

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, April 21, 2014

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Krause, and Fitzsimmons; Interim City Manager and DDA Director Reagan; City Clerk Miller; Police Chief Knobelsdorf; Police Officers Thomas and Fandel

Absent: Council Member Sunstrum

Guests: Terry Frewen of Coldwell Banker Frewen Realty; Paul Galdes of Fleis & VandenBrink Engineering; Tom Thelen of the Review & Observer

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

Motion by VanSlambrouck, supported by Smith, to approve the Agenda with the addition to excuse Council Member Sunstrum.

Yeas: VanSlambrouck, Smith, Fitzsimmons, Barnes

Nays: None

Absent: Sunstrum

Adopted

Motion by Smith, supported by VanSlambrouck, to excuse the absence of Council Member Sunstrum.

Yeas: Smith, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Absent: Sunstrum

Adopted

Under the City Manager Report, Interim City Manager Reagan presented information on the action items for consideration on the Agenda.

Interim City Manager Reagan also reported the annual Spring Cleanup Day will be held Saturday, April 26th from 7:00 A.M. to 3:00 P.M. at the DPW compound and will again be a joint effort between the City of Portland, Portland Township, and Danby Township.

The Parks Department will hold a Riverwalk Cleanup Day on Saturday, April 26th. Individuals interested in helping should meet at the Railroad Bridge at 9:00 A.M.

The Hazardous Waste Cleanup will be held Saturday, May 3rd at the Fire Station in the parking lot from 8:00 A.M. to Noon.

Tornado sirens will be tested the first Saturday of each month at noon by Ionia County Central Dispatch. This assures that these warning systems are working properly and help to ensure the safety of the residents.

City income tax returns are due April 30th and apply to homeowners, renters, and individuals that only work in the City of Portland.

The Water Department will conduct its semi-annual preventative maintenance program on the water system by systematically flushing all fire hydrants from May 5th – 16th.

The annual Arbor Day Tree Planting will be held Friday, April 25th at 2:00 P.M. at Two Rivers Park. The Parks Department will also be giving each second grader in both Portland Public Schools and St. Patrick's School a white pine seedling to be planted.

Under Presentations, Paul Galdes of Fleis & VandenBrink Engineering presented the design and engineering plans for the Cutler Road Improvement Project and proposed projects for Kent Street and Grand River Avenue under the Small Urban Program.

Police Chief Knobelsdorf introduced Timothy Fandel, hired as a part-time officer for the City of Portland.

Under New Business, the Council held the First Reading of proposed Ordinance 175HH to amend the City of Portland's Zoning Map. The Planning Commission has granted a Special Land Use Permit to an applicant seeking to open an Adult Foster Care Large Group Home at 223 Charlotte Highway, formerly the headquarters of Portland Federal Credit Union. The applicant has also sought a change in zoning of this property as this type of business is allowed in the R-2 district but not in the C-2 district, which is how the property at 223 Charlotte Highway is currently zoned. During its April 9th meeting, the Planning Commission made a recommendation to the City Council to grant this change in zoning.

There was some discussion.

Interim City Manager Reagan noted that the all requirements are met with this change in zoning; an "island" would not be created. The proposed use seems to be a good fit for the property. The Planning Commission held a Public Hearing. All notices were published as required.

Council Member Fitzsimmons, who also serves on the Planning Commission, noted there was one property owner near 223 Charlotte Highway that had some concerns with the proposed use in terms of safety. They were assured that potential residents would not be a safety concern to the neighborhood.

The Council considered Resolution 14-31 to set a Public Hearing on the proposed Budget for Fiscal Year 2014-2015 on May 5, 2014 at 7:00 P.M.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-31 setting a Public Hearing on the Budget proposed for Fiscal Year 2014-2015.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Absent: Sunstrum
Adopted

The Council considered Resolution 14-32 to schedule a Budget Workshop for Wednesday, April 23rd at 7:00 P.M. in the Council Chamber at City Hall.

Motion by Smith, supported by Fitzsimmons, to approve Resolution 14-32 to schedule a Special Meeting of the City Council for a Budget Workshop at 7:00 P.M. on April 23rd.

Yeas: Smith, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Sunstrum

Adopted

The Council considered Resolution 14-33 to authorize the Mayor and Clerk to sign a license agreement with Mr. Francis Hoerner to farm the 52.9 acres owned by the City at Grand River Ave. and Divine Hwy. During a Special Meeting on April 15th, the EDC voted unanimously to recommend the City Council enter into this agreement, at the same rate of \$7,875 as last year.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 14-33 approving, authorizing, and directing the Mayor and Clerk to sign a License Agreement to farm the 52.9 acres at Grand River Ave. and Cutler Rd.

