

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 reevaluate 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