



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

7:00 P.M. Monday, May 15, 2023

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
7:04 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>	
7:25 PM	A. VFW Commander David Reed – Fundraiser Presentation	
	B. Corey Turner of Fleis & VandenBrink – Wastewater Treatment Plant Construction Update	
	VII. <u>Public Hearing(s)</u>	
7:40 PM	A. Public Hearing for the Proposed Budget for Fiscal Year 2023-2024	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:45 PM	A. First Reading of Ordinance 194E Amending Chapter 28, “Signs”,	
	of the Code of Ordinances of the City of Portland as it Relates to	
	the Regulation of Noncommercial Signs in Residential Districts	
7:48 PM	B. First Reading of Ordinance 175UU to Amend The City Zoning Map	
7:50 PM	C. Proposed Resolution 23-34 To Adopt the City of Portland’s Annual	Decision
	Budget for Fiscal Year 2023-2024 and Capital Improvement Plan	
7:52 PM	D. Proposed Resolution 23-35 Approving a Proposal from Fleis &	Decision
	VandenBrink to Conduct Design and Bidding Services for Repairs	
	to the Boardwalk	
7:55 PM	E. Proposed Resolution 23-36 Approving Payment to F&V Construction	Decision
	Work Performed for the Wastewater Treatment Plant Project	
7:57 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes and Synopsis of the Regular City Council Meeting	
	held on May 1, 2023, and the Budget Workshop held on May	
	4, 2023	
	B. Payment of Invoices in the Amount of \$131,616.04 and Payroll in	
	the Amount of \$129,248.23 for a Total of \$260,864.27	

**Estimated
Time**

**Desired
Outcome**

- C. Purchase Orders over \$5,000.00 – None
 - 1. DigiCam Global in the Amount of \$6,351.60 for 800 mhz Radios
 - 2. Motorola Solutions in the Amount of \$10,940.00 for M500 In-Car Video Systems

XI. Communications

- A. Planning Commission Minutes for April 12, 2023
- B. Wastewater Treatment Plant Report for April 2023
- C. Ionia County Central Dispatch Report for February 2023
- D. Ionia County Central Dispatch Report for March 2023
- E. Ionia County Board of Commissioners Agenda for May 9, 2023

8:00 PM

XII. Other Business – None

8:05 PM

XIII. City Manager Comments

8:10 PM

XIV. Council Comments

8:15 PM

XV. Adjournment

Decision

CITY COUNCIL

**CITY OF PORTLAND
Ionia County, Michigan**

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

ORDINANCE NO. 194E

**AN ORDINANCE AMENDING CHAPTER 28, “SIGNS,” OF THE
CODE OF ORDINANCES OF THE CITY OF PORTLAND AS IT
RELATES TO THE REGULATION OF NONCOMMERCIAL SIGNS
IN RESIDENTIAL DISTRICTS**

THE CITY OF PORTLAND ORDAINS:

Section 1. Amendment of Chapter 28 of the Code of Ordinances. Section 28-9 of Chapter 28, “Signs,” of the Code of Ordinances, City of Portland, Michigan, is hereby amended to read as follows:

Sec. 28-9. – Signs in residential districts.

The following signs are permitted in residential districts in addition to those signs allowed by sections 28-5 and 28-6.

Type of Sign	Use	Maximum Size (square feet)	Maximum Height (feet)	Number	Placement
<i>Ground</i>	Nonresidential, multifamily, mobile home park, subdivision site, condominium	40 in total	10	2	Minimum of 5 feet from all lot lines
<i>Wall</i>	Nonresidential	(15 percent of wall to which it is attached)		No limit	
<i>Real estate</i>	Single- and two- family	10	4	One sign per street frontage per lot	

	Plats, site condominiums, mobile home parks	40	6	One per 500-foot road frontage	Minimum of 5 feet from all lot lines
	Nonresidential	20	6	One sign per street frontage per lot	Minimum of 5 feet from all lot lines
<i>Noncommercial</i>	All	10	4	No limit	Not in right-of-way; separation of at least 5 feet from any other permitted sign(s) to avoid appearance of a sign larger than permitted maximum size requirement
<i>Home occupation</i>	Individual dwelling units	4	4	1	Minimum of 5 feet from all lot lines

Section 2. Publication and Effective Date. The City Clerk shall cause this Ordinance to be published and recorded as provided in the City Charter and it shall take effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: May 15, 2023

Adopted:

Published:

Effective:

CERTIFICATION

I certify that the foregoing is a true and complete copy of Ordinance No 194E, which was adopted by the Portland City Council at a regular meeting, held on _____ which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Monique I. Miller, City Clerk

Dated:

**CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan**

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

ORDINANCE NO. 175UU

AN ORDINANCE TO AMEND THE CITY ZONING MAP

THE CITY OF PORTLAND ORDAINS:

SECTION 1. AMENDMENT. The Official Zoning Map of the City of Portland is amended as follows:

Rezone the properties located in the area of Rowe Ave. and Rindlehaven Commons, from TND PUD to R-2 Traditional Residential District.
(34-300-034-000-005-01 and 34-300-035-000-005-00)

SECTION 2. PUBLICATION AND EFFECTIVE DATE. This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: May 15, 2023

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: May 15, 2023

Adopted:

Published:

Effective:

CERTIFICATION

I certify that the foregoing is a true and complete copy of Ordinance No 175UU, which was adopted by the Portland City Council at a regular meeting, held on _____, which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: _____

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 23-34

**A RESOLUTION TO ADOPT THE CITY OF PORTLAND’S
ANNUAL BUDGET FOR FISCAL YEAR 2023-2024 AND
CAPITAL IMPROVEMENT PLAN**

WHEREAS, in accordance with the provisions of the City Charter, the City Manager submitted a recommended budget for the City of Portland, Michigan for the fiscal year commencing July 1, 2023, and ending June 30, 2024, to the City Council on May 1, 2023; and

WHEREAS, the City Council has considered the financial needs of the City of Portland for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the City Manager; and

WHEREAS, on May 15, 2023, the Council did, after proper notice and in accordance with the laws of the State of Michigan, conduct a public hearing on the proposed budget and on the proposed millage rate to be levied to support the proposed budget; and

WHEREAS, the Council has heard and considered all objections and comments on the proposed budget and millage rate to support the proposed budget made at the public hearing.

NOW, THEREFORE BE IT RESOLVED, that the expenditures for the fiscal year commencing July 1, 2023, and ending June 30, 2024, are hereby appropriated by the Portland City Council as follows:

101 - GENERAL FUND

Mayor and Council	\$ 60,975.00
Community Promotion	\$ 383,250.00
City Manager	\$ 217,766.00
Elections	\$ 17,130.00
General Administration	\$ 522,175.00
Assessor’s Department	\$ 59,870.00
City Hall	\$ 100,585.00
Economic Development	\$ 24,000.00
Police Department	\$ 944,551.00
Code Enforcement Zoning and Planning	\$ 30,770.00
Cemetery Department	\$ 205,835.00
Parks Department	\$ <u>478,472.00</u>

SUBTOTAL OF EXPENDITURES FOR GENERAL FUND	\$3,045,379.00
105 - INCOME TAX FUND	\$ 1,579,601.00
202 - MAJOR STREET FUND	\$ 1,536,354.00
203 - LOCAL STREET FUND	\$ 564,732.00
208 - RECREATION FUND	\$ 124,100.00
210 - AMBULANCE FUND	\$ 932,420.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 200,190.00
520 - REFUSE COLLECTION FUND	\$ 197,000.00
582 - ELECTRIC DEPARTMENT FUND	\$ 6,861,020.00
590 - WASTEWATER DISPOSAL FUND	\$ 1,718,301.00
591 - WATER DEPARTMENT FUND	\$ 1,098,227.00
661 - MOTOR POOL FUND	<u>\$ 627,261.00</u>
GRAND TOTAL EXPENDITURES ALL FUNDS	<u>\$ 18,484,585.00</u>

BE IT FURTHER RESOLVED, that the contributions "TO and FROM" for the fiscal year commencing July 1, 2023 and ending June 30, 2024 are hereby appropriated by the City Council as follows:

From General Fund To Motor Pool	\$ 24,000.00
From Income Tax To Major Street Fund	\$ 931,000.00
From Ambulance To Motor Pool	\$ 26,552.00
From Electric Fund To General Fund	\$ 109,391.00
From Wastewater Fund To General Fund	\$ 52,750.00
From Water Fund To General Fund	\$ 39,200.00

GRAND TOTAL TRANSFERS
ALL FUNDS **\$ 1,182,893.00**

BE IT FURTHER RESOLVED, that the revenues for the fiscal year commencing July 1, 2023 and ending June 30, 2024 are estimated as follows:

101 - GENERAL FUND REVENUE	
Taxes	\$1,223,862.00
Licenses & Permits	\$ 99,100.00
Grants / Revenue Sharing	\$ 539,409.00
Charges for Services	\$ 471,992.00
Fines & Forfeits	\$ 9,400.00
Other	<u>\$ 319,616.00</u>
SUBTOTAL OF REVENUES FOR GENERAL FUND	\$ 2,663,379.00
105 - INCOME TAX FUND	\$ 939,400.00
150 - PERPETUAL CARE	\$ 3,000.00
202 - MAJOR STREET FUND	\$ 1,396,122.00
203 - LOCAL STREET FUND	\$ 526,497.00
208 - RECREATION FUND	\$ 114,100.00
210 - AMBULANCE FUND	\$ 832,420.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 335,000.00
520 - REFUSE COLLECTION FUND	\$ 198,600.00
582 - ELECTRIC DEPARTMENT FUND	\$ 5,431,900.00
590 - WASTEWATER DISPOSAL FUND	\$ 1,754,800.00
591 - WATER DEPARTMENT FUND	\$ 891,783.00
661- EQUIPMENT FUND	<u>\$ 357,182.00</u>
GRAND TOTAL REVENUES ALL FUNDS	<u>\$15,444,183.00</u>

BE IT FURTHER RESOLVED, that funds be appropriated from fund balances to balance the budget as follows:

101 - GENERAL FUND	\$ 382,000.00
105 - INCOME TAX FUND	\$ 640,201.00
202- MAJOR STREETS	\$ 140,232.00
203 -LOCAL STREET FUND	\$ 38,235.00
208- RECREATION	\$ 10,000.00

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Portland, County of Ionia, State of Michigan, at a regular meeting held on May 15, 2023 and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976.

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 23-35

**A RESOLUTION APPROVING A PROPOSAL FROM FLEIS &
VANDENBRINK TO CONDUCT DESIGN AND BIDDING SERVICES
FOR REPAIRS TO THE BOARDWALK**

WHEREAS, the City constructed the boardwalk structure along the east bank of the Grand River between Bridge Street and Grand River Avenue in 2007; and

WHEREAS, the boardwalk has sustained damage over the years and requires maintenance and repairs; and

WHEREAS, Fleis & VandenBrink has proposed to perform design and bidding services in the amount of \$8,600.00, a copy of this proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the proposal from Fleis & VandenBrink to perform design and bidding services in the amount of \$8,600.00, a copy of this proposal is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: May 15, 2023

Monique I. Miller, City Clerk



April 25, 2022

Via Email: citymanager@portland-michigan.org

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

RE: Portland Boardwalk Repair – Design and Bidding Services

Dear Tutt:

As you are aware, the Portland Boardwalk structure along the east bank of the Grand River between Bridge Street and Grand River Avenue was constructed in 2007 using a series of concrete “hammerhead” piers. The piers have been subjected to damage both from ice flow and other river debris and freeze/thaw from leakage of the joints in the deck. The Department of Public Works has replaced the joints in the deck. We propose the following Scope of Services to assist the City with designing concrete repairs and soliciting bids from qualified contractors to implement the repairs.

Scope of Services

Design Phase

- Prepare preliminary plans and specifications based on observed damage, using the original construction plans for reference. Technical specifications will be based on the Michigan Department of Transportation’s Standard Specifications for Construction. We anticipate that repair details will be included in the specifications on 8½”x11” plan sheets.
- Review preliminary plans and specifications with City staff.
- Finalize plans and specifications based on comments received.
- Based on the scope of the work, we do not anticipate any permits will be required.

Bidding Phase

- Prepare and submit the advertisement for bids. Contact potential bidders directly and place the advertisement with plan rooms.
- Assemble bidding documents and distribute electronic (PDF) copies to plan rooms. Bid documents will also be available for review on our website.
- Issue electronic bid documents to prospective bidders.
- Answer bidder questions and provide supplemental information, if necessary.
- Conduct a public bid opening to be held at City Hall.
- Tabulate and review the bids received, evaluate references and provide a Recommendation of Award to the City.

