



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

7:00 P.M. Monday, November 21, 2022

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:15 PM	VI. <u>Presentations</u>	
	A. Dave Eberle of Bloom Sluggett, PC	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:20 PM	A. Proposed Resolution 22-87 Approving and Ratifying the City Manager's Appointment of David Eberle of Bloom Sluggett, PC to Serve as the Portland City Attorney	Decision
7:22 PM	B. Proposed Resolution 22-88 Approving the Purchase of a John Deere Tractor for the Parks Department	Decision
7:25 PM	C. Proposed Resolution 22-89 Approving, Authorizing, and Directing the Mayor to Sign the Joint Funding Agreement for the Operation of a Streamgaging Station	Decision
7:28 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on November 7, 2022	
	B. Payment of Invoices in the Amount of \$183,590.54 and Payroll in the Amount of \$139,458.25 for a Total of \$323,048.79	
	C. Purchase Orders over \$5,000.00	
	1. Portland Area Municipal Authority in the Amount of \$5,945.10 for 40% of Services Provided by Cook Brothers Excavating	
	2. Portland Area Municipal Authority in the Amount of \$40,475.81 for 40% of Cost of New Roof on the Emergency Services Building	
	XI. <u>Communications</u>	
	A. Franklin Energy – EO Report	
	B. MPSC – Notice of Hearing for Consumers Energy	

<u>Estimated Time</u>
7:30 PM
7:35 PM
7:40 PM
7:45 PM

- XII. Other Business – None**
- XIII. City Manager Comments**
- XIV. Council Comments**
- XV. Adjournment**

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-87

**A RESOLUTION APPROVING AND RATIFYING THE CITY
MANAGER'S APPOINTMENT OF DAVID EBERLE OF BLOOM
SLUGGETT TO SERVE AS THE PORTLAND CITY ATTORNEY**

WHEREAS, Karen McFadden has acted as the City Attorney since June 2014 and has decided to wind up her practice; and

WHEREAS, the City Manager has selected David Eberle of Bloom Sluggett, PC to serve as the Portland City Attorney, subject to the letter of engagement, a copy of which is attached as Exhibit A; and

WHEREAS, the City Manager is requesting that City Council approve and ratify same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves and ratifies the City Manager's appointment of David Eberle of Bloom Sluggett, PC, subject to the letter of engagement, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: November 21, 2022

Monique I. Miller, City Clerk

David M. Eberle
Direct Dial (616) 965-9346
Direct Fax (616) 965-9350
david@bloomsluggett.com

Bloom Sluggett, PC
COUNSELORS & ATTORNEYS

November 18, 2022

City of Portland
Attn: Mr. Tutt Gorman, City Manager
259 Kent Street
Portland, MI 48875

Via Electronic Mail:
citymanager@portland-michigan.org

RE: City of Portland – Engagement Letter.

Dear Mr. Gorman:

Whenever we are asked to serve as legal counsel, it is our standard practice to send a letter describing the terms of our engagement. Please forgive the formality of this letter; it is the standard form used by the firm.

This letter will confirm that the City of Portland (the “City”) has retained us, Bloom Sluggett P.C. (“BSPC”), as special legal counsel effective December 1, 2022. As special legal counsel BSPC will provide prosecution services (both civil and criminal), income tax enforcement services, services related to the City Election Commission public accuracy test, and any other work directed by the City Manager or his designee.

I will be responsible for managing the City’s engagement with BSPC. The City will be billed \$185 per hour for prosecution services, income tax enforcement services, and services related to the City Election Commission public accuracy test. All other work will be billed at \$225 per hour for shareholders and \$195 per hour for associate attorneys. Hourly rates change from time to time, and the City will be notified of any rate changes in advance. Time is calculated in tenths of hours and block billed.

BSPC generally renders statements monthly. Our billings are due and payable upon presentation, but in no event later than 30 days from the date of the invoice. We reserve the right to suspend work and withdraw if invoices are not timely paid.

BSPC will bill the City at cost for expenses incurred on its behalf. These expenses generally include such things as photocopying (beyond a set number of copies), hand delivery and courier services, travel, filing, recording fees, and certification and registration fees charged by the court or governmental agencies. In circumstances where substantial costs are involved, BSPC may request that the City pay third parties directly. Costs are generally included in monthly invoices.

Mr. Tutt Gorman, City Manager

November 18, 2022

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BSPC will be cost conscious consistent with good practice. BSPC does not guarantee any result, but we will work hard to accomplish an acceptable result.

The City may terminate its relationship with BSPC at any time, with or without cause, by notifying BSPC in writing. Upon notice of termination, BSPC will return to the City all original papers and other property in our possession upon our receipt of payment of any outstanding fees and disbursements. The City's termination of BSPC will not affect its responsibility to pay for legal services performed and costs and disbursements incurred before termination and in connection with an orderly transition of the matter.

BSPC reserves the right to withdraw from representing the City in a manner consistent with its ethical obligations. BSPC will try to identify in advance and discuss any situation that may lead to withdrawal, and if withdrawal becomes necessary, BSPC will promptly give the City notice. If it becomes necessary for BSPC to withdraw, the City agrees to perform whatever steps are reasonably necessary to complete the withdrawal, including the execution of any stipulations for court proceedings or other documents, and to pay for all services performed and expenses incurred on the City's behalf before the withdrawal.

The City's file will be maintained as long as legally required, but in no case should the City expect that BSPC will keep the file beyond four years after the representation has ended, or where discrete case files are established, six years after the particular matter has been resolved. BSPC has the right to maintain the City's files electronically.

We look forward to working with the City and would be glad to answer any remaining questions you or the City Council may have.

Please confirm that the arrangements set out above are acceptable to the City by signing a copy of this letter and returning it to me.

Thank you again for the opportunity to serve the City.

Respectfully,

David M. Eberle

The City agrees to the above terms:

CITY OF PORTLAND

Dated: _____, 2022

By: _____

Tutt Gorman

Its: Manager

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-88

A RESOLUTION APPROVING THE PURCHASE OF A JOHN DEERE TRACTOR FOR THE PARKS DEPARTMENT

WHEREAS, the Parks Department utilizes a 1994 John Deere Tractor and is in need of replacement; and

WHEREAS, the Parks and Recreation Director has sought bids and recommends purchasing a John Deere 3039R Tractor using MIDEAL pricing in the amount of \$32,053.67, a copy of the quote and memo from the Parks Director are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of a John Deere 3039R Tractor using MiDEAL pricing in the amount of \$32,053.67, a copy of the quote and memo from the Parks Director are 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 21, 2022

Monique I. Miller, City Clerk



To: Tutt Gorman, City Manager

From: Neil Brown, Parks & Recreation Director

Date: November 15, 2022

Re: Tractor Purchase – John Deere 3039R

The Parks/Cemetery Department is looking to replace a current tractor with a new unit. The current tractor is a 1994 John Deere 770 with a loader and is currently unusable due to a transmission issue. This unit has had two major repairs in each of the last two years. This tractor is typically used for hauling materials. This includes dirt for grave openings/closings, cement gravel for headstone foundations, stone dust for ballfields, and woodchips for various areas. The current tractor does not have the ability to pull our large-area batwing mower; however, the recommended replacement, a John Deere 3039R, would have that ability.

It is recommended that we no longer service the current tractor and that the City purchase a new John Deere 3039R w/ loader from Hutson for \$32,053.67 using MiDeal pricing. With that, the Deere 770 and its attachments would be sent to auction with the funds from the auction being used to offset part of the cost of the new unit.

Respectfully,

Neil Brown
Director of Parks, Recreation, & Cemetery
City of Portland
(517) 647-7985
nbrown@portland-michigan.org

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



JOHN DEERE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hutson, Inc.
6018 E Grand River Avenue
Portland, MI 48875
517-647-4164
portland@hutsoninc.com

Quote Summary

Prepared For:

Neil Brown
CITY OF PORTLAND PARKS AND RECREATION
DEPT
Neil Brown
259 KENT ST
PORTLAND, MI 48875
Business: 517-647-7985

Delivering Dealer:

Hutson, Inc.
Matt Lohone
6018 E Grand River Avenue
Portland, MI 48875
Phone: 517-647-4164
mlohone@hutsoninc.com

Quote ID: 27647170
Created On: 19 October 2022
Last Modified On: 04 November 2022
Expiration Date: 18 November 2022

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 3039R Compact Utility Tractor (31 PTO hp) Contract: MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) Price Effective Date: January 11, 2021	\$ 31,152.00	\$ 26,167.68 X	1 =	\$ 26,167.68
JOHN DEERE 320R Loader Contract: MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) Price Effective Date: November 2, 2020	\$ 6,873.80	\$ 5,885.99 X	1 =	\$ 5,885.99

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hutson, Inc.
6018 E Grand River Avenue
Portland, MI 48875
517-647-4164
portland@hutsoninc.com

Equipment Total **\$ 32,053.67**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 32,053.67
Trade In	
SubTotal	\$ 32,053.67
Est. Service Agreement Tax	\$ 0.00
Total	\$ 32,053.67
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 32,053.67

Salesperson : X _____

Accepted By : X _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-89

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE
MAYOR TO SIGN THE JOINT FUNDING AGREEMENT FOR THE
OPERATION OF A STREAMGAGING STATION**

WHEREAS, the City operates a hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC); and

WHEREAS, the City’s FERC license requires it to jointly fund the operation of a streamgaging station on the Grand River at Portland, Michigan with the U.S. Geological Survey, U.S. Department of the Interior; and

WHEREAS, the Center Director of the U.S. Geological Survey, U.S. Department of the Interior; has sent a new joint funding agreement for the period of October 1, 2022 through September 30, 2023, a copy which is attached as Exhibit A (the “Agreement”); and

WHEREAS, the new agreement provides that the City will be billed \$8,000.00 for the period of October 1, 2022 through September 30, 2023.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes and directs the Mayor to sign the joint funding agreement for the operation of the streamgaging station, 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 21, 2022

Monique I. Miller, City Clerk

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

Cc: Tutt Gorman, City Manager

Date: 10-25-2022

Re: USGS Stream Gage Operations Funding

The USGS and City of Portland have a historical relationship for operation of a stream gaging station on the Grand River. The stream gage provides necessary information for daily operation of the dam. Our portion of the costs is \$8,000. In accordance with our agreement, we must approve funding of the station from October 2022 through September 2023.

RECOMMENDATION: Authorize and recommend to City Council to approve execution of the Joint Funding Agreement (JFA) No. 22NKJFA102 between the City of Portland and the U.S. Geological Survey (USGS) for the shared operation of the stream gaging station on the Grand River at Portland, Michigan. The City of Portland will be contributing \$8,000 which covers the agreement period from October 1, 2022 to September 30, 2023.



United States Department of the Interior

U.S. GEOLOGICAL SURVEY
Upper Midwest Water Science Center

Minnesota Office
2280 Woodale Drive
Mounds View, MN 55112
763.783.3100

Wisconsin Office
1 Gifford Pinchot Drive
Middleton, WI 53762
608.828.9901

Michigan Office
5840 Enterprise Drive
Lansing, MI 48911
517.887.8903

September 29, 2022

Mr. Todd Davlin
City of Portland
259 Kent Street
Portland, Michigan 48875

Dear Mr. Davlin:

Attached is an original of Joint Funding Agreement (JFA) No. 23NKJFA102 between the City of Portland and the U.S. Geological Survey (USGS) for the shared operation of the streamgaging station on the Grand River at Portland, Michigan. The total program cost of \$8,000, of which the City of Portland will be contributing \$8,000, covers the agreement period October 1, 2022 to September 30, 2023.

Work performed with funds from this agreement will be conducted on a fixed-cost basis. Your office will be billed annually in accordance with the JFA. The results of all work under this agreement will be available for publication by the U.S. Geological Survey.

Please sign an original and return to our office. Then retain another for your files. If you have any questions, please contact Christopher Hoard at 517-887-8949. We look forward to continuing our successful relationship.

Sincerely,

JOHN
WALKER

Digitally signed by JOHN
WALKER
Date: 2022.09.29
11:18:26 -05'00'

John F. Walker
Director, Upper Midwest Water Science Center

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000001519
Agreement #: 23NKJFA102
Project #: NK00LZR
TIN #: 38-6007243

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of the October 1, 2022, by the U.S. GEOLOGICAL SURVEY, Upper Midwest Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the City of Portland party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation the shared operation of the streamgaging station on the Grand River at Portland, Michigan (station number 04114000), herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$0 by the party of the first part during the period October 1, 2022 to September 30, 2023
- (b) \$8,000 by the party of the second part during the period October 1, 2022 to September 30, 2023
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www.usgs.gov/about/organization/science-support/science-quality-and-integrity/fundamental-science-practices>).

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000001519
Agreement #: 23NKJFA102
Project #: NK00LZR
TIN #: 38-6007243

9. Billing for this agreement will be rendered **annually**. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Christopher Hoard
Eastern Data Chief
Address: 5840 Enterprise Drive
Lansing, MI 48911-4107
Telephone: (517) 887-8949
Fax: (517) 887-8937
Email: cjhoard@usgs.gov

Customer Technical Point of Contact

Name: Todd Davlin
Utilities Supervisor
Address: 259 Kent Street
Portland, Michigan 48875
Telephone: (517) 647-6912
Fax:
Email: electricssuper@portland-michigan.org

USGS Billing Point of Contact

Name: Eric Hanes
Budget Analyst
Address: 5840 Enterprise Drive
Lansing, MI 48911-4107
Telephone: (517) 887-8951
Fax: (517) 887-8937
Email: emhanes@usgs.gov

Customer Billing Point of Contact

Name: Todd Davlin
Utilities Supervisor
Address: 259 Kent Street
Portland, Michigan 48875
Telephone: (517) 647-6912
Fax:
Email: electricssuper@portland-michigan.org

U.S. Geological Survey
United States
Department of Interior

City of Portland

Signature

JOHN
By WALKER Digitally signed by JOHN WALKER
Date: 2022.09.29 11:18:49 -05'00' Date:
Name: John F Walker
Title: Center Director

Signatures

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, November 7, 2022

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Guests: Tim Fuller of Opera Block Properties; Merry Hass of The Port; April Vogl of OM's Garden; Mike Judd; 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 Sheehan, to approve the proposed agenda.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under Public Comment, Tim Fuller of Opera Block Properties stated that many of the downtown business owners are concerned about the timeline for the Kent Street Improvement Project. It seems the City keeps "moving the goalposts" and delaying the project.

Mayor Barnes stated there has never been a concrete timeline for the Kent Street Improvement Project. Only recently have the design concepts been approved and there have been too many variables to set an actual construction date or timeline.

City Manager Gorman explained the design, funding, and easement processes to date and noted the funding and easement process is still underway.

There was continued discussion with the Council regarding how the process for the Kent Street Improvement Project has evolved.

Under City Manager Report, City Manager Gorman presented a summary of the progress on the Kent Street Improvement Project provided by Fleis & VandenBrink.

City Manager Gorman reminded residents that tomorrow is Election Day. Voting will take place on the 2nd floor of City Hall from 7:00 A.M. to 8:00 P.M.

City Staff has been working with Granger on a new contract for refuse and recycling services. There has been no rate increase or contract renewal since 2017.

The Board of Light and Power has started work on undergrounding electric service on Market St. and will continue that effort in other service areas. This project will likely conclude in the Spring. They also continue planning for a new substation and the anticipated Broadband Infrastructure Project.

City Attorney Karen McFadden has announced her retirement. City Manager noted his appreciation for the work she has done for the City of Portland. He further noted his expectation to have a recommendation for her replacement at the next Council meeting.

City Manager Gorman provided development updates. The Draft Revised Zoning Ordinance is currently under legal review. Auto Zone is making preparations to establish their business in the former Goodwill building. The Planning Commission has approved a site plan for development of a new car wash facility at the rear of the property of the Shell Gas Station. Construction is anticipated to begin in the Spring.

The City is working with the Portland Public Schools on an upgrade to the shared phone system while considering future upgrades to the network with broadband functionality.

Under Presentations, Director ConnerWellman presented her Downtown Report.

Under New Business, the City Council considered Resolution 22-85 to approve payment to F&V Construction, in the amount of \$113,932.80, for work performed for the Wastewater Treatment Plant Project.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-85 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The City Council considered Resolution 22-86 to approve the proposal from Civic Plus to provide consulting services, in the amount of \$5,500.00, for the City of Portland website.

City Manager Gorman presented other recent changes to the City website to Council. Recent changes include an updated, searchable Code of Ordinance and a new video platform to host videos of the City Council meetings.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-86 approving the proposal from Civic Plus to provide consulting services for the City of Portland website.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on October 17, 2022,

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. Purchase orders to Fleis & VandenBrink in the amount of \$7,146.75 for the Kent Street Improvement Project, Scotty's Construction in the amount of \$9,900.00 for underground distribution line repair/replacement, and the Michigan Electric Cooperative Association in the amount of \$14,250.00 for 2023 Safety Dues were also included.

Yeas: Fitzsimmons, VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that DPW crews continue picking up leaves across the City.

City Manager Gorman noted Halloween was a great event. He thanked the community, the Police Department, and Ionia County Central Dispatch.

Under Council Comments, Mayor Barnes reminded residents to vote. He further suggested that residents should switch to electronic mailing of their utility bill rather than mailing through the postal system if they haven't already done so.

Council Member Sheehan stated she was in car accident last week in a very visible area of the City. She thanked the Police Department and City staff that stopped to check on her. She noted how thankful she is to live in such a caring community.

Council Member Johnston noted that Shrek the Musical, through the Portland Civic Players, will continue through this next weekend. Shows to this point have been very well attended.

Mayor Pro-Tem VanSlambrouck noted how nice the new roof on the Portland Area Municipal Building looks.

Mayor Barnes noted how thankful he is for the Portland Area Fire Authority for their diplomacy, care, and concern on the recent call from his home.

City Manager Gorman noted there was no loss of electricity to customers during the recent wind storm.

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

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

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

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

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

Public Comment - Tim Fuller of Opera Block Properties stated that many of the downtown business owners are concerned about the timeline for the Kent Street Improvement Project. It seems the City keeps “moving the goalposts” and delaying the project. There was discussion with the Council regarding how the process for the Kent Street Improvement Project has evolved.

Presentation - Director ConnerWellman presented her Downtown Report.

Approval of Resolution 22-85 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

All in favor. Adopted.

Approval of Resolution 22-86 approving the proposal from Civic Plus to provide consulting services for the City of Portland website.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:00 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
GRANGER	00175	REFUSE - ELECTRIC	86.00
GRANGER	00175	REFUSE - WW	152.58
KEUSCH SUPER SERVICE	00228	REAR TIRES BACKHOE - MTR POOL	1,965.98
ELHORN ENGINEERING	00139	EL CHLOR CARBOY - WATER	717.00
CINTAS	00083	MEDICINE CABINET -WW	200.00
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	10,387.67
FAMILY FARM & HOME	01972	BROOM & RAKE - PARKS, CEM	25.98
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	968.55
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	413.79
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	236.00
INSOURCE SOLUTIONS GROUP INC.	01813	E FILE HOST ANNUAL FEE WH TOOL - INCOME TAX	3,650.00
INSOURCE SOLUTIONS GROUP INC.	01813	WH TOOL SET UP FEE - INCOME TAX	4,500.00
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICAL E FAIR - REC	126.00
MARTIN WELDING & MACHINING	02762	CUT/REPAIR AXEL - MTR POOL	80.00
GRANGER	00175	REFUSE - REFUSE	12,755.49
GRANGER	00175	REFUSE-POLICE, COM PROMO	86.00
CULLIGAN	02130	2X WATER CITY HALL - GEN	15.50
CENTURYLINK	01567	PHONE SERVICES - GEN,	0.92
FORTE PAYMENTS, INC.	02522	CC PAYMENTS OCT 2022 - REC	14.80
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	23.08
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	53.54
TODD COLLINS	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	50.00
PLB PLANNING GROUP LLC	02504	CONSULTATION - CODE	320.00
SELBY LAWN CARE	02736	LAWN CARE - ELECTRIC	125.00
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	47.94
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	64.99
RESCO	00392	METERS - ELECTRIC	481.25
RESCO	00392	STREET LIGHT- ELECTRIC	566.22
TODD DAVLIN	02696	MMEA CONFERENCE/TRAVEL - ELECTRIC	685.09
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,022.73
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	2,474.35

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	16.83
SLC METER LLC	02286	BATTERIES - WATER	476.76
CORRIGAN OIL CO, NO. 11	02693	DIESEL - MTR POOL	876.07
CORRIGAN OIL CO, NO. 11	02693	DIESEL - MTR POOL	862.85
AECOM TECHNICAL SERVICES	01810	DAM SAFETY CONSULTING - ELECT APPRV RES 22-28	6,386.76
REED & HOPPES, INC.	00390	TOWING - WATER	152.00
FAMILY FARM & HOME	01972	SUPPLIES - LOC STS	35.97
COOK BROS EXCAVATING	00101	LIMESTONE CHIPS - WATER	87.50
MANER COSTERISAN	02588	FINANCIAL STMT AUDIT FOR FISCAL YR END JUNE 202	3,000.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	15,421.00
FAMILY FARM & HOME	01972	VACCUME FILTER, CART, LIME RUST CLEANER - WW	38.96
BRIAN RUSSELL	00593	OFFICIAL - REC	1,682.00
EMMA HONSO WITZ	02572	OFFICIAL - REC	36.00
MICHIGAN MUNICIPAL WC FUND	00291	WORKERS COMP PAYROLL AUDIT - VAR DEPTS	879.00
MANER COSTERISAN	02588	CONTRACTUAL SVCS - GEN	540.00
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
GRAINGER, INC.	00172	SOLENOID VALVE, WIPES - WW	439.37
SCOTTY'S CONSTRUCTION, LLC	02732	CONTRACT UNDERGROUND DIST LINE - ELEC APP CONSE	9,900.00
COOK BROS EXCAVATING	00101	SANI SWR MAIN REPAIR SMITH ST - WW	2,125.00
KARA DOUGHERTY	02767	ASSESSING SERVICES 1ST HALF OF NOV 2022 - ASSES	1,583.33
AT&T	00686	PHONE SERVICE - GENERAL	94.88
AT&T	00686	PHONE SERVICE - ELECTRIC	142.32
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	189.75
AT&T	00686	PHONE SVC - WASTE WATER	210.98
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	229.47
AT&T	00686	PHONE SERVICE - GENERAL	764.94
USA TODAY NETWORK	02501	COUNCIL MEETING SYNOPSIS - GEN	218.66
PAMA	01370	COOK BRO'S EXCAVATING 40% - COMM PROMO	5,945.10
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	386.19
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	37.33
ALT PRINTING CO.	02712	MENS SB CHAMP SHIRTS - REC	132.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
S&K PRINTING	00400	WINTER TAX BILLS - GEN	395.00
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	146.00
FLEIS & VANDENBRINK	00153	GEN ENGINEERING SVCS - GEN	303.50
POWER LINE SUPPLY COMPANY	00389	DISTRIBUTION INVENTORY - ELECTRIC	666.48
PLEUNE SERVICE COMPANY INC.	00741	BOILER REPAIR - ELECTRIC	2,041.57
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	417.13
BRETT PETTIT	01528	OFFICIAL - REC	94.00
COOK BROS EXCAVATING	00101	CRUSHED CONCRETE - ELECTRIC	245.00
PAMA	01370	CONT TO PAMA 40% - COMM PROMO	40,475.81
COOK BROS EXCAVATING	00101	CRUSHED CONCRETE - ELECTRIC	1,020.00
CORE TECHNOLOGY CORPORATION	02419	ANNUAL FEE TIMS/RMS DATA SHARING - POLICE	3,421.00
FLEIS & VANDENBRINK	00153	KENT ST IMPROV - MAJ STS	5,839.00
GRP ENGINEERING INC.	01994	GIS ENGINEERING - ELECTRIC	875.00
KENDALL ELECTRIC	00225	INVENTORY - ELECTRIC	255.07
KODIAK EMERGENCY VEHICLES	02224	UPFITTING NEW PATROL CAR - POLICE	1,728.76
LA CROSSE SEED	02112	DISTRIBUTION SYSTEM - ELECTRIC	896.50
MENARDS	00260	HARDWARE SUPPLIES - ELECTRIC	521.48
MPARKS	00296	MPARKS MEMBERSHIP - PARKS	166.00
PACE ANALYTICAL SERVICES, INC.	02435	DIESEL CLEAN UP ANALYSIS - ELECTRIC	754.77
POWER LINE SUPPLY COMPANY	00389	SAFETY SUPPLIES - ELECTRIC	240.00
POWER LINE SUPPLY COMPANY	00389	SAFETY VEST - ELECTRIC	198.00
POWER LINE SUPPLY COMPANY	00389	TOOLS - ELECTRIC	122.00
RESCO	00392	STREET LIGHTS - ELECTRIC	3,699.60
RESCO	00392	SECT CABINETS - ELECTRIC	5,499.45
TRUCK & TRAILER	00461	ADDITIONAL PYMT FOR SNOW PLOW - MTR POOL	2,273.00
R.C. SYSTEMS INC.	02486	RECPRO ANNUAL CONTRACT - REC, PARKS	3,625.00
DICKINSON WRIGHT PLLC	02244	LEGAL SERVICES - CODE	1,805.00
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	16.00
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	108.84
CONSUMERS ENERGY	00095	GAS SERVICE - WW	18.15
CONSUMERS ENERGY	00095	GAS SERVICE - WW	658.38

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	569.09
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	157.43
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	49.47
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	639.90
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	21.41
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	13.10
ED LEIK	MISC	LEIK GROVE MI WILDFLOWER FARM REIM - COMM PROM	84.80
GRAINGER, INC.	00172	SUPPLIES - MAJ STS	42.38
TIMBER TREE SERVICES LLC	01817	TRIM TREE - LOC STS	500.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	900.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	900.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - LOC STS	1,100.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	625.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	375.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	1,675.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	2,000.00
Total:			\$183,590.54

**BI-WEEKLY
WAGE REPORT
November 14, 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.	12,889.18	110,335.80	3,948.28	31,919.85	16,837.46	142,255.65
ASSESSOR	-	-	-	-	-	-
CEMETERY	4,285.51	52,623.00	1,873.11	12,981.13	6,158.62	65,604.13
POLICE	12,717.31	141,334.08	3,645.60	32,795.64	16,362.91	174,129.72
CODE ENFORCEMENT	142.09	914.36	10.88	71.10	152.97	985.46
PARKS	3,491.26	43,071.52	660.76	5,717.38	4,152.02	48,788.90
INCOME TAX	2,307.45	23,169.04	723.89	6,289.32	3,031.34	29,458.36
MAJOR STREETS	4,142.01	36,311.94	2,306.98	13,636.59	6,448.99	49,948.53
LOCAL STREETS	3,933.00	35,501.09	2,067.01	13,002.39	6,000.01	48,503.48
RECREATION	1,530.36	4,696.67	208.79	869.31	1,739.15	5,565.98
AMBULANCE	17,605.45	174,129.86	3,328.25	30,944.07	20,933.70	205,073.93
DDA	2,410.76	24,810.92	440.59	4,226.76	2,851.35	29,037.68
ELECTRIC	23,012.18	225,213.93	8,993.70	67,632.08	32,005.88	292,846.01
WASTEWATER	8,654.00	81,506.57	3,304.62	22,835.13	11,958.62	104,341.70
WATER	6,928.97	66,506.01	2,504.35	21,972.24	9,433.32	88,478.25
MOTOR POOL	1,045.34	7,257.09	346.57	1,901.44	1,391.91	9,158.53
TOTALS:	105,094.87	1,027,381.88	34,363.38	266,794.43	139,458.25	1,294,176.31

**BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 11/16/2022
MEETING DATE 11/21/2022**

Fund	Description	Beginning Balance 11/03/2022	Total Cash in	Total Cash out	Cash Balance 11/16/2022	Time Certificates	Ending Balance 11/16/2022
101	GENERAL FUND	1,649,360.47	150,862.52	(160,106.07)	1,640,116.92	235,000.00	1,875,116.92
105	INCOME TAX FUND	126,077.90	50,336.12	(56,718.90)	119,695.12	10,000.00	129,695.12
150	CEMETERY PERPETUAL CARE FUND	62,857.51	50.00	-	62,907.51		62,907.51
202	MAJOR STREETS FUND	428,068.16	11,242.54	(47,666.79)	391,643.91		391,643.91
203	LOCAL STREETS FUND	161,891.20	10,685.78	(31,975.95)	140,601.03		140,601.03
208	RECREATION FUND	56,705.23	8,081.00	(6,800.77)	57,985.46		57,985.46
210	AMBULANCE FUND	245,636.22	35,872.43	(53,186.40)	228,322.25		228,322.25
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	569,638.30	5,451.35	(6,002.70)	569,086.95		569,086.95
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	14,063.17	4,661.64	(12.37)	18,712.44		18,712.44
582	ELECTRIC FUND	2,479,360.85	200,593.92	(176,668.30)	2,503,286.47	530,000.00	3,033,286.47
590	WASTEWATER FUND	(4,621.33)	95,452.06	(209,555.98)	(118,725.25)		(118,725.25)
591	WATER FUND	474,737.78	40,890.64	(338,812.98)	176,815.44	420,000.00	574,043.44
661	MOTOR POOL FUND	198,991.67	24,679.67	(26,325.72)	197,345.62		197,345.62
703	CURRENT TAX FUND	6,639.47	6,577.32	0.00	13,216.79		13,216.79
	TOTAL - ALL FUNDS	6,472,768.85	645,436.99	(1,113,832.93)	6,004,372.91	1,195,000.00	7,176,600.91
					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	1,452,331.56	1,452,331.56
					ELECTRIC-PRIN & INT ESCROW	126,269.72	126,269.72
					WASTEWATER DEBT ESCROW	366,167.05	366,167.05
					WASTEWATER REPAIR ESCROW	278,327.31	278,327.31
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	29,857.00	29,857.00
							10,353,517.77

*Customer Deposit Breakdown

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

User: ABAUM

DB: Portland

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2022	MONTH 10/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,181,528.00	1,149,768.77	585,307.61	31,759.23	97.31
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	1,669.29	1,669.29	3,680.71	31.20
101-000-447.000	TAX COLLECTION FEES	45,500.00	37,002.63	20,342.89	8,497.37	81.32
101-000-451.000	SPECIAL ASSESSMENT FEES	0.00	5.38	0.00	(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	0.00	13,755.26	21.40
101-000-490.000	NON-BUSINESS PERMITS	75,000.00	44,906.00	17,409.00	30,094.00	59.87
101-000-543.000	ACT 302 POLICE TRAINING GRANT	600.00	305.60	305.60	294.40	50.93
101-000-570.000	LIQUOR FEES	3,900.00	3,870.35	799.65	29.65	99.24
101-000-574.000	REVENUE SHARING-CONST SALES	370,456.00	148,715.00	75,887.00	221,741.00	40.14
101-000-574.001	REVENUE SHARING-STAT SALES	114,162.00	39,194.00	20,167.00	74,968.00	34.33
101-000-623.000	TRANSCRIPT FEES	700.00	162.00	62.00	538.00	23.14
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	109,675.32	27,418.83	219,350.68	33.33
101-000-630.000	CEMETERY LOT SALES	9,000.00	3,050.00	2,100.00	5,950.00	33.89
101-000-633.000	CEMETERY CARE FEES	6,000.00	4,211.20	2,944.00	1,788.80	70.19
101-000-634.000	GRAVE OPENING FEES	12,500.00	4,625.00	1,275.00	7,875.00	37.00
101-000-656.000	DISTRICT COURT FINES	6,500.00	3,007.49	1,108.65	3,492.51	46.27
101-000-661.000	PARKING FINES	2,000.00	20.00	0.00	1,980.00	1.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	600.00	190.00	1,900.00	24.00
101-000-665.000	INTEREST INCOME	0.00	3,136.88	710.00	(3,136.88)	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	955.36	4.33	(955.36)	100.00
101-000-667.000	RENTAL INCOME	9,000.00	2,540.00	575.00	6,460.00	28.22
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	125.00	0.00	(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	2,290.12	4.20	(2,290.12)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	4,500.00	5,953.38	0.00	(1,453.38)	132.30
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	38,710.00	12,710.62	2,408.71	25,999.38	32.84
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	56.29	28.24	(56.29)	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	1,584,198.82	760,717.00	933,381.18	62.93
Expenditures						
100	COUNCIL	25,285.00	4,779.96	0.00	20,505.04	18.90
172	CITY MANAGER	211,189.00	60,297.06	20,201.23	150,891.94	28.55
201	GENERAL ADMINISTRATION	449,818.00	169,875.53	28,363.89	279,942.47	37.77
257	ASSESSING	54,462.00	19,020.60	5,328.78	35,441.40	34.92
262	ELECTIONS	10,550.00	4,976.78	1,551.44	5,573.22	47.17
265	CITY HALL	88,552.00	43,377.73	9,290.20	45,174.27	48.99
301	POLICE	808,075.00	197,747.85	55,690.79	610,327.15	24.47
371	CODE ENFORCEMENT	46,291.00	9,921.51	2,014.63	36,369.49	21.43
567	CEMETERY	207,173.00	69,664.25	22,429.35	137,508.75	33.63
707	COMMUNITY PROMOTIONS	525,872.00	212,849.32	51,032.89	313,022.68	40.48
728	ECONOMIC DEVELOPMENT	21,750.00	11,155.39	1,612.85	10,594.61	51.29
751	PARKS	236,703.00	100,579.00	27,881.27	136,124.00	42.49
TOTAL EXPENDITURES		2,685,720.00	904,244.98	225,397.32	1,781,475.02	33.67

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
		AMENDED BUDGET	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	2,517,580.00	1,584,198.82	760,717.00	933,381.18	62.93
	TOTAL EXPENDITURES	2,685,720.00	904,244.98	225,397.32	1,781,475.02	33.67
	NET OF REVENUES & EXPENDITURES	(168,140.00)	679,953.84	535,319.68	(848,093.84)	404.40

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	805,400.00	189,638.27	117,297.15	615,761.73	23.55
	TOTAL EXPENDITURES	1,127,034.00	56,761.91	16,966.42	1,070,272.09	5.04
	NET OF REVENUES & EXPENDITURES	(321,634.00)	132,876.36	100,330.73	(454,510.36)	41.31
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	1,273,478.00	118,099.31	34,900.61	1,155,378.69	9.27
	TOTAL EXPENDITURES	1,388,032.00	125,718.50	43,176.92	1,262,313.50	9.06
	NET OF REVENUES & EXPENDITURES	(114,554.00)	(7,619.19)	(8,276.31)	(106,934.81)	6.65
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	358,239.00	116,201.76	57,743.28	242,037.24	32.44
	TOTAL EXPENDITURES	486,737.00	192,987.83	26,721.51	293,749.17	39.65
	NET OF REVENUES & EXPENDITURES	(128,498.00)	(76,786.07)	31,021.77	(51,711.93)	59.76
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	82,646.00	16,270.31	1,081.83	66,375.69	19.69
	TOTAL EXPENDITURES	108,646.00	19,531.99	3,634.43	89,114.01	17.98
	NET OF REVENUES & EXPENDITURES	(26,000.00)	(3,261.68)	(2,552.60)	(22,738.32)	12.54
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	804,680.00	497,572.59	43,915.64	307,107.41	61.83
	TOTAL EXPENDITURES	863,166.00	285,800.38	74,099.17	577,365.62	33.11
	NET OF REVENUES & EXPENDITURES	(58,486.00)	211,772.21	(30,183.53)	(270,258.21)	362.09
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	324,535.00	296,438.26	274,675.80	28,096.74	91.34
	TOTAL EXPENDITURES	161,640.00	67,606.88	20,785.14	94,033.12	41.83
	NET OF REVENUES & EXPENDITURES	162,895.00	228,831.38	253,890.66	(65,936.38)	140.48
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	152,550.00	38,493.27	12,772.50	114,056.73	25.23
	TOTAL EXPENDITURES	151,050.00	38,153.85	0.00	112,896.15	25.26
	NET OF REVENUES & EXPENDITURES	1,500.00	339.42	12,772.50	1,160.58	22.63
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	4,766,525.00	1,693,042.19	560,414.65	3,073,482.81	35.52
	TOTAL EXPENDITURES	5,734,476.00	1,589,886.61	275,613.52	4,144,589.39	27.73
	NET OF REVENUES & EXPENDITURES	(967,951.00)	103,155.58	284,801.13	(1,071,106.58)	10.66
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,445,848.50	344,685.38	128,796.44	1,101,163.12	23.84
	TOTAL EXPENDITURES	1,731,716.50	521,045.24	166,033.08	1,210,671.26	30.09
	NET OF REVENUES & EXPENDITURES	(285,868.00)	(176,359.86)	(37,236.64)	(109,508.14)	61.69

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 10/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	10/31/2022 NORMAL (ABNORMAL)	MONTH 10/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
	TOTAL REVENUES	776,965.00	245,856.56	79,952.07	531,108.44	31.64		
	TOTAL EXPENDITURES	1,377,420.00	466,100.36	58,654.64	911,319.64	33.84		
	NET OF REVENUES & EXPENDITURES	(600,455.00)	(220,243.80)	21,297.43	(380,211.20)	36.68		
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
	TOTAL REVENUES	524,467.00	85,735.37	15,116.20	438,731.63	16.35		
	TOTAL EXPENDITURES	727,828.00	258,483.74	16,277.34	469,344.26	35.51		
	NET OF REVENUES & EXPENDITURES	(203,361.00)	(172,748.37)	(1,161.14)	(30,612.63)	84.95		
TOTAL REVENUES - ALL FUNDS								
	TOTAL REVENUES	11,315,333.50	3,642,033.27	1,326,666.17	7,673,300.23	32.19		
TOTAL EXPENDITURES - ALL FUNDS								
	TOTAL EXPENDITURES	13,857,745.50	3,622,077.29	701,962.17	10,235,668.21	26.14		
	NET OF REVENUES & EXPENDITURES	(2,542,412.00)	19,955.98	624,704.00	(2,562,367.98)	0.78		

Portland Area Municipal Authority

GOVERNMENTAL UNITS

City of Portland

Portland Township

Danby Township

November 11, 2022

Current Bills

Cook Brothers Excavating, Inc

\$ 14,862.74

Total:

\$ 14,862.74

City of Portland 40% of \$ 14,862.74 = Balance due \$ 5,945.10

Cook Brothers Excavating, Inc.
 7974 Lyons Rd.
 Portland, Michigan 48875

Invoice

Phone # 3176470250 DIANE@COOKBROS.COM

Date	Invoice #
10/1/2022	60153

PAMA BOARD

SUBDIVISION	ADDRESS

Quantity	DESCRIPTION	RATE	AMOUNT
14	SEPTEMBER 19, 2022 - SET UP , GET ELECTRIC DISCONNECTED AND TAKE DOWN ANTENNAS LABOR	60.00	840.00
	RENTED LIFTS	7,457.74	7,457.74
23.5	SEPTEMBER 22, 2022 - START TO TAKE DOWN HOSE TOWER HI - BALL CRANE COMPANY - REMOVE TOP LABOR	2,085.00 60.00	2,085.00 1,410.00
2	SEPTEMBER 23, 2022 - CONTINUE REMOVING TOWER 257 SKIDSTEER	125.00	250.00
13	TRI AXLE TRUCK	130.00	165.00
13.5	LABOR	60.00	810.00
3	SEPTEMBER 26, 2022 - FINISH REMOVING BLOCK, LOAD AND HAUL AWAY 257 SKIDSTEER	125.00	375.00
2	TRI AXLE TRUCK-TRUCKING BRICKS AWAY	110.00	220.00
	GENERATOR AND TORCHES	200.00	200.00
17.5	LABOR	60.00	1,050.00
	Tax	6.00%	0.00

THANK YOU!!	NET 15, 1.5% APPLIED TO PAST DUE INVOICES	Total	\$14,662.74
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Portland Area Municipal Authority

	GOVERNMENTAL UNITS	
City of Portland	Portland Township	Danby Township
	November 16, 2022	
	Current Bills	
		\$ 96,410.63
Michigan Steel & Trim, Inc		\$ 4,778.89
Nielsen Commercial Construction, Inc.		
		\$ 101,189.52
Total:		

City of Portland 40% of \$ 101,189.52 = Balance due \$ 40,475.81



Michigan Steel and Trim, Inc.

PO Box 346
349 N. Water St.
Portland, MI 48875

Invoice

Bill To
Portland Fire Department John Baker 773 E. Grand River Portland, MI 48875

Ship To

Invoice Date	Invoice #	Terms	Ship	Via	P.O. Number
11/16/2022	10432		11/16/2022		
Quantity	Description	Price Each	Amount		
9,301	Rustic Red- 26g Primary 16" Standing Seam w/ 1" Snaplock Full striation in panel - Main Roof 262 @ 35' 6"	3.95	36,738.95T		
180	Rustic Red- 26g Primary 16" Standing Seam w/ 1" Snaplock Full striation in panel - Front Door Roof	3.95	711.00T		
19	Rustic Red- 26g Standing Seam Ridge Cap	27.36	519.84T		
38	Rustic Red- 26g Standing Seam Z Trim vented	7.20	273.60T		
20	Rustic Red- 26g Standing Seam Residential Rake	18.65	373.00T		
20	Rustic Red- 26g Standing Seam Z Trim solid	7.20	144.00T		
38	Rustic Red- 26g Standing Seam Drip Edge	21.60	820.80T		
30	Rustic Red- 26g Primary FLAT STOCK	3.95	118.50T		
5,000	Pancake Screw 1" Buildex for Snaplock	0.07	350.00T		
20	3/32" x 3/8" x 45' Butyl Sealant	4.95	99.00T		
24	Nova Flex Rustic Red MR 182	8.99	215.76T		
350	Painted Stainless Steel Rivet	0.12	42.00T		
18	Flex-O-Vent	24.75	445.50T		
65	Metal Seal Ice & Water 2sq Roll	109.59	7,123.35T		
2	Paslode 3 x .120 RS HDG ACQ	85.25	170.50T		
3	Pipe Boot Round #4 3"-6-1/4"	11.78	35.34T		
9	Pipe Boot Round High Temp #4 3"-6-1/4"	22.00	198.00T		
1	Pipe Boot Round High Temp #7 6"-11"	50.00	50.00T		
3	Flashing for power vents	350.00	1,050.00		
1	Tearoff of existing shingles and underlayment, renaill roof deck, install new underlayment	13,168.00	13,168.00		
Total					
Payments/Credits					
Balance Due					



Michigan Steel and Trim, Inc.

PO Box 346
349 N. Water St.
Portland, MI 48875

Invoice

Bill To
Portland Fire Department John Baker 773 E. Grand River Portland, MI 48875

Ship To

Invoice Date	Invoice #	Terms	Ship	Via	P.O. Number
11/16/2022	10432		11/16/2022		
Quantity	Description	Price Each	Amount		
1	Installation **Note that install price includes installation of new materials, unforeseen circumstances such as damaged or rotted sheathing will be charged separate**	57,988.00	57,988.00		
58	Black- Fascia Trim 1.5" x 6"	11.43	662.94T		
58	Black- F Channel	7.82	453.56T		
350	Black Soffit Chops up to 4' Vented *Specify Cut*	10.12	3,542.00T		
204	Black Soffit Chops up to 3' Solid *Specify Cut*	7.50	1,530.00T		
5	Black- Stainless Steel Trim Nails 1lb Box	11.83	59.15T		
580	Remove existing soffit and fascia and install new	20.00	11,600.00		
11	Black Board and Batten	325.00	3,575.00T		
55	1x4-12' SPF #3 & Btr Boards	8.20	451.00T		
4	4x4' louvered side cupola with base and weather vane (specify type)	2,225.46	8,901.84T		
-1	Upfront Deposit	55,000.00	-55,000.00		

All claims for shortage or errors must be made at once, returns require authorization and are subject to handling charges. Special orders are non-returnable. Past due invoices subject to 1.5% late charge.

Total	\$96,410.63
Payments/Credits	\$0.00
Balance Due	\$96,410.63



Nielsen Commercial Construction Company
 Powered by RedTeam

INVOICE NUMBER 2720001-004

11/15/2022

Portland Area Municipal Authority
 Marcy Lay
 773 E. Grand River Ave.
 Portland, MI 48875

RE: PAMA_FD/PD Renovation-8050 - Portland Area Municipal Authority

Facility Name: Portland Area Municipal Authority

Service Location: Portland Area Municipal Authority, 773 E. Grand River Ave., Portland, MI 48875

Customer Contract ID:

Please accept our invoice for work completed on the project referenced above.

General Description of Work Completed:

*FINAL BILLING: 8-19-22 Thru 11-15-22

***NOTE: We deducted (\$3,937.73) from this invoice, which was the amount overpaid per revised invoice.

Invoice Summary:

Project Value	70,406.75
Completed and Stored To Date	70,406.75
Retainage	0.00
Total Completed Less Retainage	70,406.75
Less Previous Amount Billed	65,627.86
Current Amount	\$ 4,778.89

This Amount is Due on 12/15/2022.

Please remit payment to: Nielsen Commercial Construction Company Inc.
 4604 West Holt Rd.
 Holt, MI 48842

The following Attachment is hereby incorporated by reference:

-none-

Please contact me via email at mriggins@nielsenconstructioninc.com or by telephone at 517-898-7103 if you have questions or require additional information.

Regards,

Nielsen Commercial Construction Company

Matt Riggins
 Project Manager



Nielsen Commercial Construction Company
 Powered by RedTeam

CONSTRUCTION MANAGEMENT

11/15/2022

Marcy Lay
 Portland Area Municipal Authority
 773 E. Grand River Ave.
 Portland, MI 48875

Re: Our Change Proposal 2720001-04 for **Final Billing: 8-19-22 Thru 11-15-22**

Project: PAMA_FD/PD Renovation-8050
 Portland Area Municipal Authority
 Portland Area Municipal Authority, 773 E. Grand River Ave., Portland, MI 48875

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference.

Therefore, we propose to change the following:

Final Billing: 8-19-22 Thru 11-15-22

Price: **\$ 4,778.89** *Four Thousand Seven Hundred Seventy Eight Dollars and Eighty Nine Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): None.

Expiration: This Proposal shall remain open for 30 calendar day(s).

Please contact me at 517-898-7103 or via e-mail mriggins@nielsenconstructioninc.com if you have any questions or require additional information.

Regards,
Nielsen Commercial Construction Company

Matt Riggins
 Project Manager

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Client Signature: _____

Portland Area Municipal Authority

Date: _____



**Nielsen Commercial
Construction Company**
Powered by RedTeam

NEGOTIATED PRICING
Including Item Details

2720001 - 04 - Final Billing: 8-19-22 Thru 11-15-22

As of 11/15/2022

Manager: Matt Riggins
Authorized Change 04

	Description	Quantity U/M	Labor (\$)	Material (\$)	Subcontract (\$)	Equipment (\$)	Other (\$)	Total (\$)
01000	Architecture Services	1.00 I/s	0.00	0.00	3,173.58	0.00	0.00	3,173.58
	Mayotte Group Architects	1.00 I/s	Subcontract @	3,173.58	=			3,173.58
	<i>Architectural Services per Attached Invoice</i>							
010000	Overpayment	1.00 I/s	0.00	0.00	0.00	0.00	-3,937.73	-3,937.73
	Overpayment	1.00 I/s	Other @	(3,937.73)	=			-3,937.73
	<i>-Amount Paid Over Revised Invoice</i>							
010006	Nielsen Construction	1.00 I/s	2,708.21	485.58	0.00	0.00	0.00	3,193.79
	Labor	1.00 I/s	Labor @	2,708.21	=			2,708.21
	<i>-Carpenter Foreman: (25.32) Hours @ \$71.21/hr. = \$1,803.04</i>							
	<i>-Laborer Foreman: (16.28) Hours @ \$55.60/hr. = \$905.17</i>							
	Materials:	1.00 I/s	Material @	380.58	=			380.58
	<i>(1) Lot Home Depot: \$59.94</i>							
	<i>(1) Menard's: \$34.39</i>							
	<i>(1) Metal Frames: \$286.25</i>							
	Capital City Janitorial	1.00 I/s	Material @	105.00	=			105.00
	<i>Construction Cleanup per Attached Invoice</i>							
096000	Flooring	1.00 I/s	0.00	0.00	527.28	0.00	0.00	527.28
	Superior Floor Coverings	1.00 I/s	Subcontract @	527.28	=			527.28
	<i>-Installation of Cove Base</i>							
099000	Painting and Wallcoverings	1.00 I/s	0.00	0.00	661.89	0.00	0.00	661.89
	Large Company	1.00 I/s	Subcontract @	661.89	=			661.89
	<i>-Painting Work per Attached Invoice</i>							
220000	Plumbing	1.00 I/s	0.00	0.00	745.00	0.00	0.00	745.00
	Johnson & Wood	1.00 I/s	Subcontract @	745.00	=			745.00
	<i>-Plumbing Work per Attached Invoice</i>							

SUBTOTAL DIRECT COSTS	2,708.21	485.58	5,107.75	0.00	-3,937.73	4,363.81
Indirect Costs	135.41	24.28	255.39	0.00	0.00	
Indirect Cost Allocation Rates	5.00%	5.00%	5.00%	5.00%	0.00%	
TOTAL DIRECT & INDIRECT COSTS	2,843.62	509.86	5,363.14	0.00	-3,937.73	4,778.89
Fee					0.00%	0.00
TOTAL PRICE						4,778.89

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF CONSUMERS ENERGY
COMPANY
CASE NO. U-21257

- Consumers Energy Company requests Michigan Public Service Commission's approval to implement a power supply cost recovery plan for the twelve months ending December 31, 2023.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: Wednesday, November 30, 2022 at 9:00 AM

BEFORE: Administrative Law Judge Sharon Feldman

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscedockets@michigan.gov in advance of the hearing



ONE ENERGY PLAZA
JACKSON MI 49202

PRESORTED
FIRST CLASS MAIL
US POSTAGE PAID
CONSUMERS ENERGY CO

489
TR 3

*****AUTO**ALL FOR AADC 488

Clerk, City of Portland
259 Kent St
Portland MI 48875-1458



The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) September 30, 2022 application requesting the Commission to: 1) approve for 2023 a maximum monthly Power Supply Cost Recovery (PSCR) factor of not less than \$0.02700 per kWh for all classes of customers as proposed by Consumers Energy; 2) approve the PSCR Plan for 2023 as proposed by Consumers Energy; 3) grant Consumers Energy authority to continue to roll in prior year PSCR over or under-recoveries into the current plan year; and 4) grant Consumers Energy further and additional relief as may be appropriate.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by May 19, 2022. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-21257. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, and R 792.10401 through R 792.10448.

**THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE,
REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.**

2210-E