

Signature

Date

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-16

**A RESOLUTION APPROVING PARTICIPATION IN THE STATE BID
PROCESS FOR WINTER ROAD SALT 2022-2023**

WHEREAS, the City previously solicited its own bids for winter road salt; and

WHEREAS, for the past fifteen (15) years the City has taken advantage of an opportunity to receive more competitive pricing by participating in the State Bid through the MiDEAL program; and

WHEREAS, in addition to more competitive pricing, MiDEAL Road Salt Contracts provide the following benefits:

- The City's order quantity is guaranteed, which helps alleviate sufficient supply issues
- Additional product available if the City exhausts its complete supply - all vendors are required to keep 30% extra here in Michigan to ensure that MiDEAL Members that participate in the road salt contracts have what they need in case of a heavy winter.
- The City is only required to accept 70% of its seasonal backup commitment.

WHEREAS, the State of Michigan Department of Management & Budget sent out an email advising that road salt requisitioning would be done on-line with the deadline for ordering being April 6, 2022; and

WHEREAS, the City Manager and DPW Foreman recommend using the MiDEAL program again this year and submitting the requisition for 50 tons for the early delivery and 300 tons for the seasonal backup.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves participating in the State bid process for Winter Road Salt for 2022-2023 and authorizes the City Manager to submit the on-line requisition for 50 tons for the early delivery and 300 tons for the seasonal backup.
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: March 21, 2022

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-17
A RESOLUTION TO AMEND THE BUDGET
FOR FISCAL YEAR 2021-2022

WHEREAS, State law prohibits local units of government from ending any fiscal year with a negative fund balance in any fund; and

WHEREAS, the Finance Director has reviewed current fund balances and expenditures for FY 2021-2022 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the 2021-2022 fiscal budget amendments as listed on the attached 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: March 21, 2022

Monique I. Miller, City Clerk

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND - 3RD QUARTER 21-22

GL Number	DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)
105-254-995.202	TRANSFER TO MAJOR STREETS	35,702.00
202-000-699.105	CONTRIBUTION FROM INCOME TAX	35,702.00
202-452-804.005	CONTRACT SERVICE-GRAND RIVER	35,702.00
101-000-678.000	MERS FOREITURE REVENUES	20,000.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	37,000.00
		<u>57,000.00</u>
101-201-727.000	OFFICE SUPPLIES	400.00
101-201-975.000	CAPITAL OUTLAY BUILDING	1,100.00
101-201-983.000	OFFICE EQUIPMENT LEASE	14,500.00
		<u>16,000.00</u>
101-257-727.000	OFFICE SUPPLIES	160.00
101-265-931.000	M & R EQUIPMENT	200.00
101-301-706.000	S & W PARTTIME	3,000.00
101-301-710.000	S& W OVERTIME	10,000.00
101-301-960.000	EDUCATION & TRAINING	500.00
		<u>13,500.00</u>
101-371-703.000	S & W SUPERVISOR	1,500.00
101-567-727.000	OFFICE SUPPLIES	20.00
101-567-751.000	UNIFORM CLEANING	300.00
101-567-806.000	DATA PROCESSING	450.00
101-567-922.000	GAS	1,000.00
101-567-932.000	M & R GROUNDS	(1,000.00)
		<u>770.00</u>
101-707-710.000	S& W OVERTIME	100.00
101-707-975.002	CAP OUTLAY-OLD MILL BUILDING	1,500.00
		<u>1,600.00</u>
101-751-702.000	S & W FULLTIME	1,750.00
101-751-803.000	ENGINEERING SERVICE	1,400.00
		<u>3,150.00</u>
105-254-716.002	HEALTH SAVINGS ACCOUNT CONTRIBUTION	312.00
105-254-727.000	OFFICE SUPPLIES	100.00
105-254-806.000	DATA PROCESSING	2,050.00
105-254-806.000	DATA PROCESSING	300.00
105-254-851.000	TELEPHONE SERVICE	100.00
		<u>2,862.00</u>

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND - 3RD QUARTER 21-22

GL Number	DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)
202-000-546.000	ACT 51 MONIES	(9,916.00)
202-201-804.000	CONTRACTUAL SERVICE	600.00
202-452-974.006	SIDEWALK IMPROVEMENTS	13,500.00
202-463-716.001	HEALTH INSURANCE-RETIREES	1,020.00
202-463-716.002	HEALTH SAVINGS ACCOUNT CONTRIBUTION	5,100.00
202-463-719.000	OTHER FRINGE	268.00
		<u>6,388.00</u>
202-474-810.000	EQUIPMENT MAINTENANCE CONTRACT	400.00
203-000-546.000	ACT 51 MONIES	(2,127.00)
203-201-804.000	CONTRACTUAL SERVICE	400.00
203-452-974.006	SIDEWALK IMPROVEMENTS	33,100.00
203-463-716.001	HEALTH INSURANCE-RETIREES	1,004.00
208-000-588.000	GRANTS-DANBY TOWNSHIP	6,000.00
208-000-607.000	ADULT SOFTBALL FEES	(6,000.00)
208-000-612.000	ADULT BASKETBALL FEES	(3,500.00)
208-000-613.000	ADULT VOLLEYBALL FEES	(1,300.00)
208-000-616.000	YOUTH BASKETBALL FEES	(5,200.00)
208-000-620.000	YOUTH FLAG FOOTBALL FEES	2,200.00
		<u>(7,800.00)</u>
208-751-706.000	S & W PARTTIME	(14,706.00)
208-751-727.000	OFFICE SUPPLIES	50.00
208-751-810.000	EQUIPMENT MAINTENANCE CONTRACT	450.00
208-751-851.000	TELEPHONE SERVICE	150.00
		<u>(14,056.00)</u>
210-302-703.000	S & W SUPERVISOR	(7,000.00)
210-302-710.000	S& W OVERTIME	7,000.00
210-302-745.000	MOTOR FUEL & OIL	5,000.00
210-302-851.000	TELEPHONE SERVICE	600.00
210-302-931.000	M & R EQUIPMENT	300.00
		<u>5,900.00</u>
248-000-402.000	REAL PROPERTY TAXES	(9,000.00)
248-000-568.000	CONTRIBUTION FROM STATE -GRANT	9,000.00

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND - 3RD QUARTER 21-22

GL Number	DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)
248-000-665.000	INTEREST INCOME	(40.00)
		<u>(40.00)</u>
248-267-740.008	OPERATING SUPPLIES - BEER FEST	1,400.00
248-267-740.009	OPERATING SUPPLIES - HOLIDAY FEST	3,800.00
248-267-982.001	CAPITAL OUTLAY - SPLASH PAD	4,000.00
		<u>9,200.00</u>
582-000-648.000	UTILITY SALES	200,000.00
582-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	14,000.00
582-000-693.002	SALE OF MATERIALS	1,500.00
		<u>215,500.00</u>
582-201-801.000	LEGAL SERVICE	1,250.00
582-201-992.000	PRINCIPAL PAYMENT	(75,000.00)
		<u>(73,750.00)</u>
582-539-716.002	HEALTH SAVINGS ACCOUNT CONTRIBUTION	500.00
582-539-734.000	SAFETY SUPPLIES	15,000.00
582-539-745.000	MOTOR FUEL & OIL	2,000.00
582-539-803.001	ENG SERVICE-POWER RATE STUDY	(10,000.00)
582-539-803.019	ENG SERVICE - BROADBAND	25,000.00
582-539-921.000	ELECTRICITY	600.00
582-539-925.000	PURCHASED POWER-MPPA ESP	95,000.00
582-539-931.000	M & R EQUIPMENT	92,500.00
582-539-932.000	M & R GROUNDS	1,500.00
582-539-937.000	M & R HYDRO	1,572.00
582-539-967.000	TREE MANAGEMENT	32,000.00
582-539-979.000	DIESEL ENGINE PROJECT	60,000.00
582-539-985.001	JOINT PROJECTS	(10,000.00)
		<u>305,672.00</u>
590-000-678.006	REIMBURSEMENTS - MISCELLANEOUS	14,500.00
590-548-710.000	S& W OVERTIME	1,500.00
590-548-751.000	UNIFORM CLEANING	1,400.00
590-548-804.000	CONTRACTUAL SERVICE	26,800.00
590-548-922.000	GAS	860.00
590-548-960.000	EDUCATION & TRAINING	300.00
		<u>30,860.00</u>
590-906-803.000	ENG SERV-WASTEWATER CONSTRUCTION	39,900.00
590-906-803.000	ENG SERV-WASTEWATER CONSTRUCTION	410,100.00
		<u>450,000.00</u>

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND - 3RD QUARTER 21-22

GL Number	DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)
591-000-528.001	FEDERAL GRANTS-ARPA COVID LOC FISCAL REC	207,447.00
591-201-802.000	AUDIT SERVICE	500.00
591-201-803.000	ENGINEERING SERVICE	6,500.00
591-201-806.000	DATA PROCESSING	30.00
		<u>7,030.00</u>
591-441-935.001	M&R METER PROJECT ARPA	404,000.00
661-201-727.000	OFFICE SUPPLIES	120.00
661-201-914.000	VEHICLE INSURANCE	400.00
		<u>520.00</u>
661-441-745.000	MOTOR FUEL & OIL	3,000.00
661-441-806.000	DATA PROCESSING	280.00
661-441-931.000	M & R EQUIPMENT	5,000.00
661-441-931.000	M & R EQUIPMENT	3,000.00
		<u>11,280.00</u>

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-18

**A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE
MAYOR AND CLERK TO SIGN A WATER SYSTEM MAINTENANCE
AGREEMENT WITH PARKVIEW MHC, LLC MOBILE HOME PARK**

WHEREAS, the City owns and operates a public water system that provides potable water to its customers; and

WHEREAS, the Owners and residents of Parkview MHC, LLC are customers of the City's public water system; and

WHEREAS, the City water system is regulated by and under the jurisdiction of the Michigan Department of Environment, Great Lakes and Energy (EGLE); and

WHEREAS, the EGLE has informed the City that to comply with the EGLE's cross-connection requirements where the City's provision of potable water to a mobile home park like Parkview MHC, LLC has two or more connections to the City public water system, one of three things must occur: (i) double check valves must be installed at each connection with the City water system, (ii) the City must receive easements for the multiple connection of Property Owners' water mains and undertake responsibility to operate, maintain, and repair those water mains, or (iii) the City and the Property Owners must enter into a suitable agreement pertaining to certain aspects of the operation, maintenance, repair, and extension of the multiple connection of the Property Owners' water mains; and

WHEREAS, the City advised the Owners of Parkview MHC, LLC of the cross-connection rules and the options available and the Owners desire to elect the third option and enter an agreement pertaining to certain aspects of the operation, maintenance, repair, and extension of the multiple connection of the Property Owners' water mains to the City System, a copy of the proposed agreement is Attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes, and directs the Mayor and Clerk to sign a Water System Maintenance Agreement with Parkview MHC, LLC, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 21, 2022

Monique I. Miller, City Clerk

**PARKVIEW ESTATES MOBILE HOME PARK
WATER SYSTEM MAINTENANCE AGREEMENT**

THIS AGREEMENT is made as of _____, by and between the City of Portland, a Michigan Home Rule City and municipal corporation, whose address is 259 Kent Street Portland, Michigan 48875 (the “City”) and Parkview MHC LLC, whose address is PO Box 63170, Irvine, CA 92602-6105, own and operate Park View Estates, a mobile home park located in the City (Property Owners).

This Agreement is made with reference to the following facts and circumstances:

- A. The City owns and operates a public water system that provides potable water to its customers.
- B. Property Owners and residents of Park View Estates are customers of the City’s public water system.
- C. The City water system is regulated by and under the jurisdiction of the Michigan Department of Environment, Great Lakes and Energy.
- D. In connection with the City water system and the provision by the City of potable water to Park View Estates with respect to those water mains which convey water to the mobile home park properties and which have two or more connections to the City public water system, the Michigan Department of Environment, Great Lakes and Energy has informed the City that in order for the City to be in compliance with the Michigan Department of Environment, Great Lakes and Energy cross connection requirements, one of three things must occur: (i) double check valves must be installed at each connection with the City water system, (ii) the City must receive easements for the multiple connection of Property Owners’ water mains and undertake responsibility to operate, maintain, and repair those water mains, or (iii) the City and the Property Owners must enter into a suitable agreement pertaining to certain aspects of the operation, maintenance, repair, and extension of the multiple connection of the Property Owners’ water mains.
- E. The parties to this Agreement desire to elect the third alternative described in paragraph D above.

NOW, THEREFORE, for and in consideration of the mutual covenants contained in this Agreement and in consideration of the City making potable water available to the Property Owners and residents of Park View Estates the parties agree as follows:

Section 1. Definitions. The following terms and phrases, whenever used in this Agreement, shall have the following meanings, unless the context shall clearly indicate another or a different meaning:

- A. **“EGLE”** means the Michigan Department of Environment, Great Lakes and Energy, Lansing, Michigan, or any similar successor agency having similar jurisdiction over cross connections.
- B. **“Flow-Through Water Mains”** means underground water distribution piping, excluding Service Connection Piping (as defined below in paragraph D), which conveys potable water from the System (as defined below in paragraph E) to Park View Estate properties and has two or more connections to the System (as defined below in paragraph E), thus creating a water flow-through situation, and also hydrant leads and hydrants connected to that piping.
- C. **“Property Owners”** means Parkview MHC LLC, whose address is PO Box 63170, Irvine, CA 92602-6105.
- D. **“Service Connection Piping”** means underground water supply piping which conveys potable water to mobile homes and facilities in Property Owners mobile home park from a single connection to a Flow-Through Water Main.
- E. **“System”** means the City of Portland public water supply system.
- F. **“City”** means the City of Portland, Ionia County, Michigan.

Section 2. Hydrant Flushing. City shall perform hydrant flushing for each and every hydrant located on the Flow-Through Water Mains at least once each calendar year. In addition, City agrees to flush one or more hydrants on the Flow-Through Water Mains more often if required by the EGLE. Also, City agrees to flush one or more hydrants on the Flow-Through Water Mains as necessary to keep the chlorine residual, as determined based on the City testing described in Section 3 below, at a detectible level.

Section 3. Sampling and Testing. At no cost or charge to the Property Owners (except as the cost thereof may be part of the City’s regular water rates charged to customers), the City shall perform water sampling and testing from locations that are connected to the Flow-Through Water Mains. This sampling and testing shall be carried out as part of the City’s current EGLE approved water sampling and testing plan and shall take place monthly or, more often, if required by the EGLE. The Property Owners shall approve the sampling sites, such approval not to be withheld unreasonably. Property Owners expressly consents and authorizes City employees and contractors to enter Park View Estates to complete the sampling authorized by this Section.

Section 4. Cross Connections. The City shall perform its cross-connection program in accordance to the City of Portland Code of Ordinances, Chapter 40 Utilities, Article II, Water, Division 3, Cross Connections.

Section 5. Valves. The City shall exercise with a complete closing and then opening each and every valve located on the Flow-Through Water Mains at least once each calendar year. In addition, the City agrees to exercise by complete closing and opening one or more valves on the Flow-Through Water Mains more often if required by the EGLE.

Section 6. Repairs. With respect to all repairs of the Flow-Through Water Mains, the Property Owners shall not undertake any repairs without first notifying the City by telephone call to the City's 24-hour telephone number (517) 647-7521 and with confirmation with a written notice to be faxed or personally delivered. At least 24 hours advance notice shall be required for all repairs, except, in the case of an emergency, it shall only be necessary to provide the telephone notice prior to the commencement of the repairs.

In connection with all repairs, City employees and contractors shall be granted access to the repair site and be allowed to witness and inspect all repair activities which pertain to the Flow-Through Water Mains.

All repairs to the Flow-Through Water Mains shall meet the following requirements:

- The trench shall be kept dry and clear.
 - All dirt and debris shall be kept out of the water main.
 - After the repair is complete, the repaired water main shall receive a chlorine swabbing.
 - The repaired water main shall receive a post-repair flush.
 - With the joints exposed, the water main shall be placed under pressure and a visual inspection made for leaks.

The Property Owners agree to comply with all of these requirements in connection with any and all repairs to the Flow-Through Water Mains.

Section 7. New or Replacement Water Mains. With respect to new or replacement water mains which will be connected or which are a part of the Flow-Through Water Mains, the Property Owners shall not commence construction without first notifying the City with a written notice delivered by facsimile or personal delivery. At least thirty (30) days advance notice shall be required for all new or replacement water main construction projects.

In connection with all new or replacement water main construction projects, the City employees and contractors shall be granted access to the construction site and be allowed to witness and inspect all construction activities which pertain to the new or replacement water mains which are to be connected to the Flow-Through Water Mains.

All of the Property Owners new or replacement water main construction that will be connected to the Flow-Through Water Mains shall be completed following all of the requirements provided above in Section 5 for repairs and, in addition, prior to being placed in service, two satisfactory or "passing" bacteriological tests shall be completed at least 24 hours apart.

Section 8. Term. This Agreement shall continue for as long as the Flow-Through Water Mains are connected to the System.

Section 9. Liability. The Property Owners assume all risk and liability for injury or damage to persons or property in acquiring and constructing or reconstructing Flow-Through

Water Mains and their appurtenances on the Park View Estates premises and in operating, repairing, and maintaining those Flow-Through Water Mains. The Property Owners agree to indemnify the City and its Council members, officers, employees, and agents from and all losses, damages, claims, and expenses, including reasonable attorney's fees incurred for defense, resulting from injury or damage to persons or property for which the Property Owners have assumed all risk and liability pursuant to the immediately preceding sentence.

The City assumes all risk and liability for injury or damage to persons or property with respect to all parts of the System and its appurtenances outside the Park View Estate premises, and within any public utility easement granted to and accepted by the City within the Park View Estates premises, and in addition, in connection with its sampling, testing, and inspection pursuant to this Agreement. The City agrees to indemnify the Property Owners, their officers, agents, and employees from any and all losses, damages, claims, and expenses including reasonable attorney's fees incurred for defense, resulting from injury or damage to persons or property for which the City has assumed all risk and liability pursuant to the immediately preceding sentence.

Section 10. Negation of Warranty. Even though the City will witness and inspect repairs to the Flow-Through Water Mains and also the construction of new and replacement Flow-Through Water Mains, the City does not warrant or provide any guarantee as to such repair and/or construction, it being expressly understood and agreed upon by the parties that Property Owners as the owner of such water mains and the party contracting for and completing such repairs and/or construction, has full authority and responsibility with respect to all such repairs and/or construction.

Section 11. Miscellaneous. Neither this Agreement nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written consent shall be void. This Agreement shall insure to the benefit of and are binding upon the parties hereto and their successors and permitted assigns.

All notices and other documents to be served and transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated in Section 1 of this Agreement or such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by ordinary or certified mail properly addressed with sufficient postage. This is an integrated Agreement. It contains the full understanding of the parties and supersedes all other understandings, agreements or conditions, written or oral, regarding the subject matter of this Agreement.

This Agreement is written pursuant to the laws of the State of Michigan. To the extent permitted by law, jurisdiction and venue pertaining to any action arising from or pursuant to this Agreement shall be with the state courts in Ionia County, Michigan. The waiver by any party hereto of a breach or violation of any provision of this Agreement shall not be a waiver of any subsequent breach of the same or any other provision of this Agreement. If any section or provision of this Agreement is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Agreement, which shall remain in full force and effect. It is contemplated that this Agreement will be executed in multiple counterparts, all of which together shall be deemed to

be one Agreement. The captions in this Agreement are for convenience only and shall not be considered as part of this Agreement or in any way to amplify or modify the terms and provisions hereof. This Agreement shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Agreement and no other person shall have the right to enforce any of the provisions contained herein. Neither party shall be liable nor deemed to be in default for any delay or failure of performance under this Agreement or other interruption of service resulting directly from fires, explosions, earthquakes, floods, vandalism, strikes or other work interruptions or any similar cause beyond the reasonable control of either party. No amendment, modification or waiver shall be effective unless in writing and signed by both parties. All rights and remedies set forth in this Agreement are cumulative and are in addition to any other legal or equitable rights and remedies.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Witnesses:

CITY OF PORTLAND

(1)

By:

Its: Mayor

(2)

By:

Its: Clerk

Dated:

Witnesses:

PROPERTY OWNERS

(1)

By:

Its:

(2)

By:

Its:

Dated:

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 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 Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Absent: Council Member Fitzsimmons

Guests: Kathy Parsons

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

Motion by VanSlambrouck, supported by Johnston, to approve the proposed agenda.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

Motion by Johnston, supported by Sheehan, to excuse Council Member Fitzsimmons.

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted the design phase of the Wastewater Treatment Plant Improvement Project is moving along quite well. The design is approximately 30% complete, so the 30% Design Review meeting will be held soon. Engineers with Fleis & VandenBrink will present a report to the Council at the March 21, 2022 meeting. A page on the City's website has been dedicated to information on the project.

An attorney has been hired by the City of Portland, Portland Township, and Danby Township to review the current Portland Area Municipal Authority (PAMA) agreement. The attorney has issued a review of the agreement and provided items for consideration and discussion.

The budget process for Fiscal Year 2022-2023 continues to move forward. The City Treasurer reached out to PAMA for the budget request for the upcoming year and was given a request of

\$80,000.00 which includes repairs to the roof and other items. The request will be evaluated by Council during their budget process.

City Manager Gorman further noted the City of St. Johns has decided to back out of the Shared Services Agreement for assessing services due to changes in their office. The City has issued a Request for Proposal for the contracting of assessing services.

The field work for the Kent St. Improvement Project has been completed. The city is working to capitalize on any funding that may be available for the project. This predesign work is being done in order to sufficiently plan for the project. A parking study will also begin soon.

The Planning Commission will meet Wednesday, March 9, 2022 and will begin the review of the draft zoning ordinance revision. This process will take place over the next several meetings.

Several months ago, Mayberry Homes presented a request to the Planning Commission for rezoning of the Rindlehaven property to residential with a portion carved out for commercial use which upset many of the adjacent property owners. The Planning Commission tabled the request to allow Mayberry Homes to evaluate their request. Since that time, the City has not heard anything from Mayberry Homes on their request. City Manager Gorman stated that he has reached out to Mayberry Homes and the owner to clarify their position several times with no result, although it is clear they have no intention of moving forward with the current PUD. Currently, the City is receiving quite a bit of interest from multiple individuals who are interested in purchasing the property.

City Manager Gorman further noted that he recently met with owners of a daycare facility that are interested in purchasing a portion of the Cutler Rd. property off from Hyland Drive to expand their business.

City Manager Gorman also noted he has reached out to multiple real estate agents to list the Cutler Rd. property.

City staff continues to work on the Fiber Project, the Request for Proposal is currently being written. City Manager Gorman stated he expects to provide a presentation to Council at its next meeting to explain the project in further detail.

Under Presentations, DDA Director ConnerWellman presented her downtown report.

Under New Business, the City Council considered Resolution 22-10 to approve the Mayor and Clerk to sign a Service Rate Addendum Agreement with MHR Billing Services, LLC for the Ambulance Department. MHR is requesting a rate increase from \$22.00 per billable call to \$25.00. The City Manager and Ambulance Director have reviewed the request and recommend its approval.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 22-10 approving, authorizing, and directing the Mayor and Clerk to sign a Service Rate Addendum Agreement with MHR Billing Services, LLC for the Ambulance Department.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes
Nays: None
Absent: Fitzsimmons
Adopted

The Council considered Resolution 22-11 to approve a payment to F&V Construction in the amount of \$39,900.00 for work performed as part of the Design-Build Agreement for the Wastewater Treatment Plant Project. The City Manager and Finance Director have reviewed the pay request and recommend its approval.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-11 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes
Nays: None
Absent: Fitzsimmons
Adopted

The Council considered Resolution 22-12 to approve the budget for Fiscal Year 2022-2023 for the Portland Area Fire Authority.

Motion by Sheehan, supported by Johnston, to approve Resolution 22-12 approving the Budget for Fiscal Year 2022-2023 for the Portland Area Fire Authority.

Yeas: Sheehan, Johnston, VanSlambrouck, Barnes
Nays: None
Absent: Fitzsimmons
Adopted

The Council considered Resolution 22-13 to confirm the Mayor's appointment to City Boards and Commissions.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 22-13 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes
Nays: None
Absent: Fitzsimmons
Adopted

Motion by VanSlambrouck, supported by Johnston to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on February 22, 2022, payment of invoices in the amount of \$123,607.48 and payroll in the amount of \$128,309.94 for a total of \$251,917.42. There were no purchase orders over \$5,000.00 included.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes
Nays: None
Absent: Fitzsimmons
Adopted

Under City Manager Comments, City Manager Gorman reminded residents the Annual Cleanup Day will be held Saturday, May 7, 2022 from 7:00 A.M. to Noon. The Hazardous Waste Cleanup will also be held that day from 8:00 A.M. to Noon at the Portland Emergency Services Building.

Under Council Comments, Mayor Barnes noted how disheartening it is to see what is happening on the world stage; specifically, the Ukraine and how fortunate we are to be living where we are. He reminded residents to keep all of those involved in their thoughts.

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

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

Meeting adjourned at 7:38 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the March 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 Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Absent – Council Member Fitzsimmons

Presentation - DDA Director ConnerWellman presented her downtown report.

Approval of Resolution 22-10 approving, authorizing, and directing the Mayor and Clerk to sign a Service Rate Addendum Agreement with MHR Billing Services, LLC for the Ambulance Department.

All in favor. Adopted.

Approval of Resolution 22-11 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

All in favor. Adopted.

Approval of Resolution 22-12 approving the Budget for Fiscal Year 2022-2023 for the Portland Area Fire Authority.

All in favor. Adopted.

Approval of Resolution 22-13 confirming the Mayor's appointment to City Boards and Commissions.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:38 P.M.

All in favor. Adopted.

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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	997.52
APEX SOFTWARE	00876	SKETCHING SOFTWARE SVCS - ASSESSING	235.00
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	35.23
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	16.01
BELL EQUIPMENT CO.	02695	SUPPLIES - MP	177.70
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	0.75
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	410.41
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	2,139.06
CORRIGAN OIL CO, NO. 11	02693	183.2 GALLONS DIESEL - MP	640.45
DETROIT SALT COMPANY	01497	ROAD SALT MIDEAL - MAJ, LOC STS	2,811.10
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	10,387.67
FAMILY FARM & HOME	01972	METAL FOR SALT SPREAD HITCH - ELECTRIC	52.95
FLAGS UNLIMITED	00988	6 US FLAGS 3X5 - COMM PROMO	239.70
FORTE PAYMENTS, INC.	02522	CC PAYMENTS - REC	165.84
GRAINGER, INC.	00172	POST SLEEVE - MAJ STS	91.62
GRAINGER, INC.	00172	OVER BOOT PPE - ELECTRIC	124.38
GRANGER	00175	REFUSE - REFUSE	12,497.08
GRANGER	00175	REFUSE - WW	152.58
GRANGER	00175	REFUSE - POL, COMM PROMO, ELECTRIC	258.00
MENARDS	00260	CABINET KIT FOR BATHROOM - WW	305.48
OVERHEAD DOOR OF LANSING	00935	OVERHEAD DOOR REPAIR - ELECTRIC	1,811.28
STAR THOMAS	01654	SUPPLY PURCHASES REIM - AMB	288.98
BADGER METER INC.	02247	BEACON HOSTING ANNUAL FEE, ORION CELL SVC - ELE	1,578.67
TOTAL TECHNICAL ASSURANCE GROUP IN	02667	FIBER CONSULT PHIL MUDGE - ELECTRIC	2,625.00
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
KCI	02720	ASSESSMENT NOTICES - ASSESSING	434.58
MUNICIPAL SUPPLY CO.	00324	SDR PIPE - MAJ STS	1,781.92
RSI/WAYNE DOOR CO.	00476	OVERHEAD DOOR TRACK - MTR POOL	1,035.00
RSI/WAYNE DOOR CO.	00476	TORSION SPRING/WIRE/LABOR - MTR POOL	1,120.00
SLC METER LLC	02286	WATER MTR PURCHASE PER QUOTE - WTR, APP RES 21-	5,553.84
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	11.99

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
REED & HOPPES, INC.	00390	PICK GATES AT DAM - ELECTRC	300.00
REED & HOPPES, INC.	00390	O RING GATE/DAM - ELECTRIC	9.50
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,322.98
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	63.31
GRANGER	00175	REFUSE - ELECTRIC	86.00
MPARKS	00296	ANNUAL PARKS CONVENTION - PARKS	450.00
CITY OF LANSING	01504	CONFERENCE LODGING - PARKS	209.85
CL TRUCKING & EXCAVATING, LLC	00066	SEWER REPAIR 410 DIVINE REIM - ELECTRIC	2,400.00
FIRST ADVANTAGE OCCUPATIONAL HEALTH	02603	CLINIC COLLECTION R SMITH - WATER	158.76
FLEIS & VANDENBRINK	00153	ENG SVC KENT ST DEV - MAJ STS	5,201.03
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	325.50
FLEIS & VANDENBRINK	00153	TRAIL CAP IMPROV PLAN- GEN, PARKS	2,121.60
CULLIGAN	02130	2X WATER CITY HALL - GEN	15.50
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,302.54
MUNICIPAL SUPPLY CO.	00324	3" FULL FACE FLANGE GASKET - WATER	3.50
DICKINSON WRIGHT PLLC	02244	JAN 2022 LEGAL SVCS - GEN, ELECTRIC, ECON DEV	3,173.00
POWER LINE SUPPLY COMPANY	00389	GLOVES - ELECTRIC	216.00
FAMILY FARM & HOME	01972	SUPPLIES - ELECTRIC	5.99
FAMILY FARM & HOME	01972	SUPPLIES -LOC STS	17.98
FAMILY FARM & HOME	01972	SUPPLIES - LOC STS	19.99
D&K TRUCK COMPANY	02257	HEADLIGHT ASSEMBLY -MTR POOL	115.87
MIKE JUDD	02450	MAR 2022 BOR - ASSESSOR	150.00
MIKE JUDD	02450	DEC 2021 BOR - ASSESSOR	45.00
HERB MOSSER	02434	MARCH 2022 BOR - ASSESSOR	150.00
HERB MOSSER	02434	DEC 2021 BOR - ASSESSOR	45.00
DOUG LOGEL SR.	02451	MARCH 2022 BOR - ASSESSOR	150.00
DOUG LOGEL SR.	02451	DEC 2021 BOR - ASSESSOR	45.00
PREMIER SAFETY	02465	CALIBRATED/TESTED METER - ELECTRIC	234.88
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR/PARTS - ELECTRIC	340.00
GRAINGER, INC.	00172	SUPPLIES - MAJ STS	54.61

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRAINGER, INC.	00172	KEY RING - MAJ STS	1.01
GRAINGER, INC.	00172	SUPPLIES - ELECTRIC	169.73
GRAINGER, INC.	00172	LITHIUM BATTERIES - ELECTRIC	30.80
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	413.31
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	70.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	9.98
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	9.98
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	178.46
CULLIGAN	02130	WATER 4X - POLICE	23.00
HOMETOWN SPORTS, INC.	01326	SHIRTS 4X & EMBROIDERY - POLICE	147.00
USA TODAY NETWORK	02501	COUNCIL MTG SYNOPSIS - GEN	58.00
GRAINGER, INC.	00172	HEATER/OIL FILTER - ELECTRIC	1,281.91
ALTEC INDUSTRIES, INC.	00016	VEHICAL REPAIR - ELECTRIC	649.00
RESCO	00392	DIST SYSTEM SUPPLIES - ELECTRIC	712.20
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	1,225.71
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	73.55
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	103.83
CONSUMERS ENERGY	00095	GAS SERVICE - WW	679.25
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.65
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	186.04
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	15.00
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	17.48
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,387.21
STAR THOMAS	01654	COMPUTER MONITORS REIM - POLICE	440.88
KEUSCH SUPER SERVICE	00228	AMB #45 OIL CHANGE - AMB	92.63
IONIA COUNTY CENTRAL DISPATCH	01807	TALON LEIN ACCESS ANNUAL FEE - POLICE	167.10
KODIAK EMERGENCY VEHICLES	02224	REPAIR TO INTERIOR CAMERA UNIT 1 - POLICE	244.80
MICHIGAN STATE POLICE	00275	SOR S FEDEWA - POLICE	30.00
MICHIGAN STATE POLICE	00275	TOKEN FEES X2 - POLICE	66.00
FAMILY FARM & HOME	01972	SUMP PUMP/ADAPTER - WW	151.48
GRAINGER, INC.	00172	SALT SPREADER - ELECTRIC	401.68

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CULLIGAN	02130	WATER 2X, SURCHARGE, COOLER RENTAL FEE - WW	30.50
CLEAN HARBORS ENVIRONMENTAL SERVICE	02120	MICRON FILTER BAGS - ELECTRIC	750.00
KEUSCH SUPER SERVICE	00228	OIL CHANGE/REPAIRS - POLICE	1,215.87
LEXISNEXIS COPLOGIC SOLUTIONS INC.	01947	E CITATION & LICENSE FEE SUPPORT X3 - POLICE	2,814.30
STATE OF MICHIGAN	00428	QA ASSESSMENT 3/31/22 - AMB	546.05
MHR BILLING	01780	FEB 2022 BILLING - AMB	1,408.00
USA SOFTBALL OF MI	02444	SOFTBALLS ADULT LEAGUE - REC	684.00
O'LEARY PAINT CO	02729	WHITE TRAFFIC PAINT - MAJ STS	1,647.50
PORTLAND IRON & METAL, INC.	02730	USED STEEL - LOC STS	54.00
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	390.99
Total:			\$86,883.21

**BI-WEEKLY
WAGE REPORT
March 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.	10,600.03	193,471.91	2,220.70	55,078.88	12,820.73	248,550.79
ASSESSOR	-	-	-	-	-	-
CEMETERY	1,846.18	68,244.27	235.23	20,415.92	2,081.41	88,660.19
POLICE	14,648.99	281,788.73	3,656.12	80,840.86	18,305.11	362,629.59
CODE ENFORCEMENT	-	1,210.65	-	139.58	-	1,350.23
PARKS	1,873.71	51,561.22	229.72	9,974.19	2,103.43	61,535.41
INCOME TAX	2,595.44	44,142.08	641.49	14,665.02	3,236.93	58,807.10
MAJOR STREETS	3,841.60	82,229.88	950.89	32,000.78	4,792.49	114,230.66
LOCAL STREETS	3,943.22	64,307.28	848.49	29,156.61	4,791.71	93,463.89
RECREATION	342.45	6,453.01	41.94	1,486.87	384.39	7,939.88
AMBULANCE	16,178.66	263,425.49	3,123.51	51,202.74	19,302.17	314,628.23
DDA	2,606.06	46,820.82	394.77	8,631.14	3,000.83	55,451.96
ELECTRIC	20,714.50	383,757.83	4,752.64	130,442.71	25,467.14	514,200.54
WASTEWATER	7,491.82	146,744.75	1,215.39	42,346.53	8,707.21	189,091.28
WATER	6,707.92	123,122.30	1,759.75	43,098.15	8,467.67	166,220.45
MOTOR POOL	424.43	15,199.19	72.11	5,178.81	496.54	20,378.00
TOTALS:	93,815.01	1,772,479.41	20,142.75	524,658.79	113,957.76	2,297,138.20

User: ABAUM

DB: Portland

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET		02/28/2022	MONTH 02/28/2022	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND									
Revenues									
101-000-402.000	REAL PROPERTY TAXES	1,133,465.00		1,118,099.34		3,011.12		15,365.66	98.64
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		2,667.73		370.45		2,682.27	49.86
101-000-447.000	TAX COLLECTION FEES	45,450.00		45,069.84		4,056.38		380.16	99.16
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		0.00		0.00	100.00
101-000-453.000	CABLE TV FEES	19,500.00		14,285.07		4,661.47		5,214.93	73.26
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		20,096.80		255.00		54,903.20	26.80
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		280,185.00		68,548.00		71,412.00	79.69
101-000-576.000	REVENUE SHARING-STAT SALES	111,919.00		75,732.00		19,026.00		36,187.00	67.67
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		684.50		20.00		(84.50)	114.08
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		219,350.64		27,418.83		109,675.36	66.67
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		8,075.00		925.00		7,425.00	52.10
101-000-656.000	DISTRICT COURT FINES	9,000.00		3,821.40		466.69		5,178.60	42.46
101-000-661.000	PARKING FINES	4,300.00		1,289.00		379.00		3,011.00	29.98
101-000-663.000	MISCELLANEOUS FINES	2,000.00		860.00		160.00		1,140.00	43.00
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		69.17		337.38		(69.17)	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00		254.47		217.08		(254.47)	100.00
101-000-667.000	RENTAL INCOME	6,000.00		5,345.00		835.00		655.00	89.08
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	20,000.00		21,122.62		2,491.32		(1,122.62)	105.61
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	67,000.00		69,470.09		879.33		(2,470.09)	103.69
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		4.11		0.52		45.89	8.22
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		2,477,692.00		2,148,629.32		134,058.57		329,062.68	86.72

Expenditures									
100	COUNCIL	69,160.00		18,340.61		142.23		50,819.39	26.52
101	COMMUNITY PROMOTIONS	352,708.00		245,389.10		12,542.37		107,318.90	69.57
172	CITY MANAGER	182,506.00		111,085.64		12,753.47		71,420.36	60.87
191	ELECTIONS	6,550.00		3,146.04		18.00		3,403.96	48.03
201	GENERAL ADMINISTRATION	467,881.00		302,510.67		22,901.00		165,370.33	64.66
209	ASSESSING	52,460.00		29,287.51		1,923.65		23,172.49	55.83
265	CITY HALL	76,730.00		50,126.07		5,521.22		26,603.93	65.33
276	CEMETERY	181,561.00		111,796.18		10,190.98		69,764.82	61.57
301	POLICE	838,549.00		452,109.33		45,717.91		386,439.67	53.92
371	CODE ENFORCEMENT	55,401.00		30,257.44		1,371.55		25,143.56	54.62
728	ECONOMIC DEVELOPMENT	29,000.00		17,554.61		544.97		11,445.39	60.53
751	PARKS	220,941.00		118,694.45		7,680.88		102,246.55	53.72

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	02/28/2022 NORMAL (ABNORMAL)	MONTH 02/28/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
TOTAL EXPENDITURES		2,533,447.00	1,490,297.65	121,308.23	1,043,149.35	58.82		
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		2,477,692.00	2,148,629.32	134,058.57	329,062.68	86.72		
TOTAL EXPENDITURES		2,533,447.00	1,490,297.65	121,308.23	1,043,149.35	58.82		
NET OF REVENUES & EXPENDITURES		(55,755.00)	658,331.67	12,750.34	(714,086.67)	1,180.76		

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	02/28/2022 NORMAL (ABNORMAL)	MONTH 02/28/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	801,500.00	515,632.80	65,923.97	285,867.20	64.33
	TOTAL EXPENDITURES	662,456.00	184,970.89	18,251.00	477,485.11	27.92
	NET OF REVENUES & EXPENDITURES	139,044.00	330,661.91	47,672.97	(191,617.91)	237.81
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	4,500.00	884.09	0.48	3,615.91	19.65
	TOTAL EXPENDITURES	50.00	4.11	0.52	45.89	8.22
	NET OF REVENUES & EXPENDITURES	4,450.00	879.98	(0.04)	3,570.02	19.77
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	832,688.00	334,648.52	42,689.28	498,039.48	40.19
	TOTAL EXPENDITURES	942,770.00	329,790.66	36,174.69	612,979.34	34.98
	NET OF REVENUES & EXPENDITURES	(110,082.00)	4,857.86	6,514.59	(114,939.86)	4.41
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	277,046.00	163,868.22	14,469.20	113,177.78	59.15
	TOTAL EXPENDITURES	401,945.00	224,009.12	24,315.39	177,935.88	55.73
	NET OF REVENUES & EXPENDITURES	(124,899.00)	(60,140.90)	(9,846.19)	(64,758.10)	48.15
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	102,700.00	42,423.06	7,107.58	60,276.94	41.31
	TOTAL EXPENDITURES	96,387.00	45,828.99	10,043.22	50,558.01	47.55
	NET OF REVENUES & EXPENDITURES	6,313.00	(3,405.93)	(2,935.64)	9,718.93	53.95
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	642,841.00	473,290.90	19,189.55	169,550.10	73.62
	TOTAL EXPENDITURES	740,169.00	438,852.11	44,955.99	301,316.89	59.29
	NET OF REVENUES & EXPENDITURES	(97,328.00)	34,438.79	(25,766.44)	(131,766.79)	35.38
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	301,160.00	328,646.27	68.73	(27,486.27)	109.13
	TOTAL EXPENDITURES	785,400.00	667,606.20	8,590.51	117,793.80	85.00
	NET OF REVENUES & EXPENDITURES	(484,240.00)	(338,959.93)	(8,521.78)	(145,280.07)	70.00
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	154,000.00	89,133.61	12,522.68	64,866.39	57.88
	TOTAL EXPENDITURES	152,550.00	88,428.73	0.00	64,121.27	57.97
	NET OF REVENUES & EXPENDITURES	1,450.00	704.88	12,522.68	745.12	48.61
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	4,407,525.00	2,926,106.45	489,014.07	1,481,418.55	66.39
	TOTAL EXPENDITURES	5,510,383.00	2,833,234.45	241,685.30	2,677,148.55	51.42
	NET OF REVENUES & EXPENDITURES	(1,102,858.00)	92,872.00	247,328.77	(1,195,730.00)	8.42

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/28/2022 NORMAL (ABNORMAL)	MONTH 02/28/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,062,852.00	640,303.60	93,414.97	422,548.40	60.24
	TOTAL EXPENDITURES	1,296,764.00	596,676.64	54,494.83	700,087.36	46.01
	NET OF REVENUES & EXPENDITURES	(233,912.00)	43,626.96	38,920.14	(277,538.96)	18.65
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	763,420.00	473,502.41	62,041.31	289,917.59	62.02
	TOTAL EXPENDITURES	964,813.00	414,766.74	38,021.98	550,046.26	42.99
	NET OF REVENUES & EXPENDITURES	(201,393.00)	58,735.67	24,019.33	(260,128.67)	29.16
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	574,810.00	230,248.83	17,685.40	344,561.17	40.06
	TOTAL EXPENDITURES	744,015.00	255,257.90	15,159.54	488,757.10	34.31
	NET OF REVENUES & EXPENDITURES	(169,205.00)	(25,009.07)	2,525.86	(144,195.93)	14.78
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	(2,372,660.00)	139,262.22	332,434.25	(2,511,922.22)	5.87



Invoice

S. Tutt Gorman
 City Manager|Zoning
 City of Portland
 259 Kent Street
 Portland, MI 48875

March 7, 2022
 Project No: 853960
 Invoice No: 61475

Project 853960 City of Portland - Kent St Improvements
Services Included: Topographic survey, utility evaluation, environmental review
For professional services rendered for the period January 30, 2022 to February 26, 2022
Professional Services

	Hours	Billing	
	39.50		
Total			4,626.50
Reimbursable Expenses			
Expenses		574.53	
Total		574.53	574.53
	Total this Invoice		\$5,201.03

*Thank you for your business, it is sincerely appreciated.
 If there are any questions regarding this invoice or the services provided, please contact us at AR@fveng.com.*

Terms: Net 15 days



PURCHASE ORDER

City of Portland

P.O. 9508

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

VENDOR RS Technical Services Inc
695 Lincoln Lake Ave
Lowell MI 49331

DATE: 3-14-22

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>Chemical Scales with</u>	<u>591-441-936</u>		<u>18,548.10</u>
<u>new tanks for well 4,6,7</u>			
DEPARTMENT HEAD (UP TO \$500) <u>KG</u>		TOTAL	

MT

Treasurer Initials

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

QUOTATION

Quote #: **CO- 17427**

RS Technical Services, Inc.

695 Lincoln Lake Ave.
Lowell, Michigan 49331
(616)-897-7041 Fax (616)-897-3015

Date: 3/10/2022

Job No:

To: **PORTLAND DPW** Ship To: **SAME**

451 MORSE DRIVE
PORTLAND MI 48875

Attn Rod Smith

Attn:

Phone:

Fax:

Shipping Options: No Partial Partial **FOB SHIPPING POINT**

Item#	Qty	Part Number	SAP	Description	Unit Price	Amount
1	3	GR600-2		FORCE FLOW ELECTRONIC TWO-CHANNEL CARBOY SCALE. Includes 2 scale platforms, 600 lb. capacity, w/ stainless steel load cells & 10' cable each, plus a 2-ch G2 Indicator (NEMA 4X UL approved enclosure, 115 vac) w/ 4-20 maDC outputs (sourcing). (See note)	5880.00	17640.00
2	3	DISCOUNT		DISCOUNT	-294.00	-882.00
3	0	NOTE		ADDITIONAL LOAD CELL CABLE IS AVAILABLE AT 3.85 PER FOOT.	0.00	0.00
4	6	EQUIPMENT	Equipment	4032 55 Gallon Natural Polyethylene Tamco® Tank - 22" Dia. x 35" High	166.30	997.78
5	6	EQUIPMENT	Equipment	3025 Natural Standard Cover for 45 & 55 Gallon Tamco® Tanks	48.72	292.32

Subtotal: \$18,048.10

Estimated lead time is 4-6 weeks due to covid delays.

Estimated Shipping Charges \$500.00

Net 30 Day Customers: Please email / fax us your purchase order or indicate your PO #, SIGN and email sales@rstechncalservices.com or fax back to us so we can proceed with your order.

Salestax: \$0.00

Total: \$18,548.10

YOUR PURCHASE ORDER NO.: _____

Visa/MC Customers: Please complete the form below, SIGN, and fax back to us so we can proceed with your order.

Name on Card: _____	3-Digit Security Code: <input type="text"/> <input type="text"/> <input type="text"/>	<input type="checkbox"/> Visa
Card Number: <input type="text"/>	Exp. Date: _____	<input type="checkbox"/> Master Card

PLEASE REFERENCE THIS CO NUMBER WHEN PLACING ORDER - MINIMUM ORDER \$25.00 - EXCLUDING SHIPPING

This quotation is valid for 30 days and subject to the attached terms and conditions. Thereafter it is subject to change without notice. Quoted pricing and discounts are predicated on receiving a single order for the quantities as listed. Order deviations may result in price or discount changes. All freight is prepaid and added to invoices. "Destination" customers: add freight charge to any parts price before issuing your purchase order. All returns subject to restocking fee. Credit Card Order minimum is \$100.00. Thank you for this opportunity to quote.

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Authorized

Signature: _____

Date: _____

Quoted By: James Bell

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, December 8, 2021 at 7:00 P.M.
In Council Chambers at City Hall

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

Absent: Culp, Hinds

Staff: City Manager Gorman; City Clerk Miller

Guests: Larry Nix, Project Manager for the Portland Self-Storage Project; George Hilton, Jason Galey, Ron Weatherbee

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

Motion by Kmetz, supported by Williamson, to excuse the absence of Members Culp and Hinds. All in favor. Approved.

There was no public comment.

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

Motion by Williamson, supported by Kmetz, to approve the minutes of the October 13, 2021 meeting as presented. All in favor. Approved.

Motion by Kmetz, supported by Williamson, to table the consideration of the 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 by Mayberry Homes on a portion of the Rindlehaven Development. All in favor. Approved.

Chair Fitzsimmons opened the Public Hearing at 7:07 P.M.

City Manager Gorman stated the purpose of the Public Hearing is to consider a request for rezoning of a 1.97-acre portion of the parcel located at 467 Charlotte Hwy. that is adjacent to I-96; east of Charlotte Hwy. and west of Grand River Ave., from R-2 to C-3 to match the rest of the parcel already zoned C-3.

Mr. Nix provided information on the property owners request for rezoning. The property previously had a mobile home on it that was demolished.

Chair Fitzsimmons noted the memo provided by Mr. Paul LeBlanc of PLB Planning Group be made a part of the record as it has all of the criteria laid out.

Planning Commission Minutes
December 8, 2021

There was no Public Comment.

Chair Fitzsimmons closed the Public Hearing at 7:10 P.M.

Chair Fitzsimmons opened the second Public Hearing at 7:10 P.M.

City Manager Gorman explained the second Public Hearing is to consider a Special Land Use request for a self-storage facility to occupy 5.0 acres of the 5.34-acre parcel located at 467 Charlotte Hwy.

Mr. Nix presented information on the proposed five self-storage buildings that will total 57,000 square feet.

Mr. Nix noted he has met with the neighboring property owners and their concerns have been noted and addressed on the proposed site plan. Concerns with the sign placement will be addressed.

The ingress/egress has been evaluated based on a traffic study. Access to the facility will be off from Charlotte Hwy. only and the egress will be from the Portland Apartments driveway. The offices for the storage facility will be located at Portland Apartments.

Mr. Nix further noted a solid vinyl fence has been requested by neighboring property owners. It has been noted on the site plan and will be added. The side of the building closest to the residences will not have access on both sides of the storage building; only the side opposite the residences will have storage access.

Member Williamson inquired if the fence on the west side of the property will extend to the building.

Mr. Nix stated the fence will extend to the side of building prohibiting access from Portland Apartments to the storage facility.

Mr. Galey asked if the elevated pole sign between the storage facility and I-96 will be placed and what the City Ordinance is regarding placement of pole signs.

City Manager Gorman noted the memo provided by Mr. Paul LeBlanc of PLB Planning Group should be made a part of the record.

City Manager Gorman stated that commercial highway signs are currently permitted in the Sign Ordinance.

Mr. Nix stated he will continue to work with neighbors throughout the process and will work within the guidelines of the Sign Ordinance.

Planning Commission Minutes
December 8, 2021

Mr. Weatherbee expressed his concern with size and placement of the sign that will be placed on Charlotte Hwy.

Member Kmetz noted that according to the provided site plan the sign will be placed well away from the side of the road; outside of the right-of-way.

There was discussion.

Chair Fitzsimmons closed the Public Hearing at 7:37 P.M.

Under New Business, the Planning Commission considered the proposed rezoning of the 1.97-acre parcel at 467 Charlotte Hwy.

Motion by Williamson, supported by Roeser, to make a recommendation to the City Council to approve the Special Land Use application for the property at 467 Charlotte Hwy.

All in favor. Approved.

Mr. Nix noted the vote was held for the Special Land Use application rather than for the rezoning.

Motion by Kmetz, supported by Johnston, to strike the approval of the Special Land Use request. All in favor. Approved.

Motion by Williamson, supported by Roeser, to make a recommendation to the City Council to approve the rezoning of the property at 467 Charlotte Hwy. from R-2 to C-3. All in favor. Approved.

Motion by Kmetz, supported by Williamson, to approve Special Land Use request contingent on the City Council's approval of the rezoning request for the reasons stated in the memo from Mr. LeBlanc. All in favor. Approved.

The Planning Commission considered the site plan for the proposed self-storage facility at 467 Charlotte Hwy.

City Manager Gorman noted that he has spoken to City employees, and both the Police and Fire Departments; there were no noted concerns with the request.

Chair Fitzsimmons noted that all items discussed at the previous Planning Commission meeting have been addressed.

Mr. Nix stated that there is no issue with any of the suggestions made by Mr. LeBlanc in his memo.

Member Roeser asked if there will be 24/7 access to the storage facility.

Planning Commission Minutes
December 8, 2021

Mr. Nix stated that access to the storage facility will be dictated by the market unless the City's Ordinance prohibits 24/7 access. He noted there is typically not an issue with night traffic as the storage units are not lit.

Member Johnston noted this is a very creative use for the property. The proposed ingress/egress will maintain the safety of the property.

Motion by Roeser, supported by Williamson, to approve the site plan and stormwater plan dated 11/10/21, and the landscape plan dated 11/21/21, subject to the City Council's approval of the rezoning request based on the reasons stated in the memo from Mr. LeBlanc.

All in favor. Approved.

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

There was discussion.

There were no Planning Commission member comments.

Motion by Kmetz, supported by Johnston, to adjourn the meeting at 8:16 P.M.

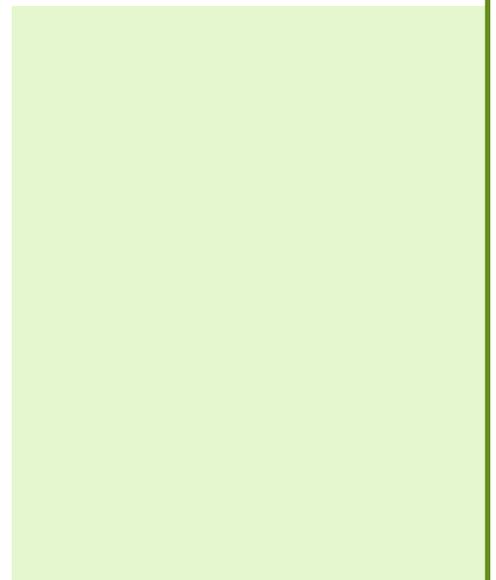
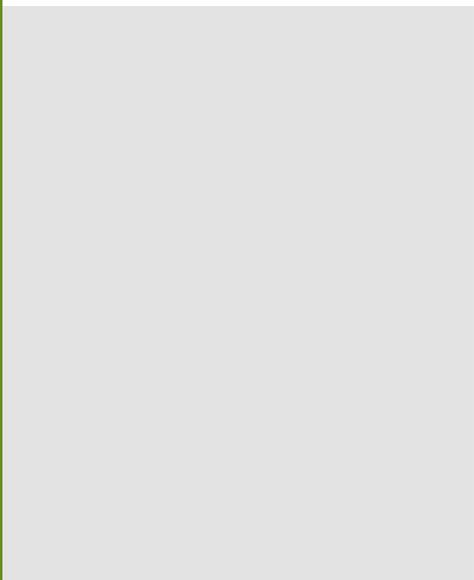
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary



The City of Portland Operations & Maintenance Report January 2022





March 8, 2022

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

RE: January 2022 Monthly Operation Report

Dear Mr. Gorman:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of January 2022. 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", with a stylized flourish underneath.

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 Report1

ADMINISTRATIVE.....2

Action Items2

WASTEWATER MAINTENANCE2

Operations2

WORK PERFORMED ON THE COLLECTION SYSTEM2

Emergency Alarm Call- Outs2

Daily Flow Summary3

APPENDIX “A” MONTHLY OPERATING REPORT



ADMINISTRATIVE REPORT

ADMINISTRATIVE

The January 2022 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The average influent flow was 417,000 gallons per day. The daily maximum influent flow was 514,000 gallons, which occurred on January 13, 2022. 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 January 2022 in accordance with the computerized maintenance management system (CMMS.)

- Staff de-ragged all three raw pumps.
- Replaced a solenoid valve on headworks fine screen and performed routine maintenance on the other solenoids, which included cleaning the others to keep them operational.
- Cleaned all the strainer filters in thickener and cleaned the media on the polymer system.
- Painted and remodeled office.
- Staff completed 173 maintenance workorders

OPERATIONS

- Tim and Tony took Michigan Rural Water Association class.
- Nutrigro collected biosolids sample for possible land application.
- Return Activated Sludge pumps not pumping per the SCADA. Both Kennedy Ind. and Windemuller were on site to troubleshoot the issue. According to contractors the PLC programming was working normally, and they seem to think the issue is being caused by the higher flows. The RAS flow meter could be causing the issue as well so we will contact Oudibier Instrumentation for troubleshooting and calibration of the meter when weather breaks.
- Kickoff meeting for SRF plant upgrades.
- Helped with snow removal.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during January 2022:

- Several Miss Digs were completed.
- No sewer mains were cleaned due to long term cold weather.
- The rechargeable batteries for portable sampler were taken to Batteries Plus for replacement.
- Tim and Tony responded to four (4) sewer complaints, and all appeared to be issues with the owners lateral and not caused by the City's collections system.

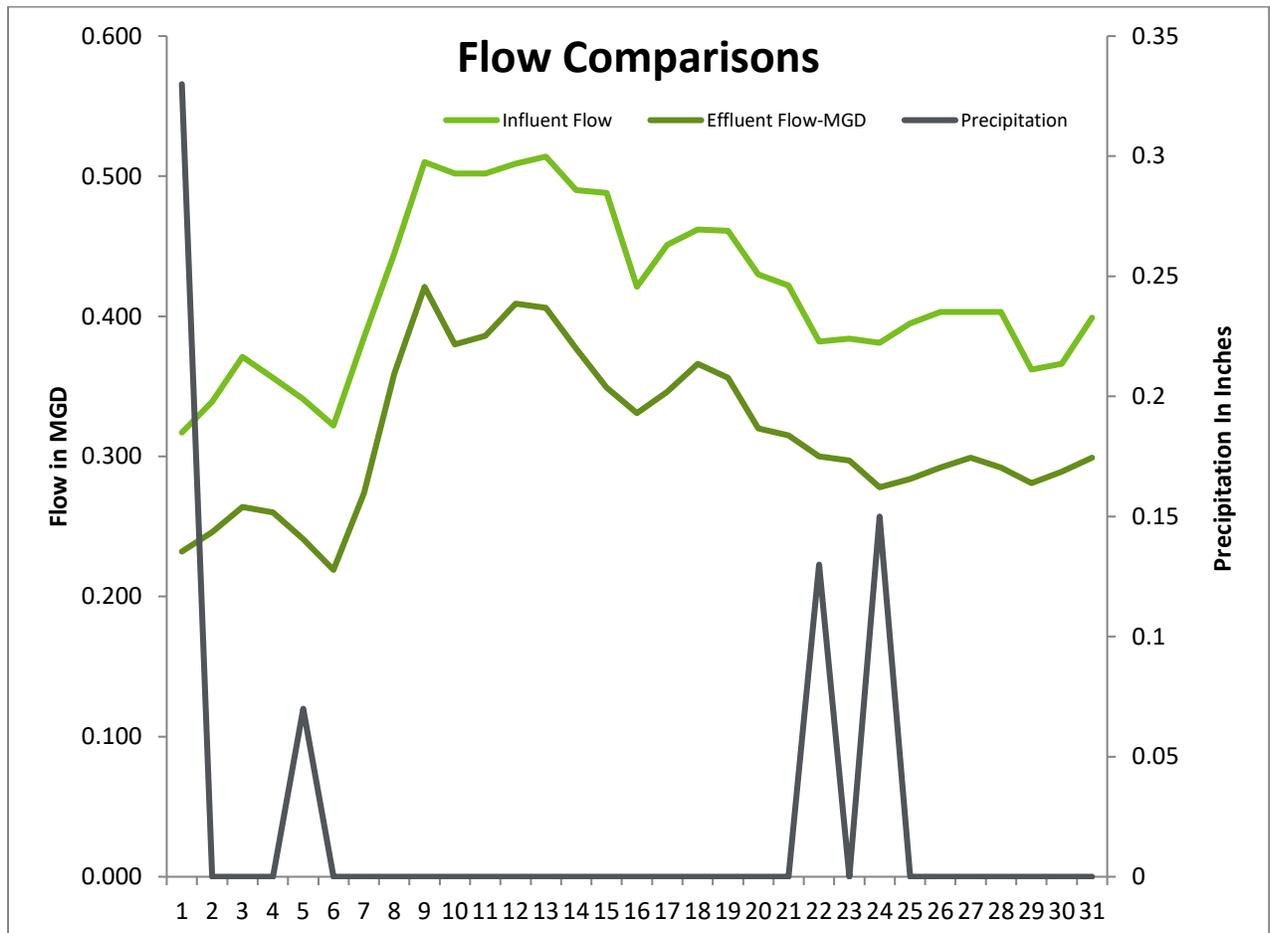
EMERGENCY ALARM CALL- OUTS

There was two (2) after- hours emergency call outs during January 2022.

- Staff received one call-out on January 26, 2022, for a sewer backup at a resident on Riverside Drive. Staff found the issue to be homeowner's lateral, which isn't the City's responsibility.
- Staff responded to a Raw Pump #1 alarm on January 31, 2022. Upon arrival staff found the pump was plugged with rags and other debris so it was taken out of service. All three (3) pumps were unclogged the following morning when the task could be completed safely with two (2) staff members.

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 January 2022. The average influent flow during the period was 417,000 gallons per day and the average effluent flow during the period was 315,000 gallons per day. We had six (6) days of measurable precipitation which totaled 0.68 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



APPENDIX “A”

City of Portland, Michigan

January 2022

FINAL EFFLUENT

DAY	CBOD -5					T.S.S					V.S.S			TOTAL PHOSPHORUS			pH	DO	FECAL		AMMONIA	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	NITROGEN		
		7-day		7-day	Rem.		7-day		7-day	Rem.				Rem.			cts/100 ml	7-day	mg/l	lbs/day		
		Avg		Avg			Avg		Avg									GEO				
1																						
2																						
3	3.9		8.6		97	2.0		4.4		99	0.8	0.641	1.4	90	7.1	5.9	116					
4	3.6		7.8		98	5.6		12.1		96	4.8	0.978	2.1	84	7.0	5.9	116					
5	3.2		6.4		99	2.8		5.6		98	1.2	1.080	2.2	85	7.0	5.7	10					
6																						
7		3.6		7.6			3.5		7.4									51				
8		3.6		7.6			3.5		7.4									51				
9		3.6		7.6			3.5		7.4									51				
10	3.7	3.5	11.7	8.7	98	1.6	3.3	5.1	7.6	98	0.8	0.664	2.1	73	6.8	6.2	6	19				
11	3.5	3.5	11.3	9.8	97	3.6	2.7	11.6	7.4	98	3.6	0.956	3.1	78	7.0	6.1	56	15				
12	3.1	3.4	10.6	11.2	98	4.4	3.2	15.0	10.6	97	4.4	1.330	4.5	69	7.1	6.6	10	15				
13		3.4		11.2			3.2		10.6									15				
14		3.4		11.2			3.2		10.6									15				
15		3.4		11.2			3.2		10.6									15				
16		3.4		11.2			3.2		10.6									15				
17	4.3	3.6	12.4	11.4	97	7.2	5.1	20.8	15.8	94	4.8	0.740	2.1	81	6.9	5.7	3	12				
18	3.1	3.5	9.5	10.8	98	4.0	5.2	12.2	16.0	97	2.8	0.630	1.9	86	7.1	5.9	10	7				
19	3.0	3.5	8.9	10.3	97	6.0	5.7	17.8	16.9	96	3.2	0.610	1.8	85	7	6.0	110	15				
20		3.5		10.3			5.7		16.9									15				
21		3.5		10.3			5.7		16.9									15				
22		3.5		10.3			5.7		16.9									15				
23		3.5		10.3			5.7		16.9									15				
24	3.1	3.1	7.2	8.5	99	4.4	4.8	10.2	13.4	99	4.0	0.371	0.9	94	7.1	6.7	6	19				
25	3.1	3.1	7.3	7.8	98	2.8	4.4	6.6	11.5	98	2.8	0.350	0.8	93	6.9	6.9	6	16				
26	4.1	3.4	10.0	8.2	99	5.2	4.1	12.7	9.8	98	4.8	0.396	1.0	93	7.2	6.9	8	7				
27		3.4		8.2			4.1		9.8									7				
28		3.4		8.2			4.1		9.8									7				
29		3.4		8.2			4.1		9.8									7				
30		3.4		8.2			4.1		9.8									7				
31	4.2	3.8	10.5	9.3	99	3.2	3.7	8.0	9.1	99	2	0.611	1.5	90	7.1	5.2	120	18				
M/M																						
TL																						
GA																						
ME	3.5		9.4		98	4.1		10.9		98	3.1	0.72	2.0	85		6.1	19.3	#####	####			
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

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

January 2022

RAW INFLUENT

DAY	WEATHER		FLOW DATA						TEMP	PH	CBOD - 5 Day		TSS		V.S.S	TOTAL		Day			
	Type	Precip	Total		Total		Peak	Min											PHOSPHORUS		
			Effluent	7-day	Influent	7-day					°C	SU	mg/l	lbs/day		mg/;	lbs/day		mg/l	mg/l	lbs/day
	Code	Inches	mgd	Avg	mgd	Avg	mgd	mgd													
1	357	0.33	0.232		0.317		0.55	0.20										1			
2	237	0.00	0.246		0.339		0.51	0.21										2			
3	27	0.00	0.264		0.371		0.68	0.20	12.5	7.3	138	427	140	433	108	6.5	20	3			
4	237	0.00	0.260		0.356		0.63	0.17	12.6	7.4	156	463	152	451	132	6.3	19	4			
5	357	0.07	0.241		0.341		0.63	0.19	12.8	7.4	255	725	160	455	152	7.2	20	5			
6	3,7	T	0.219		0.322		0.58	0.15										6			
7	2,7	0.00	0.274	0.248	0.385	0.347	0.70	0.44										7			
8	1,2,3	0.00	0.359	0.231	0.445	0.317	0.72	0.35										8			
9	278	0.00	0.421	0.291	0.510	0.390	0.76	0.44										9			
10	2378	0.00	0.380	0.308	0.502	0.409	0.81	0.25	13.4	7.0	195	816	84	352	52	2.5	10	10			
11	27	0.00	0.386	0.326	0.502	0.430	0.78	0.36	11.9	7.1	136	569	148	620	144	4.3	18	11			
12	2	0.00	0.409	0.350	0.509	0.454	0.75	0.34	12.9	7.2	175	743	170	722	154	4.3	18	12			
13	23	0.00	0.406	0.376	0.514	0.481	0.81	0.37										13			
14	27	0.00	0.377	0.391	0.490	0.496	0.77	0.33										14			
15	17	0.00	0.349	0.390	0.488	0.502	0.79	0.30										15			
16	1	0.00	0.331	0.377	0.421	0.489	0.67	0.31										16			
17	1	0.00	0.346	0.372	0.451	0.482	0.77	0.35	13.1	6.8	158	594	116	436	108	4.0	15	17			
18	1	0.00	0.366	0.369	0.462	0.476	0.75	0.33	14.9	7.4	161	620	132	509	116	4.5	17	18			
19	1	0.00	0.356	0.362	0.461	0.470	0.69	0.26	17.3	7.2	92.5	356	164	631	140	4.0	15	19			
20	37	0.00	0.320	0.349	0.430	0.458	0.75	0.33										20			
21	37	0.00	0.315	0.340	0.422	0.448	0.88	0.25										21			
22	357	0.13	0.300	0.333	0.382	0.433	0.63	0.24										22			
23	1,2	0.00	0.297	0.329	0.384	0.427	0.63	0.25										23			
24	2,5	0.15	0.278	0.319	0.381	0.417	0.66	0.24	12.8	7.4	265	842	324	1030	292	6.3	20	24			
25	7	0.00	0.284	0.307	0.395	0.408	0.65	0.25	12.7	7.1	189	623	180	593	168	5.2	17	25			
26	7	0.00	0.292	0.298	0.403	0.400	0.68	0.25	11.8	7.4	280	941	280	941	252	6.0	20	26			
27	3,5	t	0.299	0.295	0.403	0.396	0.63	0.27										27			
28	7	0.00	0.292	0.292	0.403	0.393	0.67	0.22										28			
29	7	t	0.281	0.289	0.362	0.390	0.60	0.34										29			
30	237	0.00	0.289	0.288	0.366	0.388	0.63	0.30										30			
31	23	0.00	0.299	0.291	0.399	0.390	1.80	0.24	11.6	7.6	320	1065	292	972	276	6.3	21	31			
TL		0.68	9.768		12.916		22.56	8.73	170.3	94.3											
MAX																					
ME		0.02	0.315		0.417		0.73	0.28	13.1	7.3	194	616	180	626	161	5.2	18				
REMARKS:																					

City of Portland, MI

January 2022

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	7.5	12.7		3467		30	86	5.4	1.44	0.5399		9.03	407	0.254
2	24	7.2	5.1		3625		33	91	6.5	1.44	1.2088		10.50	1059	0.261
3	24	6.9	4.8	0.10	3812	2983	35	92	6.0	1.44	0.6191	0.4873	23.00	1187	0.254
4	24	7.3	6.0	0.12	3354	2579	32	95	6.9	1.44	0.5035	0.3908	19.80	832	0.234
5	24	7.7	4.7	0.20	3262	2465	32	98	6.0	1.44	0.6048	0.4675	20.75	1046	0.218
6	24	8.0	5.8		3158		29	92	6.9	1.44	0.4859		19.98	810	0.215
7	24	6.8	5.1		2881		29	101	7.2	1.44	0.5085		19.97	847	0.246
8	24	6.0	9.5		2918		30	103	7.1	1.44	0.6044		9.13	460	0.275
9	24	5.5	14.3		2783		30	108	7.3	1.44	0.4132		8.41	290	0.270
10	24	5.6	1.7	0.21	3188	2559	30	94	6.9	1.44	1.5474	1.3913	21.99	2837	0.263
11	24	5.5	3.7	0.18	2707	2083	28	103	9.5	1.44	0.5938	0.4647	21.93	1086	0.281
12	24	5.2	4.2	0.24	2751	2115	30	109	6.2	1.44	0.5878	0.4378	20.01	981	0.323
13	24	5.1	3.5		2694		28	104	5.6	1.44	0.6560		20.91	1144	0.329
14	24	5.3	4.2		2875		30	104	6.7	1.44	0.6423		19.16	1026	0.322
15	24	5.3	9.8		2918		31	106	8.2	1.44	0.5945		8.96	444	0.327
16	24	5.7	10.3		3165		34	107	8.5	1.44	0.6553		8.43	461	0.334
17	24	5.5	4.1	0.15	3372	2606	37	110	7.0	1.44	0.6497	0.4849	22.80	1235	0.324
18	24	5.5	2.4	0.15	3603	2808	37	103	5.8	1.44	1.2306	1.0638	21.60	2217	0.324
19	24	5.4	3.5	0.10	3255	2493	33	101	6.9	1.44	0.7400	0.5596	22.60	1395	0.330
20	24	5.7	3.2		3104		30	97	5.8	1.44	0.7483		23.35	1457	0.325
21	24	6.0	4.3		2814		28	100	7.0	1.44	0.5182		22.50	972	0.295
22	24	6.0	11.8		2944		31	105	7.2	1.44	0.5302		8.42	372	0.330
23	24	6.1	11.4		3457		36	104	6.4	1.44	0.6181		8.75	451	0.322
24	24	6.0	4.5	0.21	3454	2673	40	116	6.8	1.44	0.6609	0.4908	20.89	1152	0.338
25	24	6.0	4.3	0.17	3122	2443	34	109	6.4	1.44	0.5695	0.4436	23.02	1093	0.320
26	24	6.0	4.1	0.29	2818	2175	29	103	7.8	1.44	0.5218	0.4007	23.64	1029	0.314
27	24	6.1	3.9		2658		29	109	8.1	1.44	0.5612		21.78	1019	0.296
28	24	6.2	3.3		2542		26	102	7.9	1.44	0.6770		20.16	1138	0.293
29	24	7.0	9.2		2471		28	113	7.8	1.44	0.5658		8.47	400	0.252
30	24	7.0	11.0		2830		29	102	7.8	1.44	0.5466		8.41	383	0.248
31	24	6.6	4.1	3109.40	2905	0.2294	30	103	6.6	1.44	0.5812	0.4569	21.99	1066	0.252
TL													540.34	30298	8.969
ME	24	6.2	6.1	239.35	3062	2306	31	102	7.0	1.44	0.6608	0.5800	17.43	977	0.289
REMARKS:															

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

City of Portland, MI

January 2022

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	no		4600	152				3	10.0
2	yes		5800	120	43	23	57	3	11.0
3	yes		5500	160				3	28.0
4	yes	54.0	4100	152				3	17.0
5	no		4300	160				3	26.0
6	no		4500	176				6	25.0
7	no		2600	144				6	27.0
8	no		2700	152				6	15.0
9	no		3700	152				6	10.0
10	yes		1300	160	195	116	227	6	32.0
11	yes		2500	192				6	25.0
12	yes		1900	168				6	29.0
13	no		1800	152				6	31.0
14	no		2700	192				20	21.0
15	no		2500	168				20	10.0
16	no		2200	168				20	11.0
17	yes		3800	168				20	32.0
18	yes	54.0	2600	184	161	101	206	20	32.0
19	yes		3100	176				20	33.0
20	no		4100	152				20	32.0
21	no		3900	152				20	31.0
22	no		3100	168				20	10.0
23	no		2900	168				20	10.0
24	yes		3700	168				20	29.0
25	yes		2200	160				20	29.0
26	yes		4600	168				20	28.0
27	no		3100	152				16	32.0
28	no		3700	176				16	26.0
29	no		2700	152				16	12.0
30	no		2700	180				16	11.0
31	yes	54.0	2300	176	312	200	353	16	29.0
TL		162.0	101200.0	5068	711	440	843	403	704.0
ME		54.0	3265	163	178	110	211	13	22.7
	REMARKS:								

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

City of Portland, MI

January 2022

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	2330												
2	2663												
3	9382												
4	6780												
5	6144	7.9	79	0.20	6.9	14.8	29.8	6.8	1.2	64	0.2	53	
6	5387												
7	5781												
8	1937												
9	1665												
10	8081												
11	7385												
12	6477	7.6	77	0.20	6.9	12.6	31.1	6.8	1.4	65	0.07	45	
13	6810												
14	6901												
15	2815												
16	2573												
17	8474												
18	8081												
19	7930	6.5	76	0.21	7.0	13.8	27.9	6.8	1.6	66	0.12	39	
20	7415												
21	7234												
22	2058												
23	2421												
24	7264												
25	7203												
26	7173	6.6	78	0.20	7.0	11.2	31.3	6.9	1.8	66	0.043	45	
27	5872												
28	6144												
29	1392												
30	1725												
31	6628												
TL	170125												
ME	5728	7.2	78	0.20	7.0	13.1	30.0	6.8	1.5	65		45	
	REMARKS:		Loading Rate = .02 -.10 lb/cu. ft.										

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

January 2022

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	1599							0.0					
2	1066							0.0					
3	3198							0.0					
4	2931.5							0.0					
5	1066							0.0					
6	2665							0.0					
7	5863							0.0					
8	1332.5							0.0					
9	3731							0.0					
10	2665							0.0					
11	4264							0.0					
12	3198							0.0					
13	5596.5							0.0					
14	2665							0.0					
15	1865.5							0.0					
16	2132							0.0					
17	3731							0.0					
18	2665							0.0					
19	2665							0.0					
20	3198							0.0					
21	3731							0.0					
22	1066							0.0					
23	0							0.0					
24	0							0.0					
25	1599							0.0					
26	1599							0.0					
27	0							0.0					
28	3198							0.0					
29	1599							0.0					
30	2132							0.0					
31	3198							0.0					
TL	74620							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
MARCH 8, 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)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund Payroll and Accounts payable for the month of January 2022-\$1,158,044.90
 - D. Approve payments of Health Department Payroll and Accounts payable for the month of January 2022-\$110,956.46
 - E. Approve payments of Road Department payroll and accounts payable for the month of January 2022-\$421,423.78
- VII. Unfinished Business**
- VIII. New Business**
 - A. Approval of County Administrator Interim
 - B. Approval of Interim Finance Director/Payroll
 - C. Request to fill full time position deputy Register of Deeds- Rhonda Lake
 - D. Request signature on No Wrong Door Grant Agreement with AAAWM- Carol Hanulcik
 - E. Request approval of Grant Agreement between Michigan Center for Rural Health and Ionia County Health Department- Ken Bowen
 - F. Request to Replace Folder/Inserter/Sealer in Treasurer's office- Judy Clark
 - G. Request the use of ARPA funds to agreement with Fidlar Technologies-Greg Geiger
 - H. Request to Approve Grant for Animal Shelter-Carly Quinn
- IX. Department Reports**
 - A.

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

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MARCH 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. Discussion about Family Shelter- Kim Cain Have Mercy
 - B. Request Approval to hire Friend of the Court Case Manager- Jessica Wierckz
 - C. Resolution to Authorize signing of the contract for Cutler Road Bridge project
- IX. Department Reports**
 - A. Register of Deeds Annual Reports-Rhonda Lake
 - B. Public Defenders Bi-Monthly Report- Walt Downes
 - C. MSU Extension Semi-Annual Report-Bill Hendrian
- 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