



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

7:00 P.M. Monday, October 17, 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)	
7:05 PM	V. <u>City Manager Report</u>	
7:15 PM	VI. <u>Presentations</u>	
	A. Jon Moxey of Fleis & VandenBrink – Kent Street Improvement Project Update	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:30 PM	A. Proposed Resolution 22-83 Approving Fleis & VandenBrink’s Proposal to Provide Design Engineering Services for the Kent Street Improvement Project	Decision
7:32 PM	B. Proposed Resolution 22-84 to Opt Out of the Low-Income Energy Assistance Fund Created by Public Act 95 of 2013	Decision
7:35 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on October 3, 2022	
	B. Payment of Invoices in the Amount of \$186,530.74 and Payroll in the Amount of \$119,313.87 for a Total of \$305,844.61	
	C. Purchase Orders over \$5,000.00 - None	
	XI. <u>Communications</u>	
	A. Planning Commission Minutes for September 14, 2022	
	B. Water Department Report for September 2022	
	C. Wastewater Treatment Plant Report for September 2022	
	D. Ionia County Board of Commissioners Agenda for October 11, 2022	
	E. Ionia County Board of Commissioners Agenda for October 18, 2022	

**Estimated
Time**

7:40 PM

7:45 PM

7:50 PM

7:55 PM

XII. Other Business – None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

**Desired
Outcome**

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-83

**A RESOLUTION APPROVING FLEIS & VANDENBRINK’S PROPOSAL
TO PROVIDE DESIGN ENGINEERING SERVICES FOR THE KENT
STREET IMPROVEMENT PROJECT**

WHEREAS, the Kent Street Improvement Project (the “Project”) is anticipated to begin construction in 2023 or 2024; and

WHEREAS, Fleis & VandenBrink has submitted a proposal to provide design engineering services for the Project in the amount of \$98,600.00, as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink’s Proposal to provide design engineering services for the Kent Street Improvement Project in the amount of \$98,600.00 as outlined in 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: October 17, 2022

Monique I. Miller, City Clerk



September 30, 2022

Via Email: citymanager@portland-michigan.org

Tutt Gorman, City Manager
City of Portland
259 Kent Street
Portland, MI 48875

RE: Kent Street Improvements – Design Engineering Services

Dear Tutt:

We are nearing the end of the conceptual design and funding application stage of the Kent Street project. As you are aware, the project is anticipated to include the following scope of improvements (Academy Street to Grand River Avenue):

- Sanitary Sewer Replacement
- Water Main Replacement
- Storm Sewer Improvements (MDOT Small Urban funding)
- Road Reconstruction (MDOT Small Urban funding)
- Streetscape Improvements (MDOT TAP funding):
 - Sidewalk Replacement
 - Tree Removal and Replacement with Trees/Planters
 - Bridge Street Intersection Enhancement
 - Street Light Relocation
 - Bridge Street Sidewalk Paver Replacement (with Stamped Concrete)
 - Wayfinding Signage
 - Site Furniture (Bike Racks, Benches and Trash Receptacles)

Once council provides final direction on angled vs. parallel parking, we are to a point where formal design engineering can proceed. As you heard in our meetings with MDOT, the MDOT Local Agency Programs process can be a lengthy one to navigate. We have completed some of the initial steps in the process, but it is important to begin design as soon as possible to stay on track. As such, we have prepared the attached Work Plan for design engineering services for your review.

We propose to complete the work as described at our standard hourly rates plus reimbursable expenses in accordance with the following budget:

<u>Task</u>	<u>Budget</u>
Preliminary Design	\$66,200
Permitting	\$4,800
<u>Final Design & Bidding Assistance</u>	<u>\$27,600</u>
Total Proposed Budget	\$98,600

**2960 Lucerne Drive SE
Grand Rapids, MI 49546**
P: 616.977.1000
F: 616.977.1005
www.fveng.com

We will prepare a Work Plan and Engineering Budget for construction phase services once the construction schedule has been established.

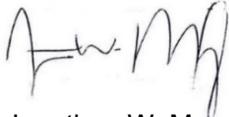
We anticipate the following schedule for design engineering:

- Authorization to Proceed: October, 2022
- Preliminary Design & Permitting: October – December, 2022
- Grade Inspection Meeting with MDOT: January, 2023
- Final Design: February – March, 2023
- Submit to MDOT: April/May, 2023
- MDOT Obligation of Funds: May/June, 2023
- Bid Letting & Construction: To Be Determined

Authorization to proceed with the work under our existing Professional Services Agreement for General Consultation dated March 16, 1993 can be given by returning a copy this proposal, signed below as indicated. In the meantime, please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.
Project Manager



Don DeVries, P.E.
Principal

Enclosure

**AUTHORIZATION TO PROCEED WITH
DESIGN ENGINEERING SERVICES FOR KENT
STREET IMPROVEMENTS**

By: _____

Title: _____

Date: _____

WORK PLAN

A. DESIGN ENGINEERING SERVICES

Preliminary Design & Permitting Phase

1. Meet with City staff to review the project background, scope, schedule and budget. Review streetscape details and location of various elements.
2. Complete the environmental review and consultation process with MDOT and other applicable agencies that was initiated during conceptual design. Prepare and submit the final MDOT Form 5323.
3. Prepare the Program Application for the project and submit the signed version to MDOT.
4. Draft preliminary design including the following items in accordance with MDOT's guidelines for Local Agencies. We anticipate the plans to consist of the following:
 - a. Title sheet.
 - b. Maintaining traffic details
 - c. Typical construction notes and details
 - d. Plan and profile sheets
 - e. Streetscape details
 - f. Permanent signing and pavement marking plan
5. Prepare and submit the soil erosion and sedimentation control permit and MDOT right-of-way permit for the project.
6. Prepare and submit EGLE permit applications for water main and sanitary sewer replacement.
7. Prepare the preliminary construction cost estimate.
8. Prepare special provisions for modified or non-standard work items in accordance with MDOT requirements.
9. Evaluate impact of proposed improvements on private and other public utilities such as gas, electric, telephone and cable TV. Send copies of preliminary plans to utility companies for review and coordination of possible utility relocations required for the project.
10. Present preliminary plans to council at a regular meeting or workshop.
11. Submit the preliminary bid package materials to MDOT and attend the Grade Inspection meeting (GI).

Final Design & Bidding Assistance Phase

1. Complete final design and prepare final construction drawings and special provisions in accordance MDOT standards. (Incorporate comments from the GI review).
2. Coordinate final utility relocation issues, if any, in conjunction with the final plan preparation.
3. Prepare updated estimate of probable construction cost and special provisions.
4. Submit final drawings, specifications, bid items and cost estimate to MDOT electronically in accordance with current standards.
5. Make final revisions as required by MDOT, if applicable.
6. Review the draft proposal prepared by MDOT on behalf of the City.
7. Answer questions and assist with addenda, as needed, during bidding (administered by MDOT).
8. Review the bid results and tabulation with the City.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-84

A RESOLUTION TO OPT OUT OF THE LOW-INCOME ENERGY ASSISTANCE FUND CREATED BY PUBLIC ACT 95 OF 2013

WHEREAS, on July 1, 2013, the State of Michigan passed Public Act 95 (PA 95) that requires all electric utilities to charge up to \$0.99 per month on customer bills to raise revenue that would go into the Low-Income Energy Assistance Fund administered by the State to provide heating assistance to needy individuals; and

WHEREAS, City staff have projected that this could cost City Electric customers up to \$30,000 per year; and

WHEREAS, PA 95 provides that a municipally owned electric utility or a cooperative electric utility may annually opt out of collecting funds for the Low-Income Energy Assistance Fund and that a utility that opts out cannot shut off electricity to a residential customer from November 1 to April 15 for nonpayment of a delinquent account; and

WHEREAS, the City of Portland has previously adopted electric shut-off rules that protect low-income and senior citizens from electric shut-offs from November 1 to April 15 and that opting out of collecting funds for the Low-Income Energy Assistance Fund would extend protection from shut-offs during the heating season to all residential customers and not raise all customers rates by up to \$0.99 per month; and

WHEREAS, the City of Portland has opted out of this program since 2013.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the opting out of collecting funds for the Low-Income Energy Assistance Fund for the next year rather than raise all customers' electric bills by up to \$0.99 per month.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: October 17, 2022

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 3, 2022

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Guests: Joe Benjamin of Fleis & VandenBrink; Kathy Parsons

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

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted the auditors with Maner Costerisan were in to perform the Fiscal Year 2021/2022 Audit and thanked Finance Director Tolan and staff for all of their hard work.

Joe Benjamin of Fleis & VandenBrink will provide information tonight on the reduction in the scope of the Wastewater Treatment Plant project in order to keep the cost below the bond ceiling.

City Manager Gorman noted he will meet with MDOT next week in regard to TAP funding for the Kent Street Improvement Project. He hopes to have a recommendation on the design for Council to consider at its October 17, 2022 meeting. The process of collecting the easements for the project is ongoing.

The Water Meter Replacement Program, that was funded with \$400,000 in ARPA funds, will begin later this month. Representatives of SLC Meter will be contacting residents and installing the new water meters.

The Parks Department is beginning the process of revising its 5-year Capital Improvement Plan.

The Planning Commission will meet Wednesday, October 12, 2022 to continue the site plan review for the proposed car wash at 1501 E. Grand River Ave.

City Manager Gorman noted there has been no information provided by Mayberry Homes outlining their plans for the Rindlehaven property.

Under Presentations, Joe Benjamin of Fleis & VandenBrink provided an update on the Wastewater Treatment Plant Project. He stated that most of the work related to the collections system will be pulled from the project in order to lower the total project cost. Through direct negotiations with contractors Fleis & VandenBrink has been able to get the project cost down to \$12.75 million and are ready to move forward with construction. Depending on contingency items, some items in the contract that have been deferred may be able to be added back later.

Mr. Benjamin further noted that Fleis & VandenBrink would like to submit a Notice of Intent to apply for future grant dollars for project items that are being deferred.

There was discussion.

DDA Director ConnerWellman presented her Downtown Report.

Under New Business, the City Council considered Resolution 22-76 to approve Change Order No. 1 to the Design-Build Contract with F&V Construction for the Wastewater Treatment Plant Project.

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 22-76 approving Change Order No. 1 to the Design-Build Contract with F&V Construction for the Wastewater Treatment Plant Project.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 22-77 to approve a proposal from Theka Engineering in the amount of \$180,300.00 to provide design services for a new substation for the City's electric utility system.

Motion by Johnston, supported by VanSlambrouck, to approve Resolution 22-77 approving a proposal from Theka Engineering to provide distribution substation design services for the City's electric utility system.

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-78 to approve a proposal from Fence Consultants of West Michigan in the amount of \$39,547.00 for fence repairs at the Municipal Hydro Dam.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-78 approving a proposal from Fence Consultants of West Michigan to perform fence repairs at the Municipal Hydro Dam.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None
Adopted

The Council considered Resolution 22-79 to approve the purchase of Advanced Meter Infrastructure (AMI) Technology in the amount of \$40,167.04. These water meters will be used to complete the transition of all water meters to the new technology and for inventory purposes.

Motion by Sheehan, supported by Fitzsimmons, to approve Resolution 22-79 approving the purchase of Advanced Meter Infrastructure (AMI) Technology.

Yeas: Sheehan, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 22-80 to approve payment to F&V Construction in the amount of \$83,000.00 for work performed on the Wastewater Treatment Plant Project.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-80 approving payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 22-81 to approve a License Agreement to permit holding a Haunted House at the Red Mill in October.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-81 approving, authorizing, and directing the Mayor and City Clerk to sign a License Agreement to permit holding a Haunted House at the Red Mill.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-82 to approve a Michigan Department of Transportation (MDOT) Performance Resolution for undergrounding work to be performed by the City underneath I-96 near Okemos Rd.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-82 approving a Michigan Department of Transportation Performance Resolution for undergrounding work to be performed by the City.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on September 19, 2022, payment of invoices in the amount of \$280,444.84 and payroll in the amount of \$134,558.16 for a total of

\$415,003.00. Purchase orders to Stryker Medical in the amount of \$5,469.75 for a wall cabinet and three AED First Responder Kits, Civic Plus in the amount of \$7,091.12 for the MuniCode Administration Fee and Annual Web Hosting, S&P Global Ratings in the amount of \$17,625.00 for analytical services rendered on the Sanitary Sewer Jr. Lien Revenue Bonds, MFCI, LLC in the amount of \$34,000.00 for financial advisory fees for the Sanitary Sewer Jr. Lien Revenue Bonds, and Dickinson & Wright in the amount of \$47,000.00 for Bond Counsel in connection with the Issuance of the Sanitary Sewer Jr. Lien Revenue Bonds were also included.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that trick-or-treating will be held in the City of Portland on Halloween, Monday, October 31, 2022 from 6:00 – 8:00 P.M.

City Clerk Miller provided information on the upcoming General Election that will be held on Tuesday, November 8, 2022.

City Manager Gorman reminded residents that election signs are not allowed in the public right-of-way.

City Manager Gorman noted that the windows were washed and roof repairs were made to City Hall this past week.

Under Council Comments, Council Member Johnston noted that tickets for Shrek the Musical will go on sale next week. She also noted the Portland Civic Players have received a grant in the amount of \$24,500.00 for their marquee project.

Council Member Sheehan congratulated the two new Eagle Scouts, Jackson Weygandt and Jon Dodson, on their accomplishments.

Mayor Pro-Tem VanSlambrouck noted The Soup Project kicked off on Saturday, October 1, 2022. This is a great new project that will serve home bound individuals in the area.

Mayor Barnes noted that parking enforcement of the no parking ban on City streets will begin November 1st. He further thanked the Police Department for all of their efforts.

Mayor Barnes further noted the substation project may seem mundane but it is necessary to maintain the integrity of the City's electric system.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:58 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the October 3, 2022 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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

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

Presentation - Joe Benjamin of Fleis & VandenBrink provided an update on the Wastewater Treatment Plant Project.

Presentation – DDA Director ConnerWellman presented her Downtown Report.

Approval of Resolution 22-76 approving Change Order No. 1 to the Design-Build Contract with F&V Construction for the Wastewater Treatment Plant Project.

All in favor. Adopted.

Approval of Resolution 22-77 approving a proposal from Theka Engineering to provide distribution substation design services for the City’s electric utility system.

All in favor. Adopted.

Approval of Resolution 22-78 approving a proposal from Fence Consultants of West Michigan to perform fence repairs at the Municipal Hydro Dam.

All in favor. Adopted.

Approval of Resolution 22-79 approving the purchase of Advanced Meter Infrastructure (AMI) Technology.

All in favor. Adopted.

Approval of Resolution 22-80 approving payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.

All in favor. Adopted.

Approval of Resolution 22-81 approving, authorizing, and directing the Mayor and City Clerk to sign a License Agreement to permit holding a Haunted House at the Red Mill.

All in favor. Adopted.

Approval of Resolution 22-82 approving a Michigan Department of Transportation Performance Resolution for undergrounding work to be performed by the City.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:58 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
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	413.79
BESCO WATER TREATMENT	02735	WTR TREATMENT FOR ENGINES - ELECTRIC	27.40
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	39.99
FAMILY FARM & HOME	01972	HIGH GRADE SEEING MULCH - ELECTRIC	47.97
AUTOMATED BUSINESS EQUIPMENT	00027	2X SEALING SOLUTION - GEN	32.00
CHRISTOPHER TURNER	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	50.00
MONICA HATT	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	50.00
JOHN KNOOP	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	50.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	10.59
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	905.84
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	33.56
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	17.10
CINTAS	00083	MEDICAL CABINET REFILLS - CITY HALL	341.10
ROBERT W LAMSON, PHD	02770	FITNESS FOR DUTY B SMITH - AMB	2,580.00
COMPLIANCE SIGNS, LLC	02766	DAM SAFETY SIGNS - ELECTRIC	1,037.12
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,494.72
CULLIGAN	02130	3X WATER CITY HALL - GEN	22.25
CULLIGAN	02130	4X WATER - POLICE	23.00
CULLIGAN	02130	1X WATER - WW	8.75
CULLIGAN	02130	COOLER RENTAL - WW	15.00
DON FOX	02717	SMEMSIC CONF REIM - AMB	160.00
DORNBOS SIGN, INC.	00067	SIGNS, SUPPLIES - MAJ, LOC. STS, WTR, MP	755.72
ELHORN ENGINEERING	00139	EL CHLOR CARBOY - WATER	449.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	10,387.67
GRAINGER, INC.	00172	TOOLS - ELECTRIC	211.12
GRAINGER, INC.	00172	LOCKOUT SUPPLIES - ELECTRIC	521.95
GRAINGER, INC.	00172	LOCKOUT SUPPLIES - ELECTRIC	388.75
GRANGER	00175	REFUSE - POLICE, COMM PROMO	86.00
GRANGER	00175	REFUSE - ELECTRIC	86.00
GRANGER	00175	REFUSE - WW	152.58
GRANGER	00175	REFUSE - MP, PARKS, CEM	374.26

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES WINDOWS - CITY HALL	1,036.50
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	280.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	140.00
HAMLETT ENVIRONMENTAL	02699	MACHNICAL SEAL FOR PUMP - WW	1,060.00
HAMMOND FARMS NORTH	02518	TOP SOIL - WATER	109.50
HAMMOND FARMS NORTH	02518	TOP SOIL - MAJ STS	109.50
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
INTEGRITY MOBILE SERVICES, LLC	02749	PAINT TRANSFORMER - ELECTRIC	4,085.00
INTEGRITY MOBILE SERVICES, LLC	02749	PAINT RECLOSER CABINET - ELECTRIC	500.00
TIM KRIZOV	01897	CLOTHING ALLOW - WW	222.59
MENARDS	00260	GARDEN STAKES, PAINT, MALLET - ECON DEV	99.82
MENARDS	00260	HARDWARE - ELECTRIC	108.36
MUNICIPAL SUPPLY CO.	00324	ALL WEATHER PVC GLUE - ELECTRIC	191.40
PLB PLANNING GROUP LLC	02504	CAR WASH CONSULTATION - CODE	2,661.10
PORTLAND IRON & METAL, INC.	02730	USED STEEL PLATE - ELECTRIC	230.66
PROGRESSIVE INS CO	MISC	INSURANCE OVER PYMT - AMB CALL# P21-0910NR	791.00
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENT - MTR POOL	252.65
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENT - AMB	336.28
PURITY CYLINDER GASES, INC.	00380	OXYGEN, HAZ MAT FEE - AMB	140.28
RESCO	00392	SECURITY ST LIGHTS - ELECTRIC	3,708.90
RESCO	00392	CONTACTOR FOR LED ST LIGHTS - ELECTRIC	2,763.43
RESCO	00392	FIBERGLASS REPAIR KIT - ELECTRIC	667.17
SELBY LAWN CARE	02736	LAWN SERVICE - ELECTRIC	375.00
SHARE CORPORATION	02620	SAFETY EYE GLASS SHIELDS - ELECTRIC	103.92
STAR THOMAS	01654	REIMB FOR SUPPLIES - POLICE, AMB	480.22
RAPID SHRED	02719	SHRED PAPER MI DEAL TRIP CHRG - GEN	29.56
USA BLUEBOOK	01850	SUPPLIES - WW	181.98
USA BLUEBOOK	01850	DOUBLE DIP NITRILE GLOVES/FREIGHT - WW	25.11
USA BLUEBOOK	01850	SUPPLIES - WW	1,344.32
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	209.54
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	24.53

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GREEN PROJECTS GROUP	MISC	33 ENERGY OPTZ REFUNDS - ELECTRIC	3,280.00
GRANGER	00175	REFUSE-REFUSE	12,739.33
FAMILY FARM & HOME	01972	SUPPLIES - LOC STS	13.58
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	16.99
FORTE PAYMENTS, INC.	02522	CC PAYMENTS SEPT 2022- REC	25.02
DICKINSON WRIGHT PLLC	02244	PROFF SVCS THROUGH AUG 31, 2022- GEN, ELECTRIC	1,938.00
SMART BUSINESS SOURCE	02625	COPY PAPER - VAR DEPTS	461.49
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
BERTMAN TOOLS LLC	02430	RUBBER GLOVES - WATER	89.00
THE HUNTINGTON NATIONAL BANK	02659	1ST SNOWPLOW PYMT - MTR POOL	37,356.39
MANER COSTERISAN	02588	CONTRACTUAL SVCS - GEN	486.00
MI MUNICIPAL TREASURERS ASSN	00290	MMTA MEMBERSHIP M TOLAN - GEN	99.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	286.00
GRANGER	00175	STREET SWEEPING/LANDFILL - MAJ STS	792.96
SPARROW IONIA OCCUP HEALTH SERVICE	02275	G SCHNEIDER PHYSICAL DOT - MTR POOL	100.00
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICAL D EASTMAN, A FOX - AMB	352.00
UTILITY SERVICE CO. INC.	02133	QRTLY S TANK - WATER	6,445.19
UTILITY SERVICE CO. INC.	02133	QRTLY HILL ST TANK - WTR	4,868.54
MANER COSTERISAN	02588	FINANCIAL STMT AUDIT FOR FISCAL YR END JUNE 202	10,000.00
RIVERSIDE INTEGRATED SYSTEMS	01441	TROUBLE SHOOT SEC SYST - ELECTRIC	324.75
CAPITAL EQUIPMENT IONIA	02750	TRENCHER RENTAL - ELECTRIC	145.00
GRP ENGINEERING INC.	01994	MISC ENGINEERING - ELECT	510.00
GRP ENGINEERING INC.	01994	GIS MAPPING/ASSET MGMT & SUPPORT - ELECT	217.50
GRP ENGINEERING INC.	01994	DISTRIBUTION SYSTEM ENGINEERING - ELECT	700.00
POWER SYSTEM ENGINEERING	02761	AMI ENGINEERING - ELECTRIC	4,730.00
INTEGRITY MOBILE SERVICES, LLC	02749	DIESEL TANK PAINT - ELECTRIC	250.00
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	62.95
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	49.99
FAMILY FARM & HOME	01972	QUIKRETE - ELECTRIC	7.98
FAMILY FARM & HOME	01972	SEEDNG MULCH - ELECTRIC	31.98
SELBY LAWN CARE	02736	LAWN CARE - ELECTRIC	250.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL SUPPLY CO.	00324	CORRUGATED SOLID PIPE - ELECTRIC	160.00
CHERRY HILL ESTATES	02081	4TH QTR ASSOC/ASSESS FEE OCT-DEC 2022- ECON DEV	90.09
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	1.11
CULLIGAN	02130	3X WATER CITY HALL - GEN	22.25
BLUE CORD CONCRETE CONSTRUCTION	02752	CONCRETE WORK, KENT - ELECT, MAJ STS	4,705.01
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	1,574.00
TRUCK & TRAILER	00461	SUPPLIES - MTR POOL	79.98
BOBCAT OF LANSING	02439	SUPPLIES PM 945 - MTR POOL	251.94
CORRIGAN OIL CO, NO. 11	02693	DIESEL FUEL - MTR POOL	634.96
WOLVERINE CRANE & SERVICE, INC.	02686	CRANE SAFETY INSPECTION - ELECTRIC	619.80
PREMIER SAFETY	02465	METER CALIBRATION/REPAIR - ELECTRIC	237.32
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,620.64
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	13,851.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	9,299.00
USA BLUEBOOK	01850	RUBBER COVERED FIRE HOSE/COUPLING - WW	415.69
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	5,881.00
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	983.16
KARA DOUGHERTY	02767	ASSESSING SERVICES 1ST HALF OCT 2022 - ASSESSOF	1,583.33
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	37.17
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	34.92
BRETT PETTIT	01528	OFFICIAL - REC	94.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	48.00
CULLIGAN	02130	2X WATER - PARKS, CEM	15.50
FAMILY FARM & HOME	01972	BATTERY CHARGER/GLOVES - PARKS, CEM	75.97
COOK BROS EXCAVATING	00101	CEMENT - GRAVEL	360.00
LARRY CUSHION TROPHIES & ENGRAVING	02726	SOFTBALL TROPHIES, BENCH PLAQUE - REC, PARKS	110.00
BSN SPORTS	00911	WHISTLES & LANYARDS - REC	54.96
GRAINGER, INC.	00172	EYE GLASS CLEANER - PARKS, CEM	10.40
MICHIGAN COMPANY, INC.	00273	REPLACE CAP SOAP DISPENSER - PARKS	66.85
HOMETOWN SPORTS, INC.	01326	SOFTBALL SHIRTS CHAMP - REC	192.00
ZERO9 HOLSTERS	02707	SUPPLIES - POLICE	222.65

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CREATIVE PRODUCT SOURCE INC.	01665	HALLOWEEN TOTE - POLICE	215.22
SPARROW IONIA OCCUP HEALTH SERVICE	02275	PHYSICAL DOT K ENZ - MTR POOL	100.00
CONSUMERS ENERGY	00095	GAS SERVICE - WW	17.55
CONSUMERS ENERGY	00095	GAS SERVICE -PARKS	36.31
CONSUMERS ENERGY	00095	GAS SERVICE -	15.21
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	18.76
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	134.73
CONSUMERS ENERGY	00095	GAS SERVICE - WW	608.75
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	197.90
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	28.89
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	627.37
STAR THOMAS	01654	SUPPLIES REIM - POLICE, AMB	790.59
KEUSCH SUPER SERVICE	00228	OIL CHANGE - AMB	85.92
KEUSCH SUPER SERVICE	00228	MAINTENANCE - AMB	1,080.81
KEUSCH SUPER SERVICE	00228	WHEEL SIM - AMB	541.96
MHR BILLING	01780	SEPT BILLING - AMB	2,375.00
KEUSCH SUPER SERVICE	00228	MAINTENANCE - AMB	588.74
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	17.94
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	629.83
POLYDYNE INC.	02196	CLARIFLOC - WW	3,074.04
MENARDS	00260	ICE MELT - WW	294.94
GRAINGER, INC.	00172	SAFETY RELIEF VALVE - WW	79.11
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,217.28
Total:			\$186,530.74

User: ABAUM

DB: Portland

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2022 NORMAL (ABNORMAL)	MONTH 08/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,181,528.00	183,343.60	108,873.85	998,184.40	15.52
101-000-432.000	PILOT-GOLDEN BRIDGE MANOR	1,700.00	0.00	0.00	1,700.00	0.00
101-000-432.001	PILOT- WODA (OLD SCHOOL MANOR)	3,000.00	0.00	0.00	3,000.00	0.00
101-000-445.000	PENALTY & INTEREST	5,350.00	0.00	0.00	5,350.00	0.00
101-000-447.000	TAX COLLECTION FEES	45,500.00	5,431.56	3,363.11	40,068.44	11.94
101-000-451.000	SPECIAL ASSESSMENT FEES	0.00	5.38	5.38	(5.38)	100.00
101-000-476.000	BUSINESS PERMITS	100.00	0.00	0.00	100.00	0.00
101-000-477.000	CABLE TV FEES	17,500.00	3,744.74	3,744.74	13,755.26	21.40
101-000-490.000	NON-BUSINESS PERMITS	75,000.00	14,268.00	7,500.00	60,732.00	19.02
101-000-543.000	ACT 302 POLICE TRAINING GRANT	600.00	0.00	0.00	600.00	0.00
101-000-570.000	LIQUOR FEES	3,900.00	3,070.70	3,070.70	829.30	78.74
101-000-574.000	REVENUE SHARING-CONST SALES	370,456.00	72,828.00	72,828.00	297,628.00	19.66
101-000-574.001	REVENUE SHARING-STAT SALES	114,162.00	19,027.00	19,027.00	95,135.00	16.67
101-000-623.000	TRANSCRIPT FEES	700.00	60.00	20.00	640.00	8.57
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	54,837.66	27,418.83	274,188.34	16.67
101-000-630.000	CEMETERY LOT SALES	9,000.00	950.00	0.00	8,050.00	10.56
101-000-633.000	CEMETERY CARE FEES	6,000.00	307.20	0.00	5,692.80	5.12
101-000-634.000	GRAVE OPENING FEES	12,500.00	2,125.00	1,350.00	10,375.00	17.00
101-000-656.000	DISTRICT COURT FINES	6,500.00	1,419.16	1,021.48	5,080.84	21.83
101-000-661.000	PARKING FINES	2,000.00	10.00	10.00	1,990.00	0.50
101-000-663.000	MISCELLANEOUS FINES	2,500.00	220.00	160.00	2,280.00	8.80
101-000-665.000	INTEREST INCOME	0.00	2,001.33	1,965.56	(2,001.33)	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	946.84	946.13	(946.84)	100.00
101-000-667.000	RENTAL INCOME	9,000.00	1,165.00	850.00	7,835.00	12.94
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	125.00	125.00	(125.00)	100.00
101-000-676.004	DONATION-RED MILL BUILDING	10,000.00	0.00	0.00	10,000.00	0.00
101-000-678.000	MERS FOREITURE REVENUES	0.00	2,209.74	115.84	(2,209.74)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	4,500.00	5,953.38	5,953.38	(1,453.38)	132.30
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	38,710.00	4,146.06	62.34	34,563.94	10.71
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	1,898.40	0.00	101.60	94.92
101-000-699.150	TRANSFER FROM PERP CARE	0.00	5.80	5.29	(5.80)	100.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	178,000.00	0.00	0.00	178,000.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	50,895.00	0.00	0.00	50,895.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	37,453.00	0.00	0.00	37,453.00	0.00
TOTAL REVENUES		2,517,580.00	380,099.55	258,416.63	2,137,480.45	15.10
Expenditures						
100	COUNCIL	25,285.00	53.34	0.00	25,231.66	0.21
172	CITY MANAGER	211,189.00	25,541.47	15,336.93	185,647.53	12.09
201	GENERAL ADMINISTRATION	449,818.00	90,647.53	70,187.36	359,170.47	20.15
257	ASSESSING	53,562.00	9,191.53	4,177.22	44,370.47	17.16
262	ELECTIONS	10,550.00	3,343.49	1,632.27	7,206.51	31.69
265	CITY HALL	88,552.00	13,011.93	7,106.44	75,540.07	14.69
301	POLICE	808,075.00	99,322.34	58,447.78	708,752.66	12.29
371	CODE ENFORCEMENT	46,091.00	4,396.93	2,246.05	41,694.07	9.54
567	CEMETERY	207,173.00	31,185.94	19,231.37	175,987.06	15.05
707	COMMUNITY PROMOTIONS	390,872.00	157,408.89	100,856.46	233,463.11	40.27
728	ECONOMIC DEVELOPMENT	21,750.00	8,238.35	2,006.46	13,511.65	37.88
751	PARKS	236,703.00	43,435.44	24,176.56	193,267.56	18.35
TOTAL EXPENDITURES		2,549,620.00	485,777.18	305,404.90	2,063,842.82	19.05

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2022 NORMAL (ABNORMAL)	MONTH 08/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	2,517,580.00	380,099.55	258,416.63	2,137,480.45	15.10
	TOTAL EXPENDITURES	2,549,620.00	485,777.18	305,404.90	2,063,842.82	19.05
	NET OF REVENUES & EXPENDITURES	(32,040.00)	(105,677.63)	(46,988.27)	73,637.63	329.83

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED	
		AMENDED BUDGET	NORMAL	08/31/2022 (ABNORMAL)	MONTH 08/31/2022 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 105 - INCOME TAX FUND									
Fund 105 - INCOME TAX FUND:									
	TOTAL REVENUES	805,400.00		145,699.43		59,414.74		659,700.57	18.09
	TOTAL EXPENDITURES	1,127,034.00		29,382.50		12,267.98		1,097,651.50	2.61
	NET OF REVENUES & EXPENDITURES	(321,634.00)		116,316.93		47,146.76		(437,950.93)	36.16
Fund 202 - MAJOR STREETS FUND									
Fund 202 - MAJOR STREETS FUND:									
	TOTAL REVENUES	1,273,478.00		376.34		229.92		1,273,101.66	0.03
	TOTAL EXPENDITURES	1,388,032.00		54,163.41		24,325.88		1,333,868.59	3.90
	NET OF REVENUES & EXPENDITURES	(114,554.00)		(53,787.07)		(24,095.96)		(60,766.93)	46.95
Fund 203 - LOCAL STREETS FUND									
Fund 203 - LOCAL STREETS FUND:									
	TOTAL REVENUES	358,239.00		14,540.23		8,652.00		343,698.77	4.06
	TOTAL EXPENDITURES	486,737.00		139,569.22		120,288.56		347,167.78	28.67
	NET OF REVENUES & EXPENDITURES	(128,498.00)		(125,028.99)		(111,636.56)		(3,469.01)	97.30
Fund 208 - RECREATION FUND									
Fund 208 - RECREATION FUND:									
	TOTAL REVENUES	82,646.00		13,743.67		11,125.37		68,902.33	16.63
	TOTAL EXPENDITURES	108,646.00		10,435.67		4,326.75		98,210.33	9.61
	NET OF REVENUES & EXPENDITURES	(26,000.00)		3,308.00		6,798.62		(29,308.00)	12.72
Fund 210 - AMBULANCE FUND									
Fund 210 - AMBULANCE FUND:									
	TOTAL REVENUES	804,680.00		417,930.31		118,512.88		386,749.69	51.94
	TOTAL EXPENDITURES	863,166.00		145,588.13		78,008.80		717,577.87	16.87
	NET OF REVENUES & EXPENDITURES	(58,486.00)		272,342.18		40,504.08		(330,828.18)	465.65
Fund 248 - DDA FUND									
Fund 248 - DDA FUND:									
	TOTAL REVENUES	324,535.00		16,333.07		14,098.09		308,201.93	5.03
	TOTAL EXPENDITURES	161,640.00		34,465.20		16,137.34		127,174.80	21.32
	NET OF REVENUES & EXPENDITURES	162,895.00		(18,132.13)		(2,039.25)		181,027.13	11.13
Fund 520 - REFUSE SERVICE FUND									
Fund 520 - REFUSE SERVICE FUND:									
	TOTAL REVENUES	152,550.00		25,568.88		12,772.03		126,981.12	16.76
	TOTAL EXPENDITURES	151,050.00		25,414.52		12,711.48		125,635.48	16.83
	NET OF REVENUES & EXPENDITURES	1,500.00		154.36		60.55		1,345.64	10.29
Fund 582 - ELECTRIC FUND									
Fund 582 - ELECTRIC FUND:									
	TOTAL REVENUES	4,766,525.00		1,112,829.15		647,762.34		3,653,695.85	23.35
	TOTAL EXPENDITURES	5,366,336.00		879,938.33		393,224.33		4,486,397.67	16.40
	NET OF REVENUES & EXPENDITURES	(599,811.00)		232,890.82		254,538.01		(832,701.82)	38.83
Fund 590 - WASTEWATER FUND									
Fund 590 - WASTEWATER FUND:									
	TOTAL REVENUES	1,344,436.00		200,554.58		113,768.24		1,143,881.42	14.92
	TOTAL EXPENDITURES	1,630,304.00		279,768.07		57,312.06		1,350,535.93	17.16
	NET OF REVENUES & EXPENDITURES	(285,868.00)		(79,213.49)		56,456.18		(206,654.51)	27.71

PERIOD ENDING 08/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	08/31/2022	MONTH 08/31/2022	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
TOTAL REVENUES		776,965.00	181,397.55	92,472.93		595,567.45	23.35	
TOTAL EXPENDITURES		973,420.00	77,047.06	36,783.84		896,372.94	7.92	
NET OF REVENUES & EXPENDITURES		(196,455.00)	104,350.49	55,689.09		(300,805.49)	53.12	
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
TOTAL REVENUES		524,467.00	51,780.91	9,697.38		472,686.09	9.87	
TOTAL EXPENDITURES		683,828.00	49,157.02	28,785.33		634,670.98	7.19	
NET OF REVENUES & EXPENDITURES		(159,361.00)	2,623.89	(19,087.95)		(161,984.89)	1.65	
TOTAL REVENUES - ALL FUNDS		11,213,921.00	2,180,754.12	1,088,505.92		9,033,166.88	19.45	
TOTAL EXPENDITURES - ALL FUNDS		12,940,193.00	1,724,929.13	784,172.35		11,215,263.87	13.33	
NET OF REVENUES & EXPENDITURES		(1,726,272.00)	455,824.99	304,333.57		(2,182,096.99)	26.41	

**Minutes of the Planning Commission
Of the City of Portland**

Held on Wednesday, September 14, 2022 at 7:00 P.M.
In Council Chambers at City Hall

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

Absent: Roeser

Staff: City Manager Gorman, City Clerk Miller

Guests: Paul LeBlanc of PLB Planning Group, LLC; Nicholas Zuehlke of Walters Dimmick

Chair Fitzsimmons called the meeting to order at 7:01 P.M. with the Pledge of Allegiance.

Motion by Johnston, supported by Parsons, to approve the proposed Agenda.

All in favor. Approved.

Motion by Williamson, supported by Kmetz, to excuse the absence of Member Roeser.

All in favor. Approved.

Motion by Williamson, supported by Parsons, to approve the minutes of August 10, 2022 Planning Commission meeting.

All in favor. Approved.

There was no public comment.

Under New Business, City Manager Gorman presented information on the request for Site Plan Review by Walters Dimmick to construct a car wash facility on the property located at 1501 E. Grand River Ave.

Mr. Zuehlke of Walters Dimmick presented information on the request. Their intention is to serve the need of the its customers and residents of the community by adding a car wash facility at the rear of the property. The addition of this facility would also clean up the property.

Mr. LeBlanc presented his comments to the Planning Commission as outlined in his memo. The required Special Land Use was previously approved and now only site plan review is required for the proposed project. He noted his concern with the movement of vehicular traffic on the site, in particular the area that abuts the Burger King property, as there is no barrier to prevent car wash traffic from encroachment.

There was discussion.

Mr. LeBlanc recommended the site plan review be tabled to provide the applicant time to address the comments provided in his review memo.

Planning Commission Minutes
September 14, 2022

There was continued discussion of the criteria that should be met.

There was discussion specifically with the driveways along E. Grand River Ave.

City Manager Gorman called City Engineer Jon Moxey, of Fleis & VandenBrink, so he could speak to his memo regarding the necessity to address stormwater detention.

There was continued discussion.

The Commission discussed the issues that should be addressed for their consideration of the proposed site plan.

1. Water retention on the property.
2. Traffic flow patterns
3. Grand River Ave. access

Motion by Kmetz, supported by Williamson, to table the site plan review to construct a car wash facility on the property located at 1501 E. Grand River Ave.

Mr. LeBlanc presented a draft zoning map with proposed changes to some boundary lines between the C-1 (General Business) and C-3 (Commercial Highway) Districts.

There was discussion.

City Manager Gorman provided recent development updates.

There were no Planning Commission member comments.

Motion by Johnston, supported by Parsons, to adjourn the meeting at 8:56 P.M.
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary

City Of Portland
 Water Department
 Monthly Water Report
 September 2022

Monthly Water Production

Daily Water Production

Well #4 10,197,000 Gallons
 Well #5 0 Gallons
 Well #6 2,165,000 Gallons
 Well #7 5,000 Gallons

Well #4 339,900 Gallons
 Well #5 0 Gallons
 Well #6 72,167 Gallons
 Well #7 167 Gallons

Daily Average Water Production for All Wells

412,234 Gallons

Total Water Production for the Month

12,367,000 Gallons

Total Water Production for the Previous Month

13,287,000 Gallons

Total Production decreased by

920,000 Gallons

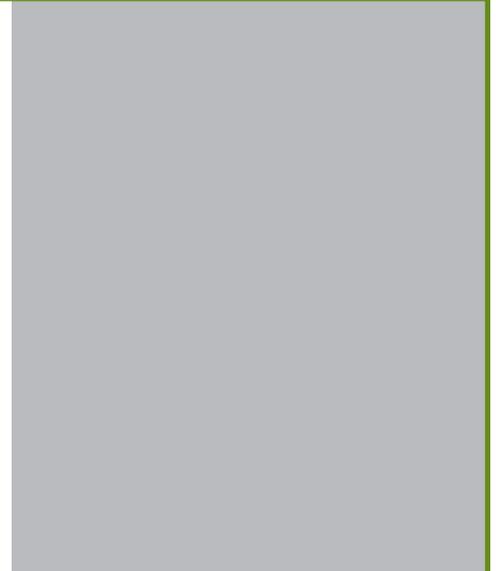
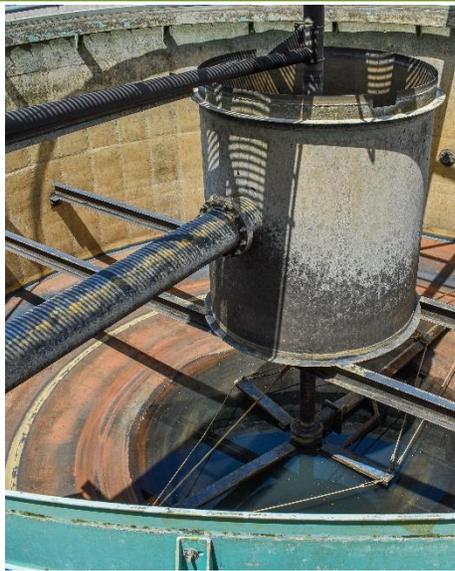
Total Production for This Month from the Previous Year

13,565,000 Gallons

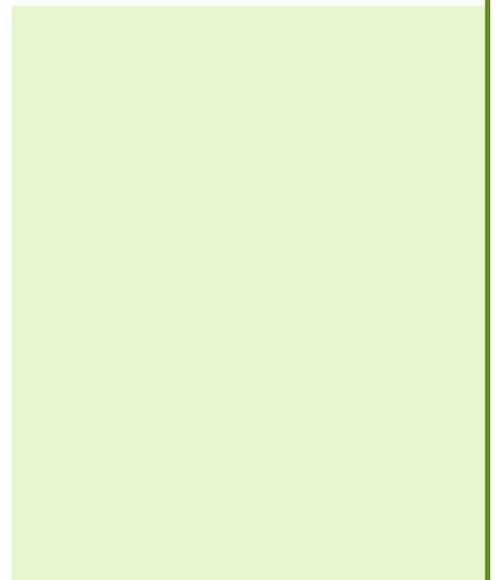
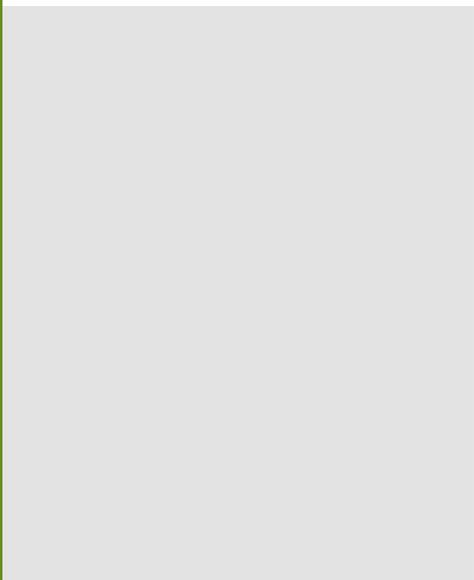
Total Production decreased by

1,198,000 Gallons

Rodney D. Smith Jr.
Water Technician



The City of Portland Operations & Maintenance Report September 2022



1.1 CONTENTS

- 1.1 Contents1
- ADMINISTRATIVE**.....2
- Action Items.....2
- WASTEWATER MAINTENANCE**2
- Operations2
- WORK PERFORMED ON THE COLLECTION SYSTEM**.....2
- Emergency Alarm Call- Outs.....2
- Daily Flow Summary.....3



ADMINISTRATIVE REPORT

ADMINISTRATIVE

The September 2022 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). There was one violation for the month of September. Ammonia nitrogen wasn't analyzed, and the permit requires it to be ran once a month from May through September and reported with no limitations. EGLE has been notified and a corrective action plan has been submitted. Including all personnel to reread the Facility Monitoring Plan and the NPDES permit. The average influent flow was 246,000 gallons per day. The daily maximum influent flow was 284,000 gallons, which occurred on September 18, 2022. The Monthly Operating Report (MOR) will be provided upon request.

ACTION ITEMS

- FVOP is diligently investigating the city's copper issue. Several samples have been collected in the sewer collection system and water distribution system. These have been sent out to an independent laboratory for analysis. A report with the findings and possible solutions will be submitted soon. FVOP will continue to investigate this until a solution is found.

WASTEWATER MAINTENANCE

Maintenance was completed during the month of September 2022 in accordance with the computerized maintenance management system (CMMS.)

- Staff unclogged and de-ragged all three raw pumps.
- Cleaned both clarifiers and UV channel.
- Pluene performed annual maintenance to boiler and MUA.
- Staff completed 144 routine maintenance workorders.

OPERATIONS

- NutriGro applied approximately 165,000 gallons of biosolids to local farmers fields.
- Cleaned storage tanks and drying bed after land application was complete.
- Post pre-bid meeting at city hall for SRF plant upgrade project.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during September 2022:

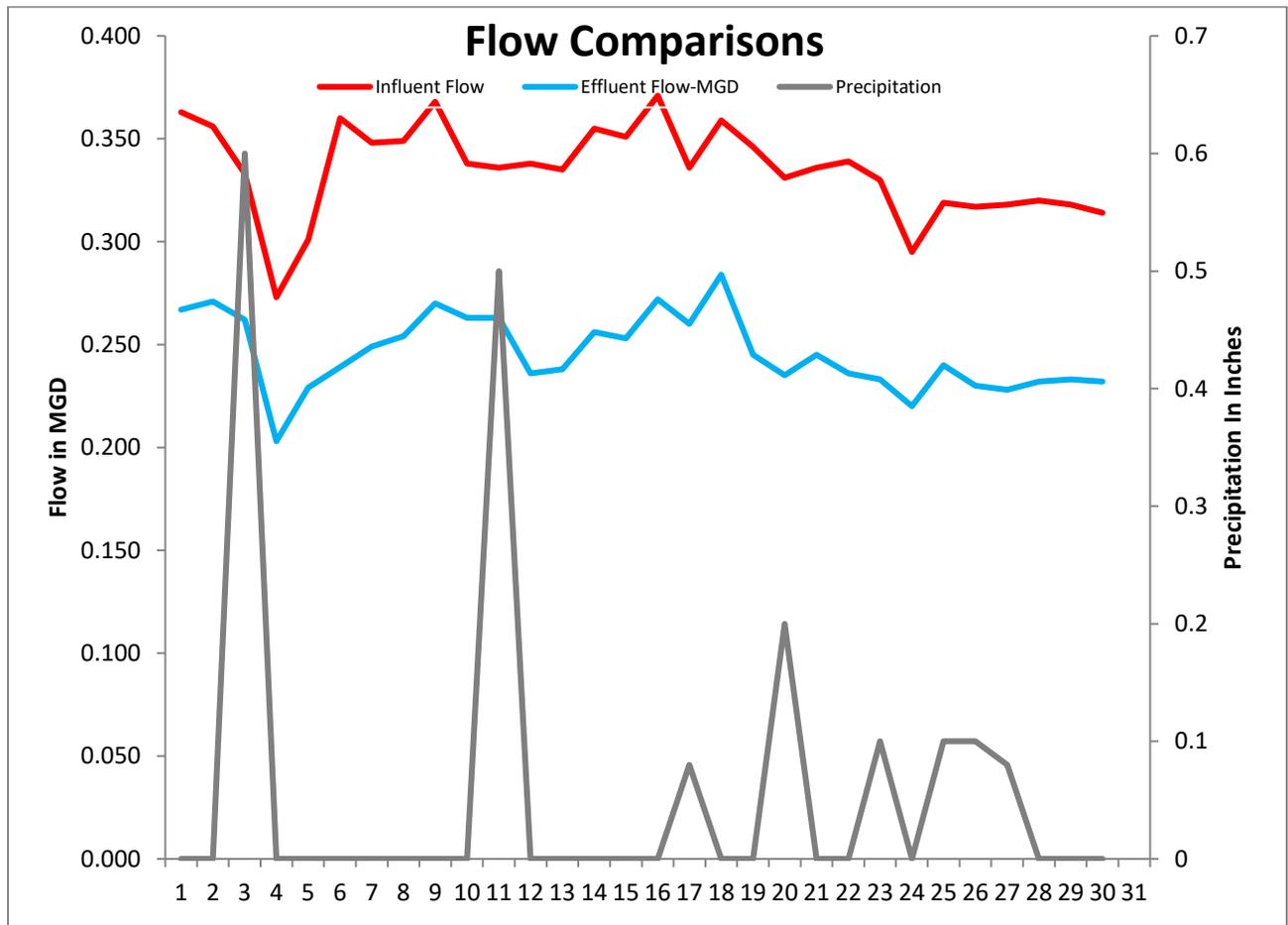
- Several Miss Digs were completed.
- An estimated 2,000 feet of sewer mains were cleaned.
- Fall cleanup and winter prep at lift stations.

EMERGENCY ALARM CALL- OUTS

There were no (0) after- hours emergency call out for September 2022.

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 September 2022. The average influent flow during the period was 335,000 gallons per day and the average effluent flow during the period was 246,000 gallons per day. We had eight (8) days of measurable precipitation which totaled 1.76 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 11, 2022 - 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN**

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. Reappointment to the Department of Human Services Board-3 Year Term
 - Laura Linebaugh
 - B. Presentation of Pension Plan Actuarial Reports and Investment Update
 - C. Request Approval of 2022 Ionia County Apportionment Report-Anthony Meyaard
 - D. Request Approval of Mid-State Health Network SUD Agreement-Chad Shaw/Deb Thalison
 - E. Request Approval of Health Department Budget Amendment-Chad Shaw/Brenda Ingersoll
 - F. Request for signature on Contract Amendment-Carol Hanulcik
 - G. Request ratification of COA signature on AAAWM Purchase of Service agreement-Carol Hanulcik
 - H. Request authorization to dispose of used surplus equipment-John Niemela
 - I. Request Approval-License Agreement with City of Ionia for Use of Dial-A-Ride Facility Mechanics Bay
- IX. Department Reports**
- 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- Review an Attorney-Client Privileged Written Opinion**
- XIV. Adjournment**

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Parks Advisory Board- Two-Two-year terms, Member-at-Large from Lyons Area
- West Michigan Regional Planning Commission-Two-One-year term
- Land Bank Authority- two-three-year term
- Solid Waste Planning Committee-three-two-year term, one serving as industrial waste generator representative, one management industry, and one regional Solid Waste Planning Agency rep.

Appointments for consideration in the month of October 2022:

- Department of Human Services Board

Appointments for consideration in the month of November 2022:

- NONE

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 18, 2022 - 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN

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. Approval of Circuit Court Position Realignment – Judges Schafer and Hoseth-Kreeger
 - B. O’Leary – Complaint to Vacate Portion of Platted Land Under Land Division Act – Jason Eppler
 - C. Approval of Agreement for Extension Services for 2023/MSU – Jason Eppler
 - D. 2021 Audit/Financial Statements and Approval of Additional Services Payment – Jason Eppler
 - E. Approval of PA116 Farmland Agreement – Lucks – Jason Eppler
- IX. Department Reports**
 - Building Department
 - Drains Department
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator
- XI. Reports of Special or Ad Hoc Committees**
- XII. Public Comment (3-minute time limit per speaker)**

XIII. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Parks Advisory Board- Two-Two-year terms, Member-at-Large from Lyons Area
- West Michigan Regional Planning Commission-Two-One-year term
- Land Bank Authority- two-three-year term
- Solid Waste Planning Committee-three-two-year term, one serving as industrial waste generator representative, one management industry, and one regional Solid Waste Planning Agency rep.

Appointments for consideration in the month of October 2022:

- Department of Human Services Board

Appointments for consideration in the month of November 2022:

- NONE