Yeas: Fitzsimmons, VanSlambrouck, Smith, Barnes

Nays: None

Absent: Sunstrum

Adopted

The Council considered Resolution 14-34, a resolution of Financial Assurances, for a proposed improvement project on Kent Street, utilizing funds from the Small Urban Program. At a meeting of the Small Urban Project team on March 12th, the City and the Ionia County Road Commission put forth a list of proposed projects for these funds. The City proposed three projects; the first is the Cutler Road project in 2014; the second is the Kent Street Improvement Project for 2015, with a project cost of \$724,200 and a required local match of \$349,200; the third proposed project is along East Grand River Ave. and would be a joint project with the Ionia County Road Commission, and is proposed for 2017. This resolution does not obligate the City to this project, but demonstrates to MDOT that the funds are available for the project. Utilizing the City's Income Tax Fund, the funds will be available.

Motion by Smith, supported by VanSlambrouck, to approve Resolution 14-34 a resolution of Financial Assurance of local funds for the City of Portland's proposed Kent Street Improvement Project.

Yeas: Smith, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Absent: Sunstrum

Adopted

The Council considered Resolution 14-35, a resolution of Financial Assurances, for the aforementioned joint project with the Ionia County Road Commission along East Grand River Avenue from the I-96 exit ramps south along Grand River Ave. to the Small Urban boundary. The project would consist of a mill-

and-fill of the roadway, curb and gutter repairs, concrete joint repairs, should repairs, as well as drainage improvements. The road construction costs are estimated by the City's engineers to be \$500,000 with the City's cost amounting to \$75,000 and Ionia County's cost amounting to \$50,000. The Income Tax Fund will be utilized for the cost of the project.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-35 a resolution of Financial Assurance of local funds for the City of Portland's proposed Grand River Avenue Improvement Project.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Absent: Sunstrum

Adopted

The Council considered Resolution 14-36 to approve the appointment of Eric Frederick as the part-time Zoning Administrator for the City of Portland. When former City Manager Dempsey resigned, he also resigned as the City's Zoning Administrator. Mr. Frederick has a wealth of experience as a planner and has been the Chair of the Zoning Board of Appeals for the past two years. The proposed agreement would appoint Mr. Frederick as the Zoning Administrator, an independent contractor, to be compensated at a rate of \$35.00 per hour for a minimum of five hours per week, with any unutilized hours being banked and rolled into the following week.

Council Member Fitzsimmons inquired if the proposed agreement is temporary.

Interim City Manager Reagan stated that the proposed agreement allows either party to opt out at any time. When a decision is made in regard to a permanent City Manager the Council can decide if they want to continue the agreement.

Motion by VanSlambrouck, supported by Smith, to approve Resolution 14-36 approving the Interim City Manager's proposed appointment of Eric Frederick as the City's part-time Zoning Administrator and approving, authorizing, and directing the Mayor and Clerk to sign a Zoning Administrator Agreement.

Yeas: VanSlambrouck, Smith, Fitzsimmons, Barnes

Nays: None

Absent: Sunstrum

Adopted

The Council considered Resolution 14-37 to approve the Park and Recreation Board's recommendation to approve the request by Epic Church to hold a Family Fun Day event at the Bogue Flats Recreation Area on Saturday, August 23rd.

Motion by Smith, supported by Fitzsimmons, to approve Resolution 14-37 approving the Park and Recreation Board's recommendation to approve Epic Church's request to hold a Family Fun Day event on August 23, 2014 in Bogue Flats.

Yeas: Smith, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Sunstrum

Adopted

Motion by Smith, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on April 7, 2014, payment of invoices in the amount of \$64,168.40 and payroll in the amount of \$116,244.73 for a total of \$180,413.13. There were purchase orders over \$5,000.00 to Municipal Code Corporation in the amount of \$5,615.96 for Supplement No. 1 to the Code of Ordinances and to Reed City Power Line in the amount of \$8,890.00 for wire.

Yeas: Smith, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Absent: Sunstrum

Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck mentioned the Spring Cleanup Day will be held Saturday, April 26th and is an excellent opportunity for residents to clean up their homes and property. He encouraged residents to utilize this great service.

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

Yeas: VanSlambrouck, Smith, Fitzsimmons, Barnes

Nays: None

Absent: Sunstrum

Adopted

Meeting adjourned at 7:54 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk