



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

7:00 P.M. Monday, November 7, 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. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:20 PM	A. Proposed Resolution 22-85 Approving Payment to F&V Construction for Work Performed for the Wastewater Treatment Plant Project	Decision
7:22 PM	B. Proposed Resolution 22-86 Approving the Proposal from Civic Plus to Provide Consulting Services for the City of Portland Website	Decision
7:25 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on October 17, 2022	
	B. Payment of Invoices in the Amount of \$533,056.99 and Payroll in the Amount of \$109,445.58 for a Total of \$642,502.57	
	C. Purchase Orders over \$5,000.00	
	1. Fleis & VandenBrink in the Amount of \$7,146.75 for Kent Street Improvements	
	2. Scotty’s Construction in the Amount of \$9,900.00 for Underground Distribution Line Repair/Replacement	
	3. Michigan Electric Cooperative Association in the Amount of \$14,250.00 for 2023 Safety Dues	
	XI. <u>Communications</u>	
	A. DDA Minutes for September 26, 2022	
	B. DDA Treasurer’s Report for October 24, 2022	
	C. Water Department Report for October 2022	
	D. Utility Billing Report for September 2022	

<p style="text-align: center;">Estimated Time</p>		<p style="text-align: center;"><u>Desired Outcome</u></p>
	<p>E. 2022 Merit Award Summary</p> <p>F. Ionia County Central Dispatch Report – October 2022</p> <p>G. Ionia County Board of Commissioners Agenda for October 25, 2022</p> <p>H. Ionia County Board of Commissioners Agenda for November 8, 2022</p>	
7:28 PM	XII. <u>Other Business</u> – None	
7:30 PM	XIII. <u>City Manager Comments</u>	
7:35 PM	XIV. <u>Council Comments</u>	
7:40 PM	XV. <u>Adjournment</u>	Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-85

**A RESOLUTION APPROVING PAYMENT TO F&V CONSTRUCTION FOR
WORK PERFORMED FOR THE
WASTEWATER TREATMENT PLANT PROJECT**

WHEREAS, Fleis & VandenBrink, through F&V Construction is serving as the design-builder for the wastewater treatment plant project; and

WHEREAS, F&V Construction has performed work in accordance to the design-build agreement and has submitted a request for payment in the amount of \$113,932.80, a copy of which is attached as Exhibit A.

WHEREAS, the City Manager and Finance Director have reviewed the pay request and recommends that City Council approves same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the pay request from F&V Construction for work performed for the wastewater treatment plant project in the amount of \$113,932.80, 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: November 7, 2022

Monique I. Miller, City Clerk

To (Owner):	City of Portland 259 Kent Street Portland, MI 48875	Project:	Wastewater System Improvements CWSRF No. 5758-01	Invoice No.:	2097
				Application No.:	9
				Application Date:	October 31, 2022
CONSTRUCTION MANAGER:	F&V Construction Management, Inc. 2960 Lucerne Drive SE Grand Rapids, MI 49546	ENGINEER:	Fleis & VandenBrink Engineering, Inc. 2960 Lucerne Drive SE Grand Rapids, MI 49546	Period to:	October 31, 2022
Contract for:				FVC Proj No.:	1221
				Contract Date:	December 23, 2021

CONSTRUCTION MANAGER'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

CHANGE ORDER SUMMARY

	ADDITIONS	DELETIONS
Change Orders Approved		
Change Order No. 1	\$ 28,649.69	\$0.00
TOTALS	\$ 28,649.69	\$ -
Approved this Month		
TOTALS	\$ -	\$ -
Net Change by Change Orders	\$ 28,649.69	\$ -

1. ORIGINAL CONTRACT SUM	\$	12,750,000.00
2. NET CHANGE BY CHANGE ORDERS	\$	28,649.69
3. ADJUSTED CONTRACT SUM TO DATE (Line 1 + Line 2)	\$	12,778,649.69
4. TOTAL COMPLETED & STORED TO DATE (Column G on continuation)	\$	821,592.00
5. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	699,500.00
6. RETAINAGE	\$	8,159.20
7. CURRENT PAYMENT DUE	\$	113,932.80
8. BALANCE TO FINISH (Line 3 less Line 4)	\$	11,957,057.69

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for.)

\$ 113,932.80

MANAGER:

By: 

Date: 11/2/2022

This Certification is not negotiable. The AMOUNT CERTIFIED is payable only to party named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Manager under this Contract.

APPROVALS:

By: _____
CITY OF PORTLAND

Date: _____

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising the above application, the Manager certifies to the Owner that to the best of the Manager's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Manager is entitled to payment of the AMOUNT CERTIFIED.

Payment Application No. 9

City of Portland | Wastewater System Improvements, CWSRF No. 5758-01

Contract No.	Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Complete to Date	Balance to Finish	Percent Complete
C1	Site Work & Excavation	\$ 1,557,040.00	\$ 15,000.00	\$ 1,572,040.00	\$ -	\$ -	\$ -	\$ 1,572,040.00	0%
C2	Concrete	\$ 684,595.00	\$ -	\$ 684,595.00	\$ -	\$ -	\$ -	\$ 684,595.00	0%
C3	General Trades	\$ 656,125.00	\$ -	\$ 656,125.00	\$ -	\$ -	\$ -	\$ 656,125.00	0%
C4	Painting	\$ 210,568.00	\$ -	\$ 210,568.00	\$ -	\$ -	\$ -	\$ 210,568.00	0%
C5	Mechanical	\$ 4,527,209.20	\$ 11,405.69	\$ 4,538,614.89	\$ -	\$ -	\$ -	\$ 4,538,614.89	0%
C6	Electrical, Instrumentation & Control	\$ 1,072,737.00	\$ -	\$ 1,072,737.00	\$ -	\$ -	\$ -	\$ 1,072,737.00	0%
C7	Biosolids Storage Tank	\$ 488,780.00	\$ -	\$ 488,780.00	\$ -	\$ -	\$ -	\$ 488,780.00	0%
C8	Sanitary Sewer Improvements (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C9	Cured-in-Place Pipe (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C10	River Crossing (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C11	Masonry	\$ 225,000.00	\$ -	\$ 225,000.00	\$ -	\$ -	\$ -	\$ 225,000.00	0%
C12	Concrete Demo (Included in C1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C13	Owner's System Integrator	\$ 49,900.00	\$ -	\$ 49,900.00	\$ -	\$ -	\$ -	\$ 49,900.00	0%
	General Conditions	\$ 313,700.00	\$ -	\$ 313,700.00	\$ -	\$ 75,200.00	\$ 75,200.00	\$ 238,500.00	24%
	Design-Builder's Fee	\$ 831,800.00	\$ 2,244.00	\$ 834,044.00	\$ -	\$ 6,392.00	\$ 6,392.00	\$ 827,652.00	1%
	Basic Services - Design, VE & Pre-Con	\$ 740,000.00	\$ -	\$ 740,000.00	\$ 699,500.00	\$ 40,500.00	\$ 740,000.00	\$ -	100%
	Basic Services - PM, Admin, SS	\$ 789,800.00	\$ -	\$ 789,800.00	\$ -	\$ -	\$ -	\$ 789,800.00	0%
	Design-Builder's Contingency	\$ 602,745.80	\$ -	\$ 602,745.80	\$ -	\$ -	\$ -	\$ 602,745.80	0%
	Contract Total	\$ 12,750,000.00	\$ 28,649.69	\$ 12,778,649.69	\$ 699,500.00	\$ 122,092.00	\$ 821,592.00	\$ 11,957,057.69	6%

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-86

A RESOLUTION APPROVING THE PROPOSAL FROM CIVIC PLUS TO PROVIDE CONSULTING SERVICES FOR THE CITY OF PORTLAND WEBSITE

WHEREAS, in 2014 the City contracted with Civic Plus to design and update the City's website for enhanced communication and interaction with residents; and

WHEREAS, the City Manager and City Clerk have been in the process of updating various features of the website and recommend that additional updates be performed to ensure optimum functionality; and

WHEREAS, Civic Plus has submitted a proposal to provide website consulting services in the amount of \$5,500.00, a copy of the proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposal from Civic Plus in the amount of \$5,500.00 to provide website consulting services, a copy of the proposal is attached as Exhibit A;
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: November 7, 2022

Monique I. Miller, City Clerk



CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-23462-1

Date:

3/17/2022 10:55 AM

Expires On:

6/15/2022

Product:

CivicEngage

Client:

Portland MI - CivicEngage

Bill To:

Portland MI - CivicEngage

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Theresa St. John	x	theresa.stjohn@civicplus.com		Net 30

CivicEngage - Statement of Work

QTY	Product Name	DESCRIPTION	PRODUCT TYPE	TOTAL
1.00	Recommended Navigation - CivicEngage	Recommended restructure of global navigation and graphic buttons	One-time	USD 2,500.00
4.00	Virtual Content Consulting - CivicEngage	Virtual Content Consulting 1/2 day block - CivicEngage	One-time	USD 3,000.00
Total Investment - Year 1				USD 5,500.00
Annual Recurring Services - Year 2				USD 0.00

Total Days of Quote:198

1. This Statement of Work ("SOW") shall be subject to the terms and conditions of the Portland MI - CivicEngage Statement of Work signed by and between the Parties ("the Agreement"). By signing this SOW, Client expressly agrees to the terms and conditions of the Agreement, as though set forth herein.
2. Client will be invoiced for the Total Investment - Year 1 (the sum of one-time costs and a prorated portion of the Annual Recurring Services) upon signing and submission of this SOW. The Annual Recurring Services subscription fee for the Products (as described above) included in this SOW are prorated and co-termed to align with the Client's current billing schedule and the Annual Recurring Services amount will subsequently be added to Client's Term and regularly scheduled annual invoices under the terms of the Agreement.
3. Each year this SOW is in effect, a technology investment and benefit fee, as agreed to in the Agreement, will be applied to the Annual Recurring Services subscription fee.

Signature Page to follow.

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW and the Agreement terms and conditions

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization URL

Street Address

Address 2

City State Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact E-Mail

Phone Ext. Fax

Billing Address

Address 2

City State Postal Code

Tax ID # Sales Tax Exempt #

Billing Terms Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources: _____

Contract Contact Email

Phone Ext. Fax

Project Contact Email

Phone Ext. Fax

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 17, 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; Police Chief Thomas

Guests: Jon Moxey and Peter Tierney 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 VanSlambrouck, supported by Fitzsimmons, to approve the proposed revised agenda.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman stated that Jon Moxey of Fleis & VandenBrink will provide an update and information on the Kent Street Improvement Project tonight.

At its meeting on Wednesday, October 12, 2022, the Planning Commission approved a revised site plan to construct a new car wash facility at the Shell gas station located at 1501 E. Grand River Ave.

The City is excited to welcome, Erin Fair who has been hired as the new part time Recreation Coordinator. She will begin work on Tuesday, October 25, 2022.

City staff met with Utility Financial to consider opportunities for rate setting and future Capital Improvement Planning.

The Board of Light and Power has begun planning for development of a new substation and repairs to the fencing at the Dam property are underway.

The Water Meter Replacement Program will begin next week and will take approximately three to four months to complete. Information is available to residents in the City's newsletter, on its website, and in the monthly newsletter.

City Manager Gorman presented a photo of the new Police Car with an updated paint scheme.

Under Presentations, Jon Moxey and Peter Tierney of Fleis & VandenBrink provided information on the Kent Street Improvement Project including project funding, design, next steps, and schedule. The project will include complete reconstruction of Kent Street from Academy Street to Grand River Avenue.

Mr. Moxey stated his recommendation that based on discussions with MDOT and the feedback from business owners the City should move forward with the angle parking design for the Kent Street Improvement Project.

Mayor Pro-Tem VanSlambrouck confirmed there will still be some parking spots lost with the revised angle parking design but not as many as if the parallel parking design was used. He further expressed his support for moving forward with the proposed angle parking design.

Mr. Moxey stated they will be working through the approval process with MDOT through this Winter and Spring 2023 with a possible bid letting Summer 2023. The best-case scenario is construction to take place late in the construction season of 2023. Based on current supply chain issues it is likely the project will be delayed to 2024.

There was discussion of how the easement process will affect timing of the project.

City Manager Gorman noted the City will be pushing for construction to take place in 2023.

Mayor Barnes stated the proposed 45-degree angle parking design addresses the issues with the current angle parking while retaining as many parking spaces as possible.

City Manager Gorman stated the proposed 45-degree angle parking design is also his recommendation.

Under New Business, the City Council considered Resolution 22-83 to approve Fleis & VandenBrink's proposal in the amount of \$98,600.00 to provide Design Engineering Services for the Kent Street Improvement Project.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-83 approving Fleis & VandenBrink's proposal to provide Design Engineering Services for the Kent Street Improvement Project.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 22-84 to opt out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013 that would require collection of up to \$0.99 per month on utility bills to raise revenue for the Low-Income Energy Assistance Fund to provide heating assistance to needy individuals. By opting out of this program the City cannot shut off electricity to residential customers from November 1st to April 1st for nonpayment of delinquent accounts.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 22-84 to opt out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

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 October 3, 2022, 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. A purchase order to UPWords in the amount of \$7,500.00 for employee training was also included.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that DPW crews have begun picking up leaves.

The no parking on City streets between 2:00 A.M. – 6:00 A.M. will begin on Tuesday, November 1, 2022.

Trick-or-treating will be held in the City of Portland on Halloween, Monday, October 31, 2022 from 6:00 – 8:00 P.M. Ionia County Central Dispatch will sound the alarm to both begin and end trick-or-treating.

City Manager Gorman noted the Electric Department through the MMEA (Michigan Municipal Electric Association) held a coloring contest for 1st – 4th graders in Portland. Area resident Landon Galt won the coloring contest and had his photo taken with the Electric Department crew and the bucket truck.

Under Council Comments, Mayor Barnes noted that daylight savings will begin on Sunday, November 6, 2022.

City Manager Gorman noted the improvements that are being made to the building at 103 E. Grand River Ave., that was donated to the DDA by Bill Fabiano.

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

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:57 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the October 17, 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; Police Chief Thomas

Presentation - Jon Moxey and Peter Tierney of Fleis & VandenBrink provided information on the Kent Street Improvement Project including project funding, design, next steps, and schedule.

Approval of Resolution 22-83 approving Fleis & VandenBrink’s proposal to provide Design Engineering Services for the Kent Street Improvement Project.

All in favor. Adopted.

Approval of Resolution 22-84 to opt out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:57 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
STAR THOMAS	01654	PHONE BILL REIM OCT 2022 - POLICE	40.00
MUNICIPAL SUPPLY CO.	00324	BLUE MARKING PAINT/BATTERIES - WATER	64.00
SPARTAN COMMERCIAL ROOFING LLC	02772	ROOF REPAIRS - CITY HALL APRV CONS AGENDA 9-6-	9,900.00
PLEUNE SERVICE COMPANY INC.	00741	TEMP FIX OF REHEAT COILS - CITY HALL	464.00
ROD SMITH	02317	CLOTHING ALLOWANCE - WATER	68.89
USA TODAY NETWORK	02501	COUNCIL MTG SYNOPSIS - GEN	82.00
TMI COMPRESSED AIR	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	3,075.00
PAMA	01370	40% CONTRIBUTION FOR LAWN CARE - COMM PROMO	180.00
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,684.65
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	401.01
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	875.91
CAPITAL EQUIPMENT & SUPPLY	01856	IGNITION SWITCH - MTR POOL	75.30
CMP DISTRIBUTORS INC.	01745	TACT VEST J SMITH - POLICE	1,745.00
CREATIVE PRODUCT SOURCE INC.	01665	COLORING TOTES - AMB	215.13
DORNBOS SIGN, INC.	00067	SIGNS- MAJ, LOC STS	335.40
KEITH ENZ	MISC	TRAILER - MAJ, LOC STS	900.00
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	1,245.12
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	29.52
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	7.99
FAMILY FARM & HOME	01972	SEED MULCH, QUICK LAWN - ELECTRIC	86.95
FAMILY FARM & HOME	01972	SEED MULCH, QUICK LAWN - ELECTRIC	54.97
FAMILY FARM & HOME	01972	SEEDING MULCH - ELECTRIC	111.96
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	53.97
FAMILY FARM & HOME	01972	SEEDING MULCH, QUICK LAWN - ELECTRIC	54.97
FAMILY FARM & HOME	01972	WEED CONTROL, HANDI PARKING - ELECTRIC	53.97
GRAINGER, INC.	00172	PARKING SIGNS - ELECTRIC	51.46
GRAINGER, INC.	00172	WALL CALENDAR - MTR POOL	42.69
GRAINGER, INC.	00172	SAFETY PARKING SIGNS - ELECTRIC	102.92
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	1,100.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	120.00
MENARDS	00260	WATER HEATER - ELECTRIC	399.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MCKEARNEY ASPHALT & SEALING INC.	02541	ASPHALT PATCH - WW	1,800.00
MUNICIPAL SUPPLY CO.	00324	COUPLINGS - WATER	113.43
MUZZALL GRAPHICS	00326	BUSINESS CARDS K DOUGHERTY - ASSESSOR	68.65
POWER LINE SUPPLY COMPANY	00389	GLOVES/SLEEVES - ELECTRIC	115.41
RCP	02265	GRAPHICS NEW PATROL CAR #3- POLICE	654.00
TOWN & COUNTRY GROUP	02740	SECURITY CAMERA INSTALL - PARKS COUNC APPV RES	921.07
TOWN & COUNTRY GROUP	02740	SECURITY CAMERA INSTALL - MTR POOL COUNC APPV F	2,361.90
TOWN & COUNTRY GROUP	02740	SECURITY CAMERA INSTALLED - CITY HALL COUNC APE	1,987.30
TOWN & COUNTRY GROUP	02740	SECURITY CAMERA INSTALL DAM - ELECT COUNC APPV	2,388.96
TOWN & COUNTRY GROUP	02740	SECURITY CAMERA INSTALL - ELECTRIC COUNC APPV F	794.47
WINTER EQUIPMENT	02322	3 SETS SNOW PLOW KITS - MAJ, LOC STS	3,700.20
DORNBOS SIGN, INC.	00067	BARRICODE KITS/BOARDS - MAJ, LOC STS	2,414.80
FAMILY FARM & HOME	01972	TARP STRAP, LOCK PIN - MTR POOL	24.53
WESTPHALIA MILLING CO.	00480	ATHLETIC MARKER - REC	59.40
MENARDS	00260	LUMBER, TOOLS, SCREWS - PARKS, CEM	120.60
JOHN DEERE FINANCIAL	01818	VAR PURCHASES - VAR DEPTS	697.49
UPS	02587	SHIPPING METER - ELECTRIC	19.85
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	256.00
SLC METER LLC	02286	WATER METERS - WATER APPRV RES 22-02 1/17/33	291,400.00
HSV REDI MIX, INC	02773	PICNIC TABLE CONCRETE PAD RED MILL - PARKS	1,724.00
FOSTER BLUE WATER OIL, LLC	02301	REFILL GASOLINE - PARKS, CEM	459.41
DETROIT SALT COMPANY	01497	ROAD SALT, MIDEAL - MAJ, LOC STS	3,582.60
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOUNDATIONS - CEM	818.00
FOSTER BLUE WATER OIL, LLC	02301	REFILL DIESEL - PARKS, CEM	1,130.46
CULLIGAN	02130	3X WATER CITY HALL - GEN	22.25
JOHN ROWE	MISC	ENERGY OPTZ REFUND PROGRAM - ELECTRIC	100.00
STATE OF MICHIGAN	00428	WATER SAMPLES - WATER	255.00
FIRE MARK ADVANTAGE LLC	02774	VFIS DRIV INSTR N MARTIN, D FOX - AMB	240.00
NYE UNIFORM CO.	00338	UNIFORMS - POLICE	45.84
ANNIE PLINE	MISC	UNIFORM PATCHES SEWING - POLICE	105.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	360.21

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STAR THOMAS	01654	CANOPIES, LAMPS REIM - POLICE, AMB	241.10
CULLIGAN	02130	1X WATER - WW	8.75
MWEA OFFICE	01347	MEMBERSHIP RENEWAL T KRIZOV - WW	80.00
FAMILY FARM & HOME	01972	GASKET MAKER - WW	9.99
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES FLOOR - ELECTRIC	1,350.00
ANATUM GEOMOBILE SOLUTIONS	02775	GIS LOCATOR EQUIPMENT- ELECTRIC CONS AGEN APPROV	8,686.00
KARA DOUGHERTY	02767	ASSESSING SERVICES 2ND HALF OF OCT 2022 - ASSES	1,583.33
LANSING SANITARY SUPPLY	02485	PAPER PRODUCTS, BATHROOM CLEANER - CEM	475.75
MARK WOODMAN PLUMBING & HEATING	01816	TOILET REPAIR RED MILL - PARKS	145.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	280.00
ED FILTER	00540	OFFICIAL - REC	70.00
BRETT PETTIT	01528	OFFICIAL - REC	70.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	36.00
FAMILY FARM & HOME	01972	WINTERIZING SUPPLIES - PARKS	110.91
POSTMASTER	00374	ANNUAL FIRST CLASS PRESORT FEE - GEN	275.00
LOOMIS, EWERT, PARSLEY, DAVIS, &	G02715	LEGAL SERVICES - GEN	225.50
FLEIS & VANDENBRINK	00153	PROFF SERVICES KENT ST PROJ- MAJ STS	7,146.75
BURNHAM & FLOWER INSURANCE GROUP	02776	HRA ADMIN FEE 1ST QUARTER - GEN	348.60
FLEIS & VANDENBRINK	00153	BRIDGE INSPECTION - MAJ STS	3,600.00
CBIZ RETIREMENT PLAN SERVICES	02426	CONSULTING RET MED PLAN OPEB DISCLOSURE - VAR I	2,014.00
FLEIS & VANDENBRINK	00153	PROF SERVICES - MAJ, LOC STS	216.00
FLEIS & VANDENBRINK	00153	GEN CONSULT SEPT 22 -- GEN, ELECTRIC, PARKS	3,414.00
RICK TEACHOUT	MISC	REIMB 4X6 US FLAG- PARKS	36.00
CULLIGAN	02130	1X WATER -PARKS, CEM	8.75
SPECTRUM PRINTERS, INC.	02648	ELECTION SUPPLIES - ELECTION	305.44
HART INTERCIVIC	02777	VERITY SERVICE MAINT RENEW - ELECTIONS	1,228.00
STATE OF MICHIGAN	00428	PUBLIC WATER SUPPLY ANNUAL FEE - GEN	1,521.96
FAMILY FARM & HOME	01972	GLOVES - WATER	27.98
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REV SHARING JULY-AUG 2022- COM	7,002.95
DICKINSON WRIGHT PLLC	02244	SEPT 2022 LEGAL SVCS - GEN, ELECTRIC	2,166.00
MARY ETTA LEATHERMAN	02669	LANDSCAPE MONITORING - COM PROMO	2,000.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	160.00
MICHIGAN ELECTRIC COOP ASSN	00276	2023 SAFETY DUES - ELECTRIC	14,250.00
CINTAS	00083	FIRST AID CABINET - PARKS, CEM	200.00
CINTAS	00083	FIRST AID CABINET - MTR POOL	200.00
INTERSTATE BILLING SVC	00202	ROAD CLOSED SIGNS/STANDS - MAJ STS	730.79
CORRIGAN OIL CO, NO. 11	02693	DIESEL FUEL - MTR POOL	1,193.42
PIVOT POINT PARTNERS LLC	02778	ASSESSING SOFTWARE - ASSESS	750.00
MUNICIPAL SUPPLY CO.	00324	PVC PIPE FITTINGS - MAJ STS	358.50
BONNELL INDUSTRIES INC	MISC	THERMASTAT #906 - MTR POOL	59.83
CIVIC PLUS	02335	QULINE CODE HOSTING ANNUAL FEE - CODE	1,095.00
MUNICIPAL SUPPLY CO.	00324	BLUE MARKING PAINT - ELECTRIC	20.00
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	45.46
FAMILY FARM & HOME	01972	TRAILER JACK - ELECTRIC	389.95
B&W AUTO SUPPLY, INC.	00030	VAR PURCHASES - VAR DEPTS	1,222.28
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	175.00
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR/PARTS - ELECTRIC	316.04
GRAINGER, INC.	00172	HARDWARE - ELECTRIC	27.20
GRAINGER, INC.	00172	LAMINATING MACHINE - ELECTRIC	152.35
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICES - INCOME TAX, POLICE	898.20
CINTAS	00083	FIRST AID BOX - ELECTRIC	200.00
CINTAS	00083	FIRST AID BOX - ELECTRIC	200.00
CINTAS	00083	FIRST AID BOX, DAM - ELECTRIC	200.00
CRB CRANE & SERVICE COMPANY, INC.	02702	ANNUAL CRANE INSPECTION - WW	500.00
RESCO	00392	TRANSFORMER BASE - ELECTRIC	860.00
POWER LINE SUPPLY COMPANY	00389	TRANSFORMER BASES- ELECTRIC	3,090.84
GRAINGER, INC.	00172	SAFETY VALVES/LOCK OUT - ELECTRIC	942.44
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	963.11
MICHIGAN WILDFLOWER FARM	MISC	CUSTOM SEED MIX LEIK GROVE - COM PROMO	84.80
OTIS ELEVATOR	00970	COVID IMPACT FEE - CITY HALL	125.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	36.00

Date: 11/02/22

CITY OF PORTLAND INVOICE REGISTER

Page: 5

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER	00175	REFUSE-MP, PARKS, CEM	374.26
F&V CONSTRUCTION MANAGEMENT IN	00828	PAY APP #9 WWTP - WW	113,932.80
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	772.35
MICHIGAN MUNICIPAL LEAGUE	00285	CDL CONSORTIUM DRIVERS FEE - VAR DEPTS	960.00
Total:			\$533,056.99

**BI-WEEKLY
WAGE REPORT
October 31, 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.	10,782.22	97,446.62	1,221.06	27,971.57	12,003.28	125,418.19
ASSESSOR	-	-	-	-	-	-
CEMETERY	5,455.49	48,337.49	419.10	11,108.02	5,874.59	59,445.51
POLICE	12,591.36	128,616.77	1,752.91	29,150.04	14,344.27	157,766.81
CODE ENFORCEMENT	50.05	772.27	3.83	60.22	53.88	832.49
PARKS	3,267.24	39,580.26	250.14	5,056.62	3,517.38	44,636.88
INCOME TAX	2,302.26	20,861.59	301.87	5,565.43	2,604.13	26,427.02
MAJOR STREETS	3,672.19	32,169.93	401.82	11,329.61	4,074.01	43,499.54
LOCAL STREETS	4,067.91	31,568.09	405.48	10,935.38	4,473.39	42,503.47
RECREATION	352.73	3,166.31	26.99	660.52	379.72	3,826.83
AMBULANCE	17,298.10	156,524.41	1,705.51	27,615.82	19,003.61	184,140.23
DDA	2,434.36	22,400.16	351.04	3,786.17	2,785.40	26,186.33
ELECTRIC	21,939.47	202,201.75	2,455.09	58,638.38	24,394.56	260,840.13
WASTEWATER	7,501.07	72,852.57	782.57	19,530.51	8,283.64	92,383.08
WATER	5,923.07	59,577.04	635.60	19,467.89	6,558.67	79,044.93
MOTOR POOL	977.93	6,211.75	117.12	1,554.87	1,095.05	7,766.62
TOTALS:	98,615.45	922,287.01	10,830.13	232,431.05	109,445.58	1,154,718.06

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 11/02/2022
MEETING DATE 11/07/2022

Fund	Description	Beginning Balance 10/13/2022	Total Cash in	Total Cash out	Cash Balance 11/02/2022	Time Certificates	Ending Balance 11/02/2022
101	GENERAL FUND	1,661,834.80	299,922.65	(312,396.98)	1,649,360.47	235,000.00	1,884,360.47
105	INCOME TAX FUND	136,455.17	93,115.87	(103,493.14)	126,077.90	10,000.00	136,077.90
150	CEMETERY PERPETUAL CARE FUND	62,557.51	329.26	(29.26)	62,857.51		62,857.51
202	MAJOR STREETS FUND	449,140.20	11,671.74	(32,743.78)	428,068.16		428,068.16
203	LOCAL STREETS FUND	179,139.32	12,657.17	(29,905.29)	161,891.20		161,891.20
208	RECREATION FUND	59,056.72	1,608.08	(3,959.57)	56,705.23		56,705.23
210	AMBULANCE FUND	280,888.08	61,614.41	(98,596.78)	243,905.71		243,905.71
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	527,459.08	67,447.64	(24,902.67)	570,004.05		570,004.05
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	16,625.65	10,421.51	(12,966.59)	14,080.57		14,080.57
582	ELECTRIC FUND	2,294,946.53	520,566.26	(335,908.67)	2,479,604.12	530,000.00	3,009,604.12
590	WASTEWATER FUND	(219,712.96)	531,377.73	(316,191.82)	(4,527.05)		(4,527.05)
591	WATER FUND	452,614.71	91,871.32	(76,796.04)	467,689.99	420,000.00	872,010.83
661	MOTOR POOL FUND	234,791.00	23,125.77	(58,925.10)	198,991.67		198,991.67
703	CURRENT TAX FUND	59,064.36	10,133.01	(62,557.90)	6,639.47		6,639.47
	TOTAL - ALL FUNDS	6,198,222.42	1,735,862.42	(1,469,373.59)	6,464,711.25	1,195,000.00	7,644,032.09
					ELECTRIC-RESTRICTED CASH	453,086.00	453,086.00
					ELECTRIC - MPPA MUNICIPAL TRUST	170,376.44	170,376.44
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	1,405,026.78	1,405,026.78
					ELECTRIC-PRIN & INT ESCROW	126,269.72	126,269.72
					WASTEWATER DEBT ESCROW	352,767.05	352,767.05
					WASTEWATER REPAIR ESCROW	273,210.31	273,210.31
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	22,772.00	22,772.00
							10,748,042.17

*Customer Deposit Breakdown

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>



Invoice

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

October 14, 2022
 Project No: 853960
 Invoice No: 63820

Project 853960 City of Portland - Kent St Improvements
Services Included: Easement Assistance, Traffic Analysis, MDOT TAP coordination
For professional services rendered for the period August 28, 2022 to October 1, 2022
Professional Services

	Hours	Billing
Total	30.00	3,890.75
Reimbursable Expenses		
Expenses		3,256.00
Total		3,256.00
Total this Invoice		\$7,146.75

*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. 11280

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

VENDOR Scotty's Construction
LLC

DATE:

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<i>Contracted Underground distribution line repair/ replacement</i>	<i>582.539.939</i>		<i>\$ 9900</i>
<i>Emergency</i>			
DEPARTMENT HEAD (UP TO \$500) <i>JOO</i>		TOTAL	<i>\$ 9900</i>

M
Treasurer Initials

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

Scotty's Construction, LLC
 5331 M 52
 Williamston, MI 48895

Date	Invoice #
10/14/2022	SJ101322

Bill To
City of Portland 259 Kent Street Portland, MI 48875

Job Locattion
PORTLAND

PO #	Attention	Foreman

Location/Address	Quantity	Job #	Task	Notes	Amount
7671 LYONS RD	600		directional bore	EMERGENCY	9,900.00

				Total	\$9,900.00
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Phone #
517-468-3200

E-mail
office@scottysug.com

Pay this amount	\$9,900.00
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INVOICE

MICHIGAN ELECTRIC COOPERATIVE ASSOCIATION
 10125 W Watergate Rd
 Cadillac, MI 49601
 Phone: 231-775-5700

INVOICE # 4130956
DATE: October 31, 2022
TERMS: Net 10
DUE DATE: December 1, 2022

BILL TO:

City of Portland
 259 Kent Street
 Portland, MI 48875

DESCRIPTION	AMOUNT
Safety Dues	
2023 Safety Dues	\$ 14,250.00
TOTAL	\$ 14,250.00

PAYING BY ACH or WIRE: ABA #: 072413829 Mercantile Bank of Michigan | Account #: 4100379683

PAYING BY CHECK: Make payable to Michigan Electric Cooperative Association

Billing and accounting services for MECA are managed by Wolverine Power Cooperative. For questions regarding this invoice, please contact Tricia DesJardins at tdesjardins@wpsci.com or 231-775-5700.

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

Held on Monday, September 26, 2022
In the Council Chambers at City Hall

Members Present: Grimminck, Barnes, Williamson, Madarang, Gorman, Ward, Briggs, Antaya

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: April Vogl of OM's Garden

Chair Grimminck called the meeting to order at 7:00 P.M.

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

Director ConnerWellman presented the Downtown Development Bi-Annual Update.

Under Public Comment, April Vogl asked if the Kent Street Improvement Project will take place next summer.

City Manager Gorman stated that he and the engineers are working diligently to make that happen but many moving parts will have to come together for that to happen.

Motion by Williamson, supported by Madarang, to approve the minutes of the August 22, 2022 meeting as presented.
All in favor. Adopted.

Motion by Madarang, supported by Williamson, to approve the September 2022 Treasurer's Report.
All in favor. Adopted.

Under Team Reports, City Manager Gorman reported the teams met the new Independent Bank Manager Mary Peterson.

Under Old Business, Director ConnerWellman stated she will email the current work projects. She asked each board member to identify their priorities and add any suggestions and bring them to the Annual Planning Meeting at Olivera's on Thursday, September 29, 2022 at noon.

There was discussion that the TIF plan needs to be updated.

City Manager Gorman stated his feeling that a review and update of the TIF plan should be the highest priority of the DDA as it is the public's opinion of what the DDA should focus on.

City Manager Gorman provided an update on the Kent Street Improvement Project. The design for the project should be finalized in October. He will be working with the Police Chief and DDA Director to add parking limitations on public parking.

Director ConnerWellman stated the building at 103 E. Grand River Ave. will look much different over the next few weeks as improvements are made with the help from several volunteers and businesses in the community.

Under New Business, Director ConnerWellman provided the summary of Beerfest revenues and expenses.

Director ConnerWellman noted the budget review was provided as part of the bi-annual update.

Director ConnerWellman provided information on the proposed Downtown Survey that will be distributed soon. The purpose of the survey is to provide information to individuals interested or able to invest in the Downtown.

Information from the Director Report was presented as part of the bi-annual update.

Under Board Member Comments, City Manager Gorman provided development updates.

Motion by Williamson, supported by Madarang, to adjourn the meeting at 7:49 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary



Date: October 24, 2022

REPORT OF FUNDS IN DDA AS OF: October 16, 2022

PRINCIPAL & INTEREST ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>8/31/2022</u>	\$ 501.78
NEW BALANCE:	<u>9/30/2022</u>	<u>\$ 501.78</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>8/31/2022</u>	\$ 24,057.03
DEPOSITS:		\$ (1,159.00)
Due to customers:		\$ -
NEW BALANCE:	<u>9/30/2022</u>	<u>\$ 22,898.03</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>9/26/2022</u>	\$ 295,742.62
INTEREST EARNED:		\$ 26.39
DEPOSITS:		
Summer Property Tax Capture		\$ 213,089.82

CHECKS WRITTEN:

Ck No.	Payee:	<u>AMOUNTS</u>
	Admin charge October 2022	\$ 300.00
	Bank fee - Fraud Protection	\$ 30.00
	In-Between Meeting Checks	
2336	Skip and the Dude , Live Performance at Portland Bandshell	\$ 200.00
2337	Erica Gorzen , Reward for Mural Submission	\$ 300.00
2338	City of Portland , Reimbursements for credit card, phones, postage, etc.	\$ 1,292.23
2341	Kurt Fedewa , Article	\$ 25.00
2339	Hometown Decoration and Display LLC , LED garland pole wrap, Holiday décor	\$ 6,372.00
2340	Kaleidoscopelasergifts.com , Plaques for park	\$ 44.40
2342	Lyla Normington , stalks	\$ 250.00
2343	Menards , Mural Supplies	\$ 191.72
2344	Pyrotecnico , Fireworks preshow advance	\$ 5,000.00
2345	Tina ConnerWellman , phone reimbursement, mileage	\$ 40.00
2346	Tom Hengesbach , Strawbales - Holiday décor	\$ 84.00
		\$ (14,129.35)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 09/17/2021 - 10/16/2022 \$ (5,644.30)

TOTAL EXPENSES: \$ (19,773.65)

NEW BALANCE: 10/16/2022 **\$ 489,085.18**

“The City of Portland is an equal opportunity provider and employer.”

City Of Portland
Water Department
Monthly Water Report
October 2022

Monthly Water Production

Well #4	4,088,000 Gallons
Well #5	0 Gallons
Well #6	5,813,000 Gallons
Well #7	0 Gallons

Daily Water Production

Well #4	131,871 Gallons
Well #5	0 Gallons
Well #6	187,516 Gallons
Well #7	0 Gallons

Daily Average Water Production for All Wells

319,387 Gallons

Total Water Production for the Month

9,901,000 Gallons

Total Water Production for the Previous Month

12,367,000 Gallons

Total Production decreased by

2,466,000 Gallons

Total Production for This Month from the Previous Year

9,095,000 Gallons

Total Production increased by

806,000 Gallons

Rodney D. Smith Jr.
Water Technician

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

October 18, 2022
September 1-30, 2022

Kwh Consumed	2,958,152
DIESEL PRODUCTION	0
HYDRO GENERATION	80,566

Total Kwh Purchased	2,877,586	Total Dollars Paid	\$ 223,821.46
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Kwh Billed

Residential	1,812,086
Commercial	857,840
Large General	807,140
City St. Lites Metered	9,463
St. Lites Unmetered	
Rental Lights	
Demand	2,230
Total Kwh Billed	3,488,759

Dollars Billed

PCA Billed	\$ 121,552.51
Residential	\$ 231,677.23
Residential EO Charge	\$ 3,256.64
Geothermal Discount	\$ -
Commercial	\$ 109,104.11
Commercial/LG EO Charge	\$ 2,473.43
Large General	\$ 69,055.28
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 890.75
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 227.84
Demand	\$ 17,767.10
Tax	\$ 21,046.87
Total Dollars Billed	\$ 578,613.21

Arrears after billing	\$ 17,048.27
Penalties Added	\$ 2,884.10
Arrears end of month	\$ 37,187.19
Fuel Cost Billed	\$ 118,261.08
Amount Collected	\$ 523,735.01
Total Adjustments	\$ 1,028.50

Power Cost Adj. .03495

Residential Customers	2,241
Commercial Customers	330
Large General	15
Total Customers	2,586

10/03/22



**CITY OF PORTLAND
October-22**

WATER DEPARTMENT REPORT

MONTH	Sep-22	PERIOD COVERED	Sept 1-30, 2022
Customers Billed		Penalties Added	\$ 447.97
City	1,878	Dollars Collected	\$ 74,891.05
Rural	24	Arrears at end of Month	\$ 4,871.13
Total Customers	1,902	Adjustments	\$ 85.58
		Gallons Pumped	12,367,000
		Hydrant Flusing/Rental (unmetered)	1,250,000 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	12,769,311		\$ 77,172.76
Rural	188,557		\$ 2,259.06
Total	<u>12,957,868</u>		<u>\$ 79,431.82</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,816	Dollars Billed	\$127,720.69
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 127,720.69

Penalties Added	\$ 777.51
Dollars Collected	\$ 101,517.86
Arrears at end of Month	\$ 9,128.69
Adjustments	\$ 81.01
Gallons Treated per Million	7.378



**2022 MERIT AWARD
DEPARTMENT SUMMARY**

DEPARTMENT	FULLTIME	2022 MERIT AWARD	PARTTIME	2022 MERIT AWARD	TOTAL
COUNCIL			5	750.00	750.00
AMBULANCE	6	1,800.00	13	1,950.00	3,750.00
ASSESSOR		-	0	-	-
CEMETERY	1	300.00		-	300.00
DDA	1	300.00		-	300.00
ELECTRIC	5	1,500.00	1	150.00	1,650.00
GENERAL	4	1,200.00		-	1,200.00
PARKS	1	300.00		-	300.00
CITY MANAGER	1	300.00		-	300.00
INCOME TAX	1	300.00		-	300.00
MAJOR STS	1	300.00		-	300.00
LOCAL STS	1	300.00		-	300.00
MOTOR POOL	2	600.00		-	600.00
POLICE	5	1,500.00	1	150.00	1,650.00
RECREATION	0	-	1	150.00	150.00
WASTEWATER	2	600.00		-	600.00
WATER	1	300.00		-	300.00
TOTALS:	32	9,600.00	21	3,150.00	12,750.00

Monthly Report

October Activity

911 Calls— **1898**

Administrative Calls— **5422**

Text to 911— **14**

911 Hang up Calls— **18**

Calls for Service Processed— **2995**



Unit Responses / Activities

Law Enforcement— **2315**

Fire— **368**

EMS— **591**

Priority/Higher Volume Calls for Service Received

Ambulance Transport— 98

Burglary— 3

CSC— 22

Domestic Assault— 17

Fraud— 21

Health & Safety Animal— 101

Larceny— 36

Medical Priority 1— 232

Medical Priority 3— 137

Non-Criminal— 65

Personal Injury Accident— 26

Structure Fire— 3

Traffic Offense All Other— 177

Tree Down— 9

Vehicle Fire— 5

Weapons Offense— 5

Assault— 32

Civil Dispute— 79

Disorderly Conduct— 60

Fire All Other— 50

General Assist— 131

Juvenile Complaints— 67

MDOP— 25

Medical Priority 2— 79

Mental Health Related— 40

Phone/Internet Harass— 33

Property Damage Accident— 160

Suspicious Situations— 237

Traffic Stops— 671

Trespassing— 22

Verbal Domestic— 24

Special Programs Available

Smart 911— Share Medical Information with your 911 call.

Smart911.com



What 3 Words— App that provides location information to a 10 meter square.

What3words.com



Ionia County Central Dispatch

Mission: To enhance the quality of life in Ionia County for all people, providing professional, efficient, courteous, and responsive public safety communications.

Vision: To be the example for other Public Safety Dispatch Centers providing exceptional service.

Our Values: D.I.S.P.A.T.C.H.E.R.

D. Detail-oriented: Able to pay close attention, notice the minor details.

I. Innovative: Share new ideas that can improve ICCD for the better, embrace change.

S. Strong Work Ethic: Consistently performing our job to the best of our ability.

P. Professionalism: Communicating respectfully, effectively, and appropriately leading by example.

A. Adaptability: Flexibility, responding effectively to changes or various situations.

T. Teamwork: Work together toward a collective goal with good communication, patience, and dedication.

C. Caring: Feeling or showing concern for or kindness to others.

H. Honesty: Uprightness, fairness, truthfulness, sincerity, or frankness in communications and deeds.

E. Empathy: Connecting with someone, sensing people's emotions or feelings.

R. Respectful: Being appreciative, considerate, polite and gracious to all those we serve and serve with.

Ionia County Central Dispatch

545 Apple Tree Drive
Ionia MI 49946

EMERGENCY: 911

NON-EMERGENCY: (616) 527-0400

ADMINISTRATION: (616) 522-0911

Director: Lance Langdon, ENP
(616) 527-5611 llangdon@ioniacounty.org

Office Manager: Cathi Brodbeck
(616) 522-0911 cbrodbeck@ioniacounty.org

Supervisor: Kevin Booth
(616) 527-5613 kbooth@ioniacounty.org

Supervisor: Mike Ketchum
(616) 527-5612 mketchum@ioniacounty.org

FOIA Requests - 911 Records Only
Form available at: <http://ioniacounty.org/foia>

Send or Email to:
CentralDispatch@ioniacounty.org

Agency Individual Responses / Activity

Belding Fire—**60**

Berlin-Orange Fire— **30**

Clarksville Fire— **15**

Freeport Fire— **0**

Hubbardston Fire— **4**

Ionia Department Public Safety Fire— **88**

Lake Odessa Fire— **38**

Lyons-Muir Fire— **12**

Orleans Fire—**10**

Pewamo Fire— **6**

Portland Fire— **13**

Ronald Fire— **13**

Saranac Fire— **43**

Sunfield Fire— **12**

Life EMS— **525**

Portland EMS— **102**

Animal Control— **35**

Belding Police— **289**

Department of Natural Resources Law— **2**

Ionia County Sheriff's Office— **783**

Ionia Department Public Safety Law— **352**

Lake Odessa Police— **39**

Michigan State Police— **496**

Portland Police— **200**

Central Dispatch Activity

-911 Field Day was a success with approximately 325 people joining us with a little help from Mother Nature to keep the rain at a minimum.

-Supervisor Kevin Booth received the APCO, Association of Public-Safety Communications Officials, Dispatch Supervisor of the Year for Michigan. Award In Frankenmuth MI, Oct. 27, 2022, Congratulations to Kevin.

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 25, 2022 - 7:00 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)
 - B. Approve per diem and mileage
 - C. Approve payments of General Fund Payroll and accounts payable for the month of September 2022- \$ 1,546,988.60
 - D. Approve payments of Health Department payroll and accounts payable for the month of September 2022-\$ \$624,953.91
 - E. Approve payments of Road Department payroll and accounts payable for the month of September 2022-\$ 1,225,998.32
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request Approval to Schedule Special Meetings for FY23 Budget Review- Jason Eppler
 - B. Approval of Resolution Setting Revolving Drain Fund Amount-Jason Eppler
 - C. Approval of agreement with Central Square for Telephone Changes-Lance Langdon
- IX. Department Reports**
 - Commission on Aging
- 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

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
NOVEMBER 8, 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. Request Approval of the 8th Circuit Swift and Sure Sanction Probation Program SCAO Grant for 2023 Fiscal year- Selina Schmidt
 - B. Request Approval of the 8th Circuit Adult Drug Treatment Court SCAO Grant Contract for 2023 Fiscal year- Selina Schmidt
 - C. Request Approval to add an additional part-time caseworker position at Commission on Aging- Carol Hanulcik
 - D. Request Approval of Sleet Sand bid-John Niemela
 - E. Request Approval of Priority Health Insurance Proposal for 2023-Jason Eppler
 - F. Request Approval of Resolution for Exemptions Option for Public Funded Health Insurance- Jason Eppler
 - G. Request Approval to Increase in Compensation for Health Insurance Opt-Out- Jason Eppler
 - H. Request Approval to Continue Having Employees Pay 5% of Health Insurance Premiums- Jason Eppler
 - I. Request Approval of Resolution Requesting Economic Impact Study- Decommissioning of Dams-Jason Eppler
- 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 November 2022:

- None

Appointments for consideration in the month of December 2022:

- Central Dispatch Board of Directors
- Substance Abuse Initiative
- West Michigan Regional Planning Commission