



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

7:00 P.M. Monday, December 19, 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>Excuse the Absence of Council Member Sheehan</u>	Decision
7:04 PM	V. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	VI. <u>City Manager Report</u>	
	VII. <u>Presentations</u> - None	
	VIII. <u>Public Hearing(s)</u> - None	
	IX. <u>Old Business</u> - None	
	X. <u>New Business</u>	
7:15 PM	A. Proposed Resolution 22-93 Approving Michigan Wood Fibers Quote for Wood Waste Processing and Compost Removal	Decision
7:18 PM	B. Proposed Resolution 22-94 to Amend the Budget for Fiscal Year 2022-2023	Decision
7:20 PM	C. Proposed Resolution 22-95 Approving 2023 City Council Meeting Dates	Decision
7:23 PM	D. Proposed Resolution 22-96 Confirming the Mayor’s Appointment to City Boards and Commissions	Decision
7:25 PM	XI. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on December 5, 2022	
	B. Payment of Invoices in the Amount of \$263,631.10 and Payroll in the Amount of \$134,197.97 for a Total of \$397,829.07	
	C. Purchase Orders over \$5,000.00 1. Portland Area Fire Authority in the Amount of \$31,504.51 for 3 rd Quarter Fire Services	
	XII. <u>Communications</u>	
	A. Wastewater Treatment Plant Report – November 2022	
	B. Ionia County Central Dispatch Report – November 2022	
	C. Ionia County Board of Commissioners Agenda - December 6, 2022	
	D. Ionia County Board of Commissioners Agenda – December 13, 2022	

<u>Estimated Time</u>
7:28 PM
7:30 PM
7:35 PM
7:40 PM

- XIII. Other Business – None
- XIV. City Manager Comments
- XV. Council Comments
- XVI. 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. 22-93

**A RESOLUTION APPROVING A MICHIGAN WOOD FIBERS FOR
WOOD WASTE PROCESSING AND COMPOST REMOVAL**

WHEREAS, the Department of Public Works (DPW) is charged with the responsibility of collecting certain yard waste and debris as a service to the residents of the City, including leaf and brush removal; and

WHEREAS, the Director of Public Works is recommending that the City contract with a company to safely remove the accumulated brush and compost piles; and

WHEREAS, the Director of Public Works sought bids and received a low bid of \$21,250.00 from Michigan Wood Fibers to perform this work, a copy of which is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the bid from Michigan Wood Fibers for wood waste processing and compost removal for \$21,250.00, 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: December 19, 2022

Monique I. Miller, City Clerk



MULCH | BARK | WOOD CHIPS | SAWDUST | WOOD FUEL | WOOD RECYCLING

9426 Henry Court, Zeeland, Michigan 49464

800-81-MULCH | 616-875-2241 | Fax: 616-875-2245

www.MichiganWoodFibers.com

City of Portland
ATTN: Ken Gensterblum
451 Morse Dr.
Portland, MI 48875

12/5/22

RE: Grinding Quote and Leaf Removal

Dear Ken,

Thank you for considering Michigan Wood Fibers for your wood grinding/recycling needs. Our services offer high volume waste wood grinding and product recycling. We offer portable grinding service to help reduce the waste volume to create a useful product. Our machinery has the capability to grind stumps, logs, brush, pallets, leaves, and many other products.

Pricing is based on the amount of material currently at the jobsite at 451 Morse Dr Portland, MI 48875. The price for this completed job is \$21,250. This pricing includes all mobilization cost, the grinding of the logs and brush pile, removal of processed wood material, and removal of the leaf pile that is on site. Completion will take place prior to April 1, 2023.

Terms are Net 30 days after the date of job completion. Job can be completed within 30 days of notification of being award the bid.

Michigan Wood Fibers is a registered composting facility with the Michigan Department of Environmental Quality. References are available upon request. Please feel free to contact me at 616-875-2241 with any questions or concerns you may have.

Kind Regards,

Grant Weaver
VP of Operations

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-94

**A RESOLUTION TO AMEND THE BUDGET
FOR FISCAL YEAR 2022-2023**

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

WHEREAS, the Finance Director has reviewed current fund balances and expenditures for FY 2022-2023 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the 2022-2023 fiscal budget amendments as listed on the attached Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 19, 2022

Monique I. Miller, City Clerk

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND - 2ND QUARTER 22-23

GL Number	DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)
101-000-662.000	DRUG FORFEITURE MONEY	2,759.00
101-000-699.150	TRANSFER FROM PERP CARE	150.00
101-000-699.150	TRANSFER FROM PERP CARE	50.00
151-201-995.101	TRANSFER TO GENERAL FUND	150.00
101-257-806.000	DATA PROCESSING	900.00
101-257-958.000	DUES & SUBSCRIPTIONS	500.00
		<u>1,400.00</u>
101-265-923.000	WATER	2,800.00
101-265-924.000	SEWER	300.00
101-265-930.000	M & R BUILDING	26,000.00
		<u>29,100.00</u>
101-301-931.000	M & R EQUIPMENT	2,759.00
101-301-960.000	EDUCATION & TRAINING	500.00
		<u>3,259.00</u>
101-371-706.000	S & W PARTTIME	2,000.00
101-371-806.000	DATA PROCESSING	200.00
		<u>2,200.00</u>
101-567-740.000	OPERATING SUPPLIES	(310.00)
101-567-934.000	M & R OFFICE EQUIPMENT	310.00
		<u>0.00</u>
101-707-806.000	DATA PROCESSING-CITY WEBSITE	5,410.00
101-751-740.000	OPERATING SUPPLIES	(310.00)
101-751-806.000	DATA PROCESSING	2,000.00
101-751-923.000	WATER	15,000.00
101-751-924.000	SEWER	4,600.00
101-751-934.000	M & R OFFICE EQUIPMENT	310.00
101-751-960.000	EDUCATION & TRAINING	350.00
		<u>21,950.00</u>
202-452-974.006	SIDEWALK IMPROVEMENTS	1,891.00
202-463-960.000	EDUCATION & TRAINING	100.00
202-469-702.000	S & W FULLTIME	300.00
203-201-802.000	AUDIT SERVICE	300.00

BUDGET AMENDMENT DETAIL REPORT FOR CITY OF PORTLAND - 2ND QUARTER 22-23

GL Number	DESCRIPTION	CHANGE TO BUDGET INCREASE (DECREASE)
203-452-974.006	SIDEWALK IMPROVEMENTS	4,746.00
203-463-960.000	EDUCATION & TRAINING	100.00
210-302-956.000	MISCELLANEOUS EXPENSES	2,000.00
210-302-960.000	EDUCATION & TRAINING	300.00
		<hr/> 2,300.00
248-267-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	1,400.00
248-267-740.004	OPERATING SUPPLIES-ER COMMITTEE	100.00
248-267-740.008	OPERATING SUPPLIES - BEER FEST	2,000.00
248-267-886.000	FIREWORKS (DDA)	3,500.00
248-267-960.000	EDUCATION & TRAINING	100.00
		<hr/> 7,100.00
582-539-702.000	S & W FULLTIME	10,000.00
582-539-707.000	S& W STANDBY PAY	2,000.00
582-539-745.001	FUEL-DIESEL GENERATION	1,500.00
582-539-931.000	M & R EQUIPMENT	112,000.00
582-539-937.000	M & R HYDRO	6,000.00
582-539-938.000	M & R STREET LIGHTS	12,000.00
582-539-960.000	EDUCATION & TRAINING	600.00
582-539-977.000	CAPITAL OUTLAY-EQUIPMENT	13,300.00
		<hr/> 157,400.00
590-000-698.000	BOND PROCEEDS-WW CONSTRUCTION	101,412.50
590-906-996.000	BOND ISSUANCE COSTS	101,412.50
590-548-734.000	SAFETY SUPPLIES	4,000.00
590-548-734.000	SAFETY SUPPLIES	(4,000.00)
		<hr/> 0.00
591-201-956.000	MISCELLANEOUS EXPENSES	2,130.00
661-201-993.000	INTEREST PAYMENT	1,420.00
661-441-960.000	EDUCATION & TRAINING	200.00
661-441-977.011	CAPITAL OUTLAY-SNOWPLOW	2,500.00
661-441-977.020	COMPACT TRACTOR	32,500.00
		<hr/> 35,200.00

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-95

A RESOLUTION APPROVING 2023 CITY COUNCIL MEETING DATES

WHEREAS, the Open Meetings Act requires public bodies to post a list of dates of all of the regular meetings within ten days of the first meeting in each calendar or fiscal year; and

WHEREAS, Section 2-19 of the Code of the City of Portland, Michigan provides:

2-19 Time and place.

Sec. 1. The Portland City Council shall conduct regular meetings on the first and third Monday of the month in the Council Chambers at City Hall commencing at 7:00 p.m. unless rescheduled to a date not less than seven (7) days after adoption of a resolution passed by the City Council which reschedules the regular meeting. Whenever a meeting date falls on a City holiday, the meeting shall be conducted on the next business day; and

WHEREAS, the City Clerk has prepared the attached listing of the 2023 regular meeting dates for the City Council, Planning Commission, ZBA, DDA, DDA Work Meeting, Board of Light & Power, and Parks and Recreation Board, a copy of which is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the list of proposed dates for the meeting of City Council for the year 2023 as set forth on the attached Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 19, 2022

Monique I. Miller, City Clerk

PUBLIC NOTICE

In compliance with the Open Meetings Act and the Portland City Charter, following are the dates for the regular meetings, unless otherwise noted, for Boards & Commissions of the City of Portland for 2023. Individuals with disabilities requiring auxiliary aids or services for any meeting may obtain a Request for Accommodations form at City Hall, or call the City Clerk at 517-647-3211 to have a form mailed to you.



CITY COUNCIL	
All meetings are held at 7:00 P.M., the first and third Monday of each month, in the Council Chambers at City Hall, 259 Kent St.	
Tuesday	January 3rd
Monday	January 16th
Monday	February 6th
Tuesday	February 21st
Monday	March 6th
Monday	March 20th
Monday	April 3rd
Monday	April 17th
Monday	May 1st
Monday	May 15th
Monday	June 5th
Monday	June 19th
Wednesday	July 5th
Monday	July 17th
Monday	August 7th
Monday	August 21st
Tuesday	September 5th
Monday	September 18th
Monday	October 2nd
Monday	October 16th
Monday	November 6th
Monday	November 20th
Monday	December 4th
Monday	December 18th

PLANNING COMMISSION	
All meetings are held at 7:00 P.M., the second Wednesday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI.	
Wednesday	January 11th
Wednesday	February 8th
Wednesday	March 8th
Wednesday	April 12th
Wednesday	May 10th
Wednesday	June 14th
Wednesday	July 12th
Wednesday	August 9th
Wednesday	September 13th
Wednesday	October 11th
Wednesday	November 8th
Wednesday	December 13th

BOARD OF LIGHT & POWER	
All meetings are held at 4:00 P.M., the last Tuesday of each month, at the Diesel Plant, 723 E. Grand River Ave., Portland, MI.	
Tuesday	January 31st
Tuesday	February 28th
Tuesday	March 28th
Tuesday	April 25th
Tuesday	May 30th
Tuesday	June 27th
Tuesday	July 25th
Tuesday	August 29th
Tuesday	September 26th
Tuesday	October 31st
Tuesday	November 28th
* No Meeting *	

DDA	
All meetings are held at 7:00 P.M., the fourth Monday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI.	
Monday	January 23rd
Monday	February 27th
Monday	March 27th
Monday	April 24th
Monday	May 22nd
Monday	June 26th
Monday	July 24th
Monday	August 28th
Monday	September 25th
Monday	October 23rd
Monday	November 27th
* No Meeting *	

PARKS & REC BOARD	
All meetings are held at 5:30 P.M., the third Monday of each month, in the Executive Board Room at City Hall, 259 Kent St., Portland, MI.	
Monday	January 16th
Tuesday	February 22nd
Monday	March 20th
Monday	April 17th
Monday	May 15th
* No Meeting *	
Monday	July 17th
Monday	August 21st
Monday	September 18th
Monday	October 16th
Monday	November 20th
* No Meeting *	

DDA - Work Meeting	
All meetings are held at 6:15 P.M., the second Tuesday of each month, at various locations noted below.	
China Buffet	January 10th
Hot Shots	Thurs, Feb 16th
Rivers Edge	March 14th
The Port	April 11th
Choc. Moose	May 9th
Pizza Shop	June 13th
Party Store	July 11th
Fabianos	August 8th
2Rivers Nut	September 12th
ConfluxCity	October 10th
Oliveras	November 14th
* No Meeting *	

ZONING BOARD OF APPEALS	
All meetings are held at 7:00 P.M., the second Monday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI.	
Monday	January 9th
Monday	February 13th
Monday	March 13th
Monday	April 10th
Monday	May 8th
Monday	June 12th
Monday	July 10th
Monday	August 14th
Monday	September 11th
Monday	October 9th
Monday	November 13th
Monday	December 11th

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-96

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT TO
CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Downtown Development Authority

-Mike Judd to a term expiring June 30, 2025

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointment as set forth above.
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: December 19, 2022

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 5, 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; Finance Officer Tolan; Police Chief Thomas; DDA Director ConnerWellman

Guests: Bill Tucker, CPA with Maner Costerisan; 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 agenda.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted that Bill Tucker, CPA with Maner Costerisan will present the results of the FY 2021/2022 Audit and thanked Finance Officer Tolan and city staff for their work on the audit and throughout the year.

City Manager Gorman noted the City of Portland has been named in a recount petition for Proposals 2 and 3 based on the results of the November 8, 2022, General Election.

City Clerk Miller provided additional information on the recount.

City Manager Gorman stated a design review meeting for the Kent Street Improvement Project will be held tomorrow with Fleis & VandenBrink. They will be visiting some of the downtown buildings to evaluate utility infrastructure needs.

The five-year review of the Parks & Recreation Plan will take place over the next few weeks. The new plan will be for 2023-2027.

Under Presentations, Bill Tucker, CPA with Maner Costerisan presented the Fiscal Year 2021/2022 Audit and stated the City was issued an unmodified, clean opinion on all units of finance which is the best audit that can be received.

DDA Director ConnerWellman presented her downtown report and noted that Holidayfest will be held Saturday, December 10, 2022.

Under New Business, the City Council considered acceptance of the FY 2021/2022 Audit as presented.

Motion by VanSlambrouck, supported by Fitzsimmons, to accept the FY 2021/2022 Audit as presented by the auditing firm of Maner Costerisan.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-90 to authorize a Resolution of Support for Community Lake Park Improvements for the Michigan Department of Natural Resources Spark Grant Program. The City of Portland, through private contributions, is making a financial commitment to the project in the amount of \$210,000.00 in matching funds. If the grant is awarded the local match and donated amounts are committed from Matt & Theresa Getchell, Sinclair Recreation, and Wieland.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-90 a Resolution of Authorization and Support for Community Lake Park Improvements for the Michigan Department of Natural Resources Spark Grant Program.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 22-91 to approve a recommendation from the Michigan Public Power Agency (MPPA) to approve an Energy Services Project Amended Purchase Commitment Authorization for Solar Power. At its meeting on November 29, 2022, the Board of Light and Power passed a recommendation that City Council approve the same.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-91 approving the Michigan Public Power Agency's (MPPA) recommendation to approve, authorize, and direct the Member Authorized Representative to sign the Energy Services Project Amended and Restated Power Purchase Commitment Authorization for Solar Power.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-92 to approve payment to F&V Construction in the amount of \$30,699.00 for work completed in accordance with the design-build agreement for the Wastewater Treatment Plant Project.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-92 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None
Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on November 21, 2022, payment of invoices in the amount of \$200,030.72 and payroll in the amount of \$173,965.37 for a total of \$373,996.09. Purchase orders to Farabee Mechanical in the amount of \$10,685.82 for repairs to the Nordberg Diesel Fuel Engine Generator and Hammersmith Equipment Co. in the amount of \$26,500.00 for a towable air compressor with a hose reel and jackhammer were also included.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted the last day for loose leaf pickup was that day, Monday, December 5, 2022. Leaves placed in yard waste bags and left at the curb will still be picked up.

City Manager Gorman reminded residents that no parking on City streets between 2:00 and 6:00 A.M. will began November 1st and will continue through April 1st.

Under Council Comments, Mayor Pro-Tem VanSlambrouck thanked City Clerk Miller and all of the election workers for their integrity in the Election process.

Council Member Sheehan reminded residents the choir will sing at Holidayfest on Saturday, December 10, 2022, at 3:30 P.M.

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

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:47 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the December 5, 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; Finance Officer Tolan; Police Chief Thomas; DDA Director ConnerWellman

Presentation - Bill Tucker, CPA with Maner Costerisan presented the Fiscal Year 2021/2022 Audit and stated the City was issued an unmodified, clean opinion on all units of finance which is the best audit that can be received.

Presentation - DDA Director ConnerWellman presented her downtown report.

Acceptance of Fiscal Year 2021/2022 Audit – Approval of a motion to accept the Fiscal Year 2021/2022 Audit performed by Maner Costerisan.

All in favor. Adopted.

Approval of Resolution 22-90 a Resolution of Authorization and Support for Community Lake Park Improvements for the Michigan Department of Natural Resources Spark Grant Program.

All in favor. Adopted.

Approval of Resolution 22-91 approving the Michigan Public Power Agency's (MPPA) recommendation to approve, authorize, and direct the Member Authorized Representative to sign the Energy Services Project Amended and Restated Power Purchase Commitment Authorization for Solar Power.

All in favor. Adopted.

Approval of Resolution 22-92 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:47 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
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	10,387.67
KARA DOUGHERTY	02767	ASSESSING SERVICES 1ST HALF OF DEC 2022 - ASSES	1,583.33
HAMLETT ENVIRONMENTAL	02699	STEEL WEAR PLATES- WW	702.00
CHROUCH COMMUNICATION, INC.	00082	RADIO INSTALL - MTR POOL	197.50
CULLIGAN	02130	DEC 2022 COOLER RENTAL - WW	15.00
PAMA	01370	40% CONT TO PAMA - COMM PROMO	389.60
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	413.79
STATE OF MICHIGAN	00428	2020 STATE TAPE - INCOME TAX	557.10
PAMA	01370	CONT TO PAMA - COMM PROMO	288.00
CULLIGAN	02130	2X WATER CITY HALL- GEN	15.50
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
HUTSON, INC.	02677	SNOW BUCKET FOR SKID STEER - ELECTRIC	1,395.00
GRAINGER, INC.	00172	CONFINED SPACE FAN - ELECTRIC	387.70
RESCO	00392	ELECTRIC METERS - ELECTRIC	399.50
POWER LINE SUPPLY COMPANY	00389	SAFETY SHIRTS FOR WINTER - ELECTRIC	140.00
RISK & ASSOCIATES	01315	SERVICE FEES - INCOME TAX	61.63
RISK & ASSOCIATES	01315	SERVICE FEES - INCOME TAX	62.13
MUNICIPAL SUPPLY CO.	00324	CURB GUARD - MAJ STS	220.00
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	953.88
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	898.18
VC3 INC.	02745	LAPTOP RAM 8GB - CITY MANAGER	47.19
OLIVERA'S	MISC	2022 WINTER SAFETY MEETING FOOD - VAR DEPTS	353.80
FARABEE MECHANICAL, INC.	00148	NORDBERG SERVICE REPAIR - ELECT APPR CONS 12-5-	10,685.82
AMERIGAS -5248	00398	PROPANE TANK RENTAL - CEM	187.77
POWER LINE SUPPLY COMPANY	00389	FR LONG SLEEVE SHIRTS - ELECTRIC	511.00
POWER SYSTEM ENGINEERING	02761	PROF C ONSULT - ELECTRIC	1,258.75
RESCO	00392	SINGLE PHASE PEDESTAL - ELECTRIC	1,232.70
NORTHERN BOILER MECHANICAL CONTRAC	02781	INSULATION REPAIR - ELECTRIC	2,095.24
POWER LINE SUPPLY COMPANY	00389	FUSES - ELECTRIC	1,386.84
COOK BROS EXCAVATING	00101	STONES AROUND DAM SUBSTATION - ELECTRIC	1,320.00
GRAINGER, INC.	00172	GENERATOR FOR CONFINED SPACE - ELECTRIC	1,213.48

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
F&V CONSTRUCTION MANAGEMENT IN	00828	NOV WORK FOR WWTP PAY #10 - WW, APPRV RES 22-92	30,699.00
FORTE PAYMENTS, INC.	02522	CC PAYMENTS NOV 2022- REC	252.80
GRANGER	00175	REFUSE - REFUSE	12,694.94
GRANGER	00175	REFUSE- ELECTRIC	86.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	737.87
KEUSCH SUPER SERVICE	00228	OIL CHANGE - AMB	64.28
HOLLAND DEPT OF PUBLIC SAFETY	02663	FALL 2022 DIST PAYMENT - POLICE	106.96
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	607.07
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	271.99
GRANGER	00175	REFUSE - MP, PARKS, CEM	374.26
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
GRANGER	00175	REFUSE - WW	152.58
KEUSCH SUPER SERVICE	00228	TIRE REPAIR GATOR - PARKS, CEM	45.62
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GEN	34.73
FAMILY FARM & HOME	01972	WORK LIGHT - MTR POOL	29.99
GRAINGER, INC.	00172	SUPPLIES - WATER	35.74
AUTOMOTIVE EQUIPMENT SPECIALISTS	01880	ANNUAL OSHA INSPECTION OF HOIST - MTR POOL	375.00
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	0.33
FLEIS & VANDENBRINK	00153	PROFF SERVICES - ELECTRIC	1,271.03
MENARDS	00260	MOLDING, BOARDS, BRACKETS - WW	208.51
NORTH CENTRAL LABORATORIES	00959	FILTER, PARA FILM - WW	223.91
NORTH CENTRAL LABORATORIES	00959	FILTER PAPER, GLOVES, NIT INHIB - WW	272.35
TRUCK & TRAILER	00461	SUPPLIES - MAJ, LOC STS	754.85
IONIA LOCK AND KEY	02782	ENTRY KNOBS/PARTS - WW	1,175.86
BLOOM SLUGGETT, PC	02783	LEGAL SERVICES - POLICE	943.50
QUILL CORPORATION	00381	WHITE BOARD/MARKERS - WW	69.33
WEST MICHIGAN INTERNATIONAL LLC	02546	SOLENOID - MTR POOL	78.77
BERTMAN TOOLS LLC	02430	CRIMP TOOL - MTR POOL	69.08
STATE OF MICHIGAN	00428	2023 MIDEAL PROGRAM #455	180.00
RISK & ASSOCIATES	01315	SERVICE FEES - INCOME TAX	56.00
RISK & ASSOCIATES	01315	SERVICE FEES - INCOME TAX	65.38

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,020.95
GRANGER	00175	REFUSE - POLICE, COM PROMO	86.00
VANCE OUTDOORS	02611	AMMUNITION - POLICE	662.90
MUNICIPAL SUPPLY CO.	00324	BRASS PENT PLUG - WATER	25.54
MHR BILLING	01780	NOV 2022 BILLING - AMB	2,225.00
SEVERANCE ELECTRIC CO INC	02784	UNDERGROUND DIST CONTRACTING - ELECTRIC APP RES	127,167.50
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	29.90
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	12.08
PURITY CYLINDER GASES, INC.	00380	OXYGEN, HAZ MAT FEE - AMB	148.93
O'LEARY PAINT CO	02729	PAINT FOR ENGINE ROOM - ELECTRIC	291.80
GRAINGER, INC.	00172	SUPPLIES - WATER	31.44
GRAINGER, INC.	00172	AUTO FIRST AID KITS - ELECTRIC	218.89
GRAINGER, INC.	00172	GROUNDING STRAPS SUBSTATION - ELECTRIC	194.64
MENARDS	00260	HARDWARE - ELECTRIC	252.86
RESCO	00392	LOCK ENCLOSURE - ELECTRIC	348.22
KEUSCH SUPER SERVICE	00228	LAWN TRACTOR TIRE REPAIR - ELECTRIC	162.92
USA TODAY NETWORK	02501	COUNCIL MEETING SYNOPSIS - GEN	82.00
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,801.15
PAMA	01370	CONT TO PAMA 40% - COM PROMO	2,768.80
AUTOMATED BUSINESS EQUIPMENT	00027	SERVICE CONTRACT FP POSTBASE 65 - GEN	480.00
RIVERSIDE INTEGRATED SYSTEMS	01441	NEW FIRE ALARM SYSTEM - CITY HALL APPRV CONSENT	16,110.00
RIVERSIDE INTEGRATED SYSTEMS	01441	CELL COMMUNICATION FOR ALARM -CITY HALL APPRV C	2,183.00
DORNBOS SIGN, INC.	00067	SIGNS/SUPPLIES - MAJ, LOC STS	522.78
QUILL CORPORATION	00381	SUPPLIES - VAR DEPTS	184.59
CITY OF PORTLAND-PETTY CASH	00701	REIMBURSEMENTS, SUPPLIES, POSTAGE - VAR DEPTS	358.98
KAREN SCHEURER	02723	OFFICIAL - REC	315.00
MARK SCHEURER	00601	OFFICIAL - REC	105.00
ADAM GOODWIN	02542	OFFICIAL - REC	350.00
MARCO WILLIAMS	02393	OFFICIAL - REC	140.00
MARK ROBERTS	02575	OFFICIAL - REC	140.00
CASEY VOS	02786	OFFICIAL - REC	70.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MIKE KOLP	02727	OFFICIAL - REC	70.00
BRIAN KRIEGER	00568	OFFICIAL - REC	70.00
MIKAYLA TOLAN	02713	OFFICIAL - REC	48.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	96.00
AUBREE FAULKNER	02721	OFFICIAL - REC	48.00
JERRYD SCHEURER	02785	OFFICIAL - REC	96.00
MANER COSTERISAN	02588	FINANCIAL STMT AUDIT YEAR END - VAR DEPTS	2,000.00
FLEIS & VANDENBRINK	00153	KENT ST IMPROVEMENTS - MAJ STS	4,529.20
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - MAJ, LOC STS	2,141.00
FLEIS & VANDENBRINK	00153	GENERAL ENGINEERING - GEN	177.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	1,171.45
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	19.24
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	16.00
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	191.98
CONSUMERS ENERGY	00095	GAS SERVICE - WW	18.15
CONSUMERS ENERGY	00095	GAS SERVICE - WW	1,043.80
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	181.19
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	88.33
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	1,087.06
Total:			\$263,631.10

**BI-WEEKLY
WAGE REPORT
December 12, 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.	10,344.89	142,322.52	3,841.58	39,814.02	14,186.47	182,136.54
ASSESSOR	-	-	-	-	-	-
CEMETERY	3,039.43	60,893.33	1,499.05	14,989.30	4,538.48	75,882.63
POLICE	14,735.87	176,913.69	3,979.20	40,761.14	18,715.07	217,674.83
CODE ENFORCEMENT	71.07	1,066.51	5.44	82.75	76.51	1,149.26
PARKS	1,957.45	48,254.79	768.52	6,817.07	2,725.97	55,071.86
INCOME TAX	2,307.46	28,346.34	723.84	7,660.55	3,031.30	36,006.89
MAJOR STREETS	3,970.59	46,824.02	2,014.58	16,908.76	5,985.17	63,732.78
LOCAL STREETS	3,259.95	45,601.87	1,890.03	16,173.28	5,149.98	61,775.15
RECREATION	1,530.38	8,016.86	208.83	1,236.77	1,739.21	9,253.63
AMBULANCE	15,016.57	209,320.70	3,286.13	36,914.71	18,302.70	246,235.41
DDA	2,682.89	31,447.16	587.60	5,387.03	3,270.49	36,834.19
ELECTRIC	25,160.10	279,754.36	9,124.92	82,463.60	34,285.02	362,217.96
WASTEWATER	8,113.00	101,658.04	3,395.49	27,835.90	11,508.49	129,493.94
WATER	6,568.35	85,716.73	2,623.77	27,033.13	9,192.12	112,749.86
MOTOR POOL	1,119.57	9,624.64	371.42	2,500.08	1,490.99	12,124.72
TOTALS:	99,877.57	1,275,761.56	34,320.40	326,578.09	134,197.97	1,602,339.65

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 12/14/2022
MEETING DATE 12/19/2022

Fund	Description	Beginning Balance 12/01/2022	Total Cash in	Total Cash out	Cash Balance 12/14/2022	Time Certificates	Ending Balance 12/14/2022
101	GENERAL FUND	1,429,861.87	73,316.75	(126,497.73)	1,376,680.89	235,000.00	1,611,680.89
105	INCOME TAX FUND	107,812.51	83,031.30	(46,690.13)	144,153.68	10,000.00	154,153.68
150	CEMETERY PERPETUAL CARE FUND	62,985.94	-	(28.43)	62,957.51		62,957.51
202	MAJOR STREETS FUND	405,007.39	40,662.30	(18,025.71)	427,643.98		427,643.98
203	LOCAL STREETS FUND	137,595.85	17,756.92	(14,039.16)	141,313.61		141,313.61
208	RECREATION FUND	58,358.88	7,147.09	(4,332.54)	61,173.43		61,173.43
210	AMBULANCE FUND	226,299.72	35,962.85	(43,182.23)	219,080.34		219,080.34
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	561,427.28	3,357.69	(6,665.38)	558,119.59		558,119.59
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	14,267.93	4,226.96	(415.81)	18,079.08		18,079.08
582	ELECTRIC FUND	2,507,081.82	173,704.74	(285,716.32)	2,395,070.24	530,000.00	2,925,070.24
590	WASTEWATER FUND	(120,772.25)	436,969.13	(332,754.84)	(16,557.96)		(16,557.96)
591	WATER FUND	205,045.51	32,403.01	(25,319.34)	212,129.18	420,000.00	602,272.18
661	MOTOR POOL FUND	205,386.82	12,753.91	(13,949.29)	204,191.44		204,191.44
703	CURRENT TAX FUND	6,663.28	111,957.07	0.00	118,620.35		118,620.35
	TOTAL - ALL FUNDS	5,810,384.80	1,033,249.72	(917,616.91)	5,926,017.61	1,195,000.00	7,091,160.61
						ELECTRIC-RESTRICTED CASH	453,086.00
						ELECTRIC - MPPA MUNICIPAL TRUST	170,376.44
						CUSTOMER DEPOSIT CD	170,000.00
						PERPETUAL CARE CD	130,000.00
						INCOME TAX SAVINGS	1,433,880.43
						ELECTRIC-PRIN & INT ESCROW	126,269.72
						WASTEWATER DEBT ESCROW	251,073.93
						WASTEWATER REPAIR ESCROW	278,327.31
						WASTEWATER 2022 BOND RESERVE	41,648.19
						DDA-PRIN & INT ESCROW	501.78
						WATER BOND ESCROW	29,857.00
							10,176,181.41

*Customer Deposit Breakdown

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

Portland Area Fire Authority
 773 E Grand River Ave
 Portland, MI 48875

Invoice

Invoice #: 31422
Invoice Date: 1/2/2023
Due Date: 1/25/2023
Project:
P.O. Number: 3rd Qtr

Bill To:
 City of Portland
 259 Kent St.
 Portland, MI 48875

Date	Description	Amount
1/2/2023	<p>3rd Quarter Fire Services - January - March 2023</p> <p>Note the invoice is based on the existing fire budget as per the Fire Authority Agreement. The following is a breakdown based on the existing annual budget of \$297,915.</p> <p>City of Portland - 42.30% = \$126,018.05 divided by 4 = (3 pmts-\$31,504.51/ 1 pmt \$31,504.52)</p> <p>Portland Twp. - 36.28% = \$108,083.56 divided by 4 = (4 pmts - \$27,020.89)</p> <p>Danby Twp. - 21.42% = \$63,813.39 divided by 4 = (3 pmts of \$15,953.35/ 1 pmt \$15,953.34)</p>	31,504.51

We appreciate your prompt payment.

Total	\$31,504.51
Payments/Credits	\$0.00
Balance Due	\$31,504.51

User: ABAUM

DB: Portland

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2022 NORMAL (ABNORMAL)	MONTH 11/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,181,528.00	1,154,940.80	5,172.03	26,587.20	97.75
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	2,130.15	460.86	3,219.85	39.82
101-000-447.000	TAX COLLECTION FEES	45,500.00	37,142.16	139.53	8,357.84	81.63
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	7,335.45	3,590.71	10,164.55	41.92
101-000-490.000	NON-BUSINESS PERMITS	75,000.00	46,867.00	1,961.00	28,133.00	62.49
101-000-543.000	ACT 302 POLICE TRAINING GRANT	600.00	305.60	0.00	294.40	50.93
101-000-570.000	LIQUOR FEES	3,900.00	3,897.85	27.50	2.15	99.94
101-000-574.000	REVENUE SHARING-CONST SALES	370,456.00	148,715.00	0.00	221,741.00	40.14
101-000-574.001	REVENUE SHARING-STAT SALES	114,162.00	39,194.00	0.00	74,968.00	34.33
101-000-623.000	TRANSCRIPT FEES	700.00	182.00	20.00	518.00	26.00
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	137,094.15	27,418.83	191,931.85	41.67
101-000-630.000	CEMETERY LOT SALES	9,000.00	3,650.00	600.00	5,350.00	40.56
101-000-633.000	CEMETERY CARE FEES	6,000.00	4,211.20	0.00	1,788.80	70.19
101-000-634.000	GRAVE OPENING FEES	12,500.00	5,850.00	1,225.00	6,650.00	46.80
101-000-656.000	DISTRICT COURT FINES	6,500.00	3,362.09	354.60	3,137.91	51.72
101-000-661.000	PARKING FINES	2,000.00	150.00	130.00	1,850.00	7.50
101-000-663.000	MISCELLANEOUS FINES	2,500.00	750.00	130.00	1,750.00	30.00
101-000-665.000	INTEREST INCOME	0.00	3,781.68	644.80	(3,781.68)	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	959.56	4.20	(959.56)	100.00
101-000-667.000	RENTAL INCOME	9,000.00	3,040.00	500.00	5,960.00	33.78
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	2,290.33	0.21	(2,290.33)	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	12,770.19	59.57	25,939.81	32.99
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	150.00	85.55	29.26	64.45	57.03
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		2,517,730.00	1,626,686.92	42,468.10	891,043.08	64.61
Expenditures						
100	COUNCIL	25,285.00	5,588.32	808.36	19,696.68	22.10
172	CITY MANAGER	211,189.00	82,643.98	22,346.92	128,545.02	39.13
201	GENERAL ADMINISTRATION	449,818.00	214,320.45	27,126.15	235,497.55	47.65
257	ASSESSING	54,962.00	24,099.96	4,964.13	30,862.04	43.85
262	ELECTIONS	10,550.00	6,688.16	1,691.31	3,861.84	63.39
265	CITY HALL	88,552.00	47,472.48	4,006.15	41,079.52	53.61
301	POLICE	808,075.00	251,929.37	53,861.57	556,145.63	31.18
371	CODE ENFORCEMENT	46,291.00	12,903.50	2,981.99	33,387.50	27.87
567	CEMETERY	207,173.00	83,776.95	13,965.45	123,396.05	40.44
707	COMMUNITY PROMOTIONS	525,872.00	291,707.19	78,748.07	234,164.81	55.47
728	ECONOMIC DEVELOPMENT	21,750.00	12,511.08	1,355.69	9,238.92	57.52
751	PARKS	236,703.00	113,646.42	12,753.61	123,056.58	48.01
TOTAL EXPENDITURES		2,686,220.00	1,147,287.86	224,609.40	1,538,932.14	42.71

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2022 NORMAL (ABNORMAL)	MONTH 11/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,517,730.00	1,626,686.92	42,468.10	891,043.08	64.61
TOTAL EXPENDITURES		2,686,220.00	1,147,287.86	224,609.40	1,538,932.14	42.71
NET OF REVENUES & EXPENDITURES		(168,490.00)	479,399.06	(182,141.30)	(647,889.06)	284.53

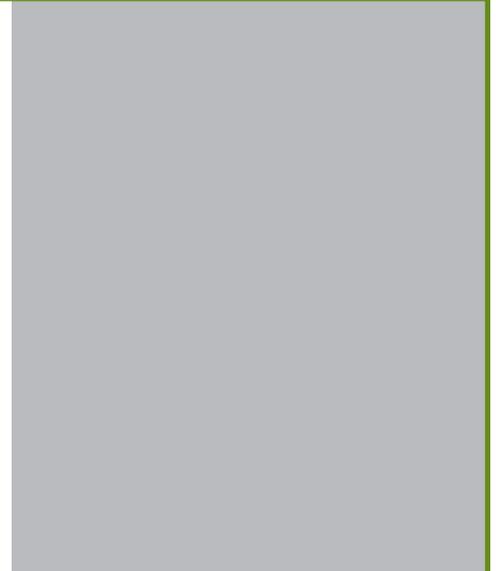
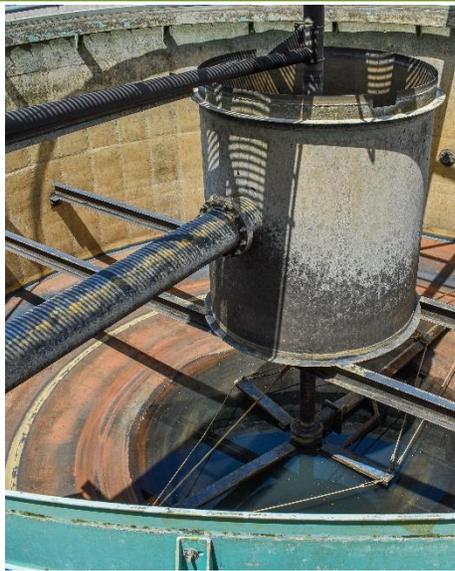
PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2022 NORMAL (ABNORMAL)	MONTH 11/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		805,400.00	248,625.48	58,987.21	556,774.52	30.87
TOTAL EXPENDITURES		1,127,034.00	76,225.72	19,042.37	1,050,808.28	6.76
NET OF REVENUES & EXPENDITURES		(321,634.00)	172,399.76	39,944.84	(494,033.76)	53.60
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		1,273,478.00	119,199.49	1,100.18	1,154,278.51	9.36
TOTAL EXPENDITURES		1,388,032.00	169,129.00	33,416.37	1,218,903.00	12.18
NET OF REVENUES & EXPENDITURES		(114,554.00)	(49,929.51)	(32,316.19)	(64,624.49)	43.59
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		358,239.00	117,295.07	1,093.31	240,943.93	32.74
TOTAL EXPENDITURES		486,737.00	225,383.01	28,703.63	261,353.99	46.30
NET OF REVENUES & EXPENDITURES		(128,498.00)	(108,087.94)	(27,610.32)	(20,410.06)	84.12
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		82,646.00	28,502.23	12,231.92	54,143.77	34.49
TOTAL EXPENDITURES		108,646.00	30,165.13	10,412.07	78,480.87	27.76
NET OF REVENUES & EXPENDITURES		(26,000.00)	(1,662.90)	1,819.85	(24,337.10)	6.40
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		804,680.00	519,973.48	22,400.89	284,706.52	64.62
TOTAL EXPENDITURES		863,166.00	344,011.30	55,780.44	519,154.70	39.85
NET OF REVENUES & EXPENDITURES		(58,486.00)	175,962.18	(33,379.55)	(234,448.18)	300.86
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
TOTAL REVENUES		324,535.00	300,647.97	4,209.71	23,887.03	92.64
TOTAL EXPENDITURES		161,640.00	79,802.61	10,190.55	81,837.39	49.37
NET OF REVENUES & EXPENDITURES		162,895.00	220,845.36	(5,980.84)	(57,950.36)	135.58
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		152,550.00	51,324.72	12,831.45	101,225.28	33.64
TOTAL EXPENDITURES		151,050.00	50,909.34	0.00	100,140.66	33.70
NET OF REVENUES & EXPENDITURES		1,500.00	415.38	12,831.45	1,084.62	27.69
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
TOTAL REVENUES		4,766,525.00	2,091,059.46	398,017.27	2,675,465.54	43.87
TOTAL EXPENDITURES		5,846,476.00	2,082,917.91	164,311.07	3,763,558.09	35.63
NET OF REVENUES & EXPENDITURES		(1,079,951.00)	8,141.55	233,706.20	(1,088,092.55)	0.75
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		1,445,848.50	459,461.24	114,775.86	986,387.26	31.78
TOTAL EXPENDITURES		1,731,716.50	579,416.68	55,585.63	1,152,299.82	33.46
NET OF REVENUES & EXPENDITURES		(285,868.00)	(119,955.44)	59,190.23	(165,912.56)	41.96

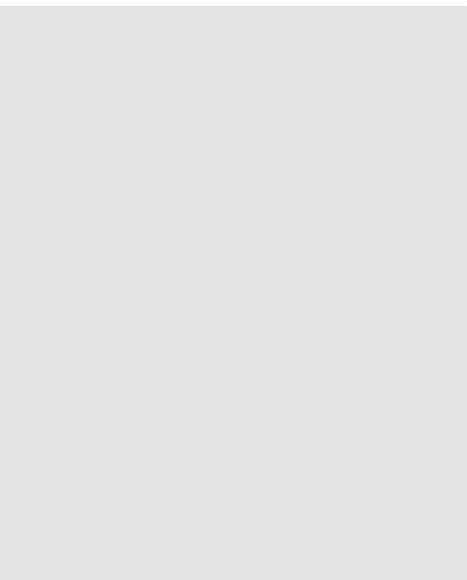
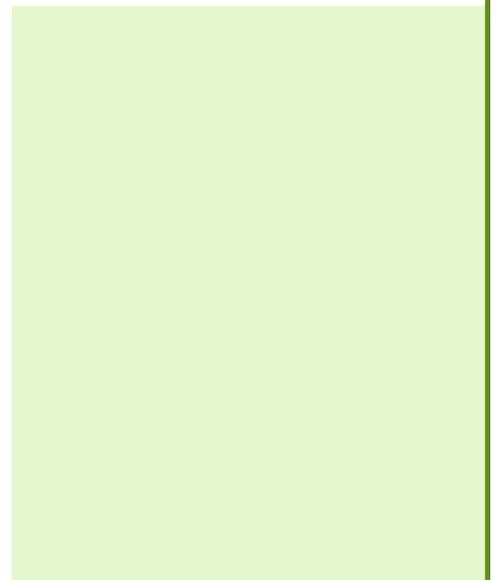
REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	11/30/2022 NORMAL (ABNORMAL)	MONTH 11/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
	TOTAL REVENUES	776,965.00	310,839.07	64,982.51	466,125.93	40.01		
	TOTAL EXPENDITURES	1,379,550.00	508,361.76	40,141.82	871,188.24	36.85		
	NET OF REVENUES & EXPENDITURES	(602,585.00)	(197,522.69)	24,840.69	(405,062.31)	32.78		
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
	TOTAL REVENUES	524,467.00	113,525.32	27,789.95	410,941.68	21.65		
	TOTAL EXPENDITURES	760,328.00	278,003.75	16,704.77	482,324.25	36.56		
	NET OF REVENUES & EXPENDITURES	(235,861.00)	(164,478.43)	11,085.18	(71,382.57)	69.74		
TOTAL REVENUES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS								
	NET OF REVENUES & EXPENDITURES	11,315,333.50	4,360,453.53	718,420.26	6,954,879.97	38.54		
		14,004,375.50	4,424,326.21	434,288.72	9,580,049.29	31.59		
		(2,689,042.00)	(63,872.68)	284,131.54	(2,625,169.32)	2.38		



The City of Portland Operations & Maintenance Report November 2022



1.1 CONTENTS

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ADMINISTRATIVE REPORT

ADMINISTRATIVE

The November 2022 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). There were no violations for the month of October. The average influent flow was 299,000 gallons per day. The daily maximum influent flow was 339,000 gallons, which occurred on November 22, 2022. The Monthly Operating Report (MOR) will be provided upon request.

ACTION ITEMS

- The SRF upgrades to the plant will be starting soon. Cleaning of drying beds has started. Demo to the drying beds and site prep is planning to start before the holidays. Updates on progress and future steps will be submitted in the monthly report.

WASTEWATER MAINTENANCE

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

- Staff unclogged and de-ragged all three raw pumps.
- Power washed thickener.
- Cleaned both clarifiers and UV channel.
- Replaced mechanical seals in thickener sludge pump.
- Winter prep for plant and buildings.
- Staff completed 167 routine maintenance workorders.

OPERATIONS

- Lost phone lines on 11-3-22. AT&T came and found corroded wires in the terminal box. Replaced and phone lines were restored.
- Ordered new wear plates for thickener pump.
- Tim and Tony assisted with hydro-excavation for electrical department.
- Tim and Tony assisted with snow removal.
- Cleaned outfall with vector.

WORK PERFORMED ON THE COLLECTION SYSTEM

The following collection system tasks were completed during November 2022:

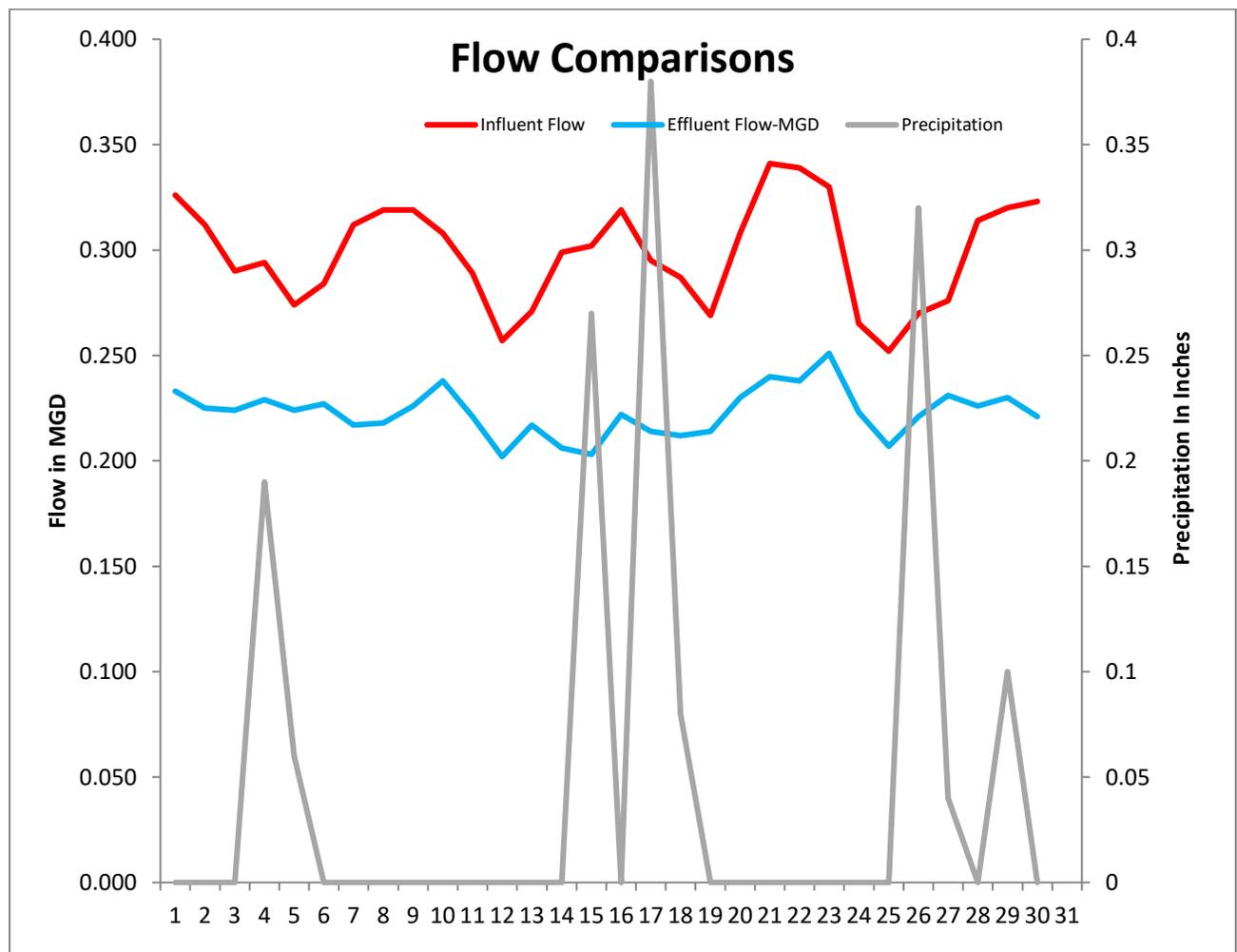
- Several Miss Digs were completed.
- Camera house lateral set for replacement by Cook Bros.
- Cook Bros repaired 5-foot section of sewer main on Smith St.
- Electrical department assisted in repairing power issue at Rindlehaven pump station.
- An estimated 1,200 feet of sewer mains were cleaned.

EMERGENCY ALARM CALL- OUTS

There were zero (0) after- hours emergency call out for November 2022.

DAILY FLOW SUMMARY

The wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of November 2022. The average influent flow during the period was 299,000 gallons per day and the average effluent flow during the period was 223,000 gallons per day. We had eight (8) days of measurable precipitation which totaled 1.44 inches. The influent flow is higher than the effluent flow due to recycle flows that are metered twice.



Monthly Report

November Activity

- 911 Calls— **2043**
- Administrative Calls— **5877**
- Text to 911— **10**
- 911 Hang up Calls— **31**
- Calls for Service Processed— **3058**



Unit Responses / Activities

- Law Enforcement— **2127**
- Fire— **369**
- EMS— **562**

Priority/Higher Volume Calls for Service Received

- | | |
|--------------------------------|-------------------------------|
| Ambulance Transport— 83 | Assault— 20 |
| Burglary— 9 | Civil Dispute— 86 |
| CSC— 21 | Disorderly Conduct— 67 |
| Domestic Assault— 20 | Fire All Other— 38 |
| Fraud— 20 | General Assist— 140 |
| Health & Safety Animal— 81 | Juvenile Complaints— 58 |
| Larceny— 36 | MDOP— 23 |
| Medical Priority 1— 229 | Medical Priority 2— 60 |
| Medical Priority 3— 126 | Mental Health Related— 43 |
| Non-Criminal— 42 | Phone/Internet Harass— 19 |
| Personal Injury Accident— 27 | Property Damage Accident— 265 |
| Structure Fire— 5 | Suspicious Situations— 206 |
| Traffic Offense All Other— 180 | Traffic Stops— 622 |
| Tree Down— 43 | Trespassing— 14 |
| Vehicle Fire— 4 | Verbal Domestic— 9 |
| Weapons Offense— 5 | |

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—**61**

Berlin-Orange Fire— **32**

Clarksville Fire— **20**

Freeport Fire— **0**

Hubbardston Fire— **6**

Ionia Department Public Safety Fire— **86**

Lake Odessa Fire— **51**

Lyons-Muir Fire— **13**

Orleans Fire—**15**

Pewamo Fire— **7**

Portland Fire— **16**

Ronald Fire— **13**

Saranac Fire— **41**

Sunfield Fire— **8**

Life EMS— **466**

Portland EMS— **96**

Animal Control— **35**

Belding Police— **263**

Department of Natural Resources Law— **12**

Ionia County Sheriff's Office— **796**

Ionia Department Public Safety Law— **297**

Lake Odessa Police— **104**

Michigan State Police— **490**

Portland Police— **165**

Central Dispatch Activity

-Two Dispatchers completed their one year probationary period this month.

-RFP's were received for new console furniture for the centers remodeling project. Watson was the successful vendor.

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
DECEMBER 6, 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)
 - B. Approve per diem and mileage-**Approved on November 22 BOC meeting**
 - C. Approve payments of General Fund Payroll and accounts payable for the month of October 2022- \$ 1,326,307.12
 - D. Approve payments of Health Department payroll and accounts payable for the month of October 2022-\$ \$128,191.79
 - E. Approve payments of Road Department payroll and accounts payable for the month of October 2022-\$ 1,326,307.12
- VII. Unfinished Business**
- VIII. New Business**
 - A. 2023 Budget Hearing
 - B. Adopt 2023 Budget Resolution
 - C. Resolution
 - D. Reappointment to Substance Abuse Initiative-2-year term
 - Sharon Carlson
 - Chief Kendra Backing
 - E. Request Approval of Mid-State Health Network SUD Prevention Contractual Agreement Amendment- Deb Thalison
 - F. Request to create a Temporary Part-Time Abstract Clerk in the Register of Deeds Office-Rhonda Lake
 - G. Request to Process Backfile Scanning and Indexing Project-Rhonda Lake
 - H. Request to Process a Historical Map and Condominium Master Deed Map Flattening Project-Rhonda Lake

- I. Request Approval of the 64A District Court Veterans' Court Program SCAO Funding Grant-Mandy Sanderson
- J. Request Approval of the 64A District Court Sobriety Court Program SCAO Grant Funding-Mandy Sanderson
- K. Request Approval of Dust Control Bid-John Niemela
- L. Request for ARPA Project Funding Changes-Lance Langdon
- M. Request Approval of City Tax issue
- N. Request Approval of Amendment No.1 to the Inmate Telephone Service Agreement- Sheriff Charlie Noll
- O. Request Approval of Food Service Agreement with Canteen Services- Sheriff Charlie Noll

IX. Department Reports

- A. Central Dispatch
- B. Public Defenders Office
- C. Animal Control
- D. Health Department

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. Board of Commissioners
- C. County Administrator

XI. Reports of Special or Ad Hoc Committees

XII. Public Comment (3-minute time limit per speaker)

XIII. Adjournment

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
DECEMBER 13, 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)
 - B. Approve per diem and mileage
 - C. Approve payments of General Fund Payroll and accounts payable for the month of November 2022- \$ 1,390,114.37
 - D. Approve payments of Health Department payroll and accounts payable for the month of November 2022-\$ 532,598.48
 - E. Approve payments of Road Department payroll and accounts payable for the month of November 2022-\$1,375,134.68
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request to Accept Bid for Janitorial and Ground Maintenance Services-John Niemela
 - B. Request Approval to Purchase Slag Stone-John Niemela
 - C. Adopt the Road Department 2022 Budget Resolution
 - D. Request date for Organizational 2023 meeting
 - E. Request approval of wage increase for E-911 Dispatch Unit
 - F. Request Prosecutor's Office permission to represent a local municipality-Kyle Butler
 - G. Discussion regarding Road Department employee matter reviewed by Personnel Committee-Patrick Jordan
 - H. Request Approval of year-end budget amendments
- 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. 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 December 2022:

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

Appointments for consideration in the month of January 2023:

- Board of Public Works
- Community Corrections Advisory Board
- Park Advisory Board
- Tax Allocation Board