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

Anticipated Schedule

We anticipate the following schedule for this project:

- Authorization: May 2022
- Design Engineering: June 2022
- Bidding: July – August 2022
- Pre-Construction Activities: August – September 2022
- Construction: October – November 2022 (potentially with coating work in spring 2023)

Engineering Budget

We propose to complete the Scope of Services outlined above at our standard hourly rates plus reimbursable expenses in accordance with the following budget:

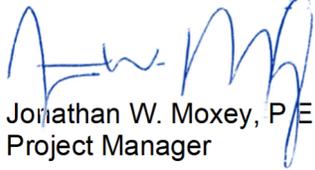
Phase	Budget
Design Engineering	\$ 6,800
Bidding Assistance	\$ 1,800
Total Proposed Budget	\$ 8,600

We will prepare a proposal for construction phase engineering services once the scope of the desired service and timeline for construction have been established.

Authorization to proceed with the work can be given by returning a copy of this proposal, signed below as indicated. In the meantime, please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.
Project Manager



Don DeVries, P.E.
Principal

WORK AUTHORIZATION

Fleis & VandenBrink is hereby authorized to proceed with the Scope of Services presented in this proposal in accordance with the existing Professional Services Agreement for General Consultation dated March 16, 1993.

Tutt Gorman, City Manager

Date

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 23-36

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

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

WHEREAS, F&V Construction has performed work in accordance with the design-build agreement and has submitted a request for payment in the amount of \$1,139,434.79, a copy of which is attached as Exhibit A.

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

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the pay request from F&V Construction for work performed for the wastewater treatment plant project in the amount of \$1,139,434.79, 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: May 15, 2023

Monique I. Miller, City Clerk

To (Owner):	City of Portland 259 Kent Street Portland, MI 48875	Project:	Wastewater System Improvements CWSRF No. 5758-01	Invoice No.:	2138
				Application No.:	15 Revised
				Application Date:	May 5, 2023
DESIGN-BUILDER:	F&V Construction 2960 Lucerne Drive SE Grand Rapids, MI 49546			Period to:	April 30, 2023
				FVC Proj No.:	1221
				Contract Date:	December 23, 2021

DESIGN-BUILDER'S APPLICATION FOR PAYMENT

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

CHANGE ORDER SUMMARY

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

1. ORIGINAL CONTRACT SUM	\$	12,750,000.00
2. NET CHANGE BY CHANGE ORDERS	\$	28,649.69
3. ADJUSTED CONTRACT SUM TO DATE	\$	12,778,649.69
(Line 1 + Line 2)		
4. TOTAL COMPLETED & STORED TO DATE	\$	3,193,462.40
5. RETAINAGE	\$	245,346.24
6. TOTAL ELIGIBLE TO DATE (Line 4 - Line 5).	\$	2,948,116.16
7. LESS PREVIOUS PAYMENTS	\$	1,808,681.38
8. CURRENT PAYMENT DUE	\$	1,139,434.79
9. BALANCE TO FINISH, PLUS RETAINAGE	\$	9,830,533.53
(Line 3 - Line 4 + Line 5)		

AMOUNT CERTIFIED

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

\$ 1,139,434.79

DESIGN-BUILDER:

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

Date: 5/5/2023

APPROVALS:

By: _____
 CITY OF PORTLAND

Date: _____

CERTIFICATE FOR PAYMENT

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

Payment Application No. 15 Revised

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

Contract No.	Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Completed to Date	Balance to Finish	Percent Complete
C1	Site Work & Excavation	\$ 1,557,040.00	\$ 15,000.00	\$ 1,572,040.00	\$ 291,895.60	\$ 165,895.60	\$ 457,791.20	\$ 1,114,248.80	29%
C2	Concrete	\$ 684,595.00	\$ -	\$ 684,595.00	\$ -	\$ 106,045.00	\$ 106,045.00	\$ 578,550.00	15%
C3	General Trades	\$ 656,125.00	\$ -	\$ 656,125.00	\$ 59,929.00	\$ -	\$ 59,929.00	\$ 596,196.00	9%
C4	Painting	\$ 210,568.00	\$ -	\$ 210,568.00	\$ -	\$ -	\$ -	\$ 210,568.00	0%
C5	Mechanical	\$ 4,527,209.20	\$ 11,405.69	\$ 4,538,614.89	\$ 393,717.15	\$ 730,000.00	\$ 1,123,717.15	\$ 3,414,897.74	25%
C6	Electrical, Instrumentation & Control	\$ 1,072,737.00	\$ -	\$ 1,072,737.00	\$ -	\$ 42,842.05	\$ 42,842.05	\$ 1,029,894.95	4%
C7	Biosolids Storage Tank	\$ 488,780.00	\$ -	\$ 488,780.00	\$ 122,195.00	\$ -	\$ 122,195.00	\$ 366,585.00	25%
C8	Sanitary Sewer Improvements (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C9	Cured-in-Place Pipe (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C10	River Crossing (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C11	Masonry	\$ 225,000.00	\$ -	\$ 225,000.00	\$ 15,000.00	\$ 87,500.00	\$ 102,500.00	\$ 122,500.00	46%
C12	Concrete Demo (Included in C1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
C13	Owner's System Integrator	\$ 49,900.00	\$ -	\$ 49,900.00	\$ -	\$ -	\$ -	\$ 49,900.00	0%
	General Conditions	\$ 313,700.00	\$ -	\$ 313,700.00	\$ 111,200.00	\$ 6,000.00	\$ 117,200.00	\$ 196,500.00	37%
	Design-Builder's Fee	\$ 831,800.00	\$ 2,244.00	\$ 834,044.00	\$ 84,487.00	\$ 96,756.00	\$ 181,243.00	\$ 652,801.00	22%
	Basic Services - Design, VE & Pre-Con	\$ 740,000.00	\$ -	\$ 740,000.00	\$ 740,000.00	\$ -	\$ 740,000.00	\$ -	100%
	Basic Services - PM, Admin, SS	\$ 789,800.00	\$ -	\$ 789,800.00	\$ 109,000.00	\$ 31,000.00	\$ 140,000.00	\$ 649,800.00	18%
	Design-Builder's Contingency	\$ 602,745.80	\$ -	\$ 602,745.80	\$ -	\$ -	\$ -	\$ 602,745.80	0%
	Contract Total	\$ 12,750,000.00	\$ 28,649.69	\$ 12,778,649.69	\$ 1,927,423.75	\$ 1,266,038.65	\$ 3,193,462.40	\$ 9,585,187.29	25%



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 1, 2023

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Absent: Council Member Fitzsimmons

Guests: Kathy Parsons; Mike Judd

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 amended Agenda to excuse the absence of Council Member Fitzsimmons.

Yeas: VanSlambrouck, Sheehan, Johnston, Barnes

Nays: None

Adopted

Motion by Johnston, supported by Sheehan, to excuse the absence of Council Member Fitzsimmons.

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted the First Reading of a revision to the Sign Ordinance will be held at the May 15, 2023, City Council meeting to revised issues related to election signs.

The Annual Ambulance Meeting with the participating jurisdictions was held on April 20, 2023. The meeting went very well. There will be no increase to the per capita fees for Fiscal Year 2023/2024 and the new Ambulance Director Dan Sowles was introduced.

City Manager Gorman noted the Sparks Grant for improvements to Community Lake Park was not successful in the first round. The City received constructive feedback on its application and will reapply for funding in the second round process.

The City has received a request to rezone the Rindlehaven property from the current PUD to R-2 for residential development. The Planning Commission will hold a Public Hearing at its meeting on Wednesday, May 10, 2023.

The City Council will hold its Annual Budget Workshop to review the proposed budget for Fiscal Year 2023/2024 on Thursday, May 4, 2023.

City Manager Gorman noted that he is working with State Representatives Gina Johnson and Rick Outman to seek \$8 million in funding through appropriations at the State level for the portions of the Wastewater Treatment Plant Improvement Project that had to be eliminated due to the cost of the project.

The City received a sneak peek at the new website design and continues to work on updating and improving the functionality of the website.

Under Presentations, DDA Director ConnerWellman presented her report on DDA activities.

Under New Business, the Council held the Second Reading and considered Ordinance 175TT to restate Chapter 42 – Zoning of the Code of Ordinances.

Motion by VanSlambrouck, supported by Johnston, to approve Ordinance 175TT to restate Chapter 42 – Zoning of the Code of Ordinances.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

The Council considered Resolution 23-32 to the Public Hearing for the Proposed Budget for Fiscal Year 2023-2024 on May 15, 2023, at 7:00 P.M.

Motion by Johnston, supported by Sheehan, to approve Resolution 23-32 setting a Public Hearing on the Budget proposed for Fiscal Year 2023-2024.

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

The Council considered Resolution 23-33 to request the Michigan State Legislature and Governor include funding in the 2023 Budget for communities following Pension Best Practices established by the State.

Motion by Sheehan, supported by VanSlambrouck, to approve Resolution 23-33 to request that Legislature/Governor include funding in the 2023 Budget for communities following pension best practices established by the State.

Yeas: Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

Motion by VanSlambrouck, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on April 17, 2023, payment of invoices in the amount of \$226,440.00 and payroll in the amount of \$142,228.71 for a total of \$368,668.71. Purchase orders to Fleis & VandenBrink in the amount of \$8,438.80 for services related to the Kent Street Improvement Project, Soil and Structures, Inc. in the amount of \$9,955.00 for a Geotechnical Investigation of the property located on Grant Street, Miratech in the amount of \$12,020.00 for a catalyst for the Fairbanks Morse generator, Chop in the amount of \$13,764.65 for tree trimming services, and NutriGro Environmental Solutions in the amount of \$27,800.00 for biosolids hauling and land application were also included.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None
Absent: Fitzsimmons
Adopted

Under City Manager Comments, City Manager Gorman noted the Annual Clean Up Day will be held Saturday, May 6, 2023, from 7:00 A.M. to Noon at the DPW Compound and will include electronic and hazardous waste collection.

Under Council Comments, Mayor Barnes acknowledged the retirement of CEO Harvey Hoskins from the Portland Federal Credit Union after many years of service.

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

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes
Nays: None
Absent: Fitzsimmons
Adopted

Meeting adjourned at 7:37 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the May 1, 2023 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 Johnston, and Sheehan; City Manager Gorman (via Zoom); City Clerk Miller; DDA Director ConnerWellman; Police Chief Thomas

Absent – Council Member Fitzsimmons

Presentation - DDA Director ConnerWellman presented her report on DDA activities.

Second Reading and Consideration of Ordinance 175TT to restate Chapter 42 – Zoning of the Code of Ordinances.

All in favor. Adopted.

Approval of Resolution 23-32 setting a Public Hearing on the Budget proposed for Fiscal Year 2023-2024.

All in favor. Adopted.

Approval of Resolution 23-33 to request that Legislature/Governor include funding in the 2023 Budget for communities following pension best practices established by the State.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:37 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



City of Portland

Portland, Michigan

Minutes of the City Council Budget Workshop

Held on Monday, May 4, 2023

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes; Mayor Pro-Tem VanSlambrouck, Johnston, and Sheehan; City Manager Gorman; Finance Officer Tolan; City Clerk Miller

Absent: Council Member Fitzsimmons

The meeting was called to order at 5:00 P.M.

City Manager Gorman and Finance Officer Tolan presented the Fiscal Year 2023-2024 budget presentation and information.

There was discussion throughout.

Mayor Barnes thanked City Manager Gorman and Finance Officer Tolan for their efforts in the budget process.

The workshop was adjourned at 7:58 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TIM GROENHOF	01919	REIMB FOR OFF SITE TRAINING MEAL - POLICE	9.75
DON FOX	02717	REIMB FOR CPR, BLS CARDS - AMB	50.00
KARA DOUGHERTY	02767	ASSESSING SERVICES 1ST HALF OF MAY 2023 - ASSES	1,583.33
FAMILY FARM & HOME	01972	SHOP TOWELS - WATER	17.99
FAMILY FARM & HOME	01972	SAFETY GLASSES, MOUSE TRAP - WATER	30.99
PURITY CYLINDER GASES, INC.	00380	OXYGEN, GAS HAZ MAT FEE - AMB	155.34
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
SLC METER LLC	02286	2" METER/SHIPPING - WATER	1,045.86
KEUSCH SUPER SERVICE	00228	OIL CHANGE #303 - POLICE	56.75
KEUSCH SUPER SERVICE	00228	TIRE REPAIR #302 - POLICE	30.00
KEUSCH SUPER SERVICE	00228	INSPECT SUSPENSION REPAIRS #302 - POLICE	897.31
STAR THOMAS	01654	PURCHASES REIM - POLICE, AMB	460.30
PLB PLANNING GROUP LLC	02504	CONSULTATION - CODE	2,356.68
PAMA	01370	40% CONT TO PAMA - COM PROMO	206.38
MUNICIPAL SUPPLY CO.	00324	FIELD MARKING PAINT - REC	72.00
KEN GENSTERBLUM	00163	CLOTHING ALLOW - WATER	288.30
FAMILY FARM & HOME	01972	TARP CLIP, PASS CHAIN - LOC STS	29.98
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	5.99
FLAGS UNLIMITED LTD	00988	FLAGS - MAJ STS	98.47
FLAGS UNLIMITED LTD	00988	FLAGS - PARKS	98.50
CONSUMERS CONCRETE CORPORATION	00094	SUPPLIES - MAJ, LOC STS	103.92
MENARDS	00260	SUPPLIES - MAJ, LOC STS	147.45
MUNICIPAL SUPPLY CO.	00324	TRAFFIC PAINT - MAJ STS	78.00
GRAINGER, INC.	00172	US FLAG - MTR POOL	35.15
GRAINGER, INC.	00172	SAFETY SIGN ETC - MTR POOL	104.81
MRWA	01935	SAFETY TRAINING K GENSTERBLUM - MTR POOL	100.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	181.50
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	216.60
NYE UNIFORM CO.	00338	UNIFORM PANTS - POLICE	74.50
FAMILY FARM & HOME	01972	GLOVES - PARKS, CEM	43.98
HORROCKS GARDEN CENTER	02801	TREE, ARBOR DAY - PARKS	360.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	153.21
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	979.05
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	123.97
FAMILY FARM & HOME	01972	MORTAR MIX - ELECTRIC	9.99
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	250.00
MINDY TOLAN	01228	MMTA CONF MILEAGE/MEALS - GEN	113.80
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,460.34
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	13.98
CORRIGAN OIL CO, NO. 11	02693	DIESEL FUEL - ELECTRIC	1,759.33
CORRIGAN OIL CO, NO. 11	02693	DYED ULTRA LOW SULFUR#2 - ELECTRIC	4,222.72
GRAINGER, INC.	00172	MR SUPPLIES - ELECTRIC	1,259.44
GRAINGER, INC.	00172	EXIT SIGN - MTR POOL	62.61
GRAINGER, INC.	00172	RESTRICT AREA SIGN - MTR POOL	65.95
KEUSCH SUPER SERVICE	00228	FRONT END ALIGNMENT #45- AMB	94.98
PLEUNE SERVICE COMPANY INC.	00741	QRTLY INSPECT LABOR/PARTS - CITY HALL	779.00
CULLIGAN	02130	1X WATER - WW	8.75
CULLIGAN	02130	2X WATER - WW	15.50
CULLIGAN	02130	1 COOLER RENTER - WW	15.00
ROCHESTER CREATIONS	02359	ZIP JOB SHIRT - AMB	106.00
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REV SHARING NOV-DEC 2022- COM	6,423.70
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REV SHARING JAN-FEB 2023 - COM	5,604.80
INSOURCE SOLUTIONS GROUP INC.	01813	APRIL 2023 EFILED RETURNS - INC TAX	606.00
MUZZALL GRAPHICS	00326	LETTERHEAD - VAR DEPTS	837.14
GRANGER	00175	REFUSE-WW	164.00
GRANGER	00175	REFUSE - ELECTRIC	93.00
GRANGER	00175	REFUSE - MP, PARKS, CEM	312.00
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	414.06
SHANE SCHEURER	01575	CLOTHING ALLOW - ELECTRIC	248.03
AIDEN PUNG	02805	SOM CDL RENEWAL FEES - WW	66.35
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	428.00
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC APPRV RES 22-29	980.78

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	2,027.16
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
FAMILY FARM & HOME	01972	GLOVES - WATER	9.99
TODD DAVLIN	02696	CONFERENCE, PARTS FOR REPAIRS REIM - ELECTRIC	1,159.62
FORTE PAYMENTS, INC.	02522	CC PAYMENTS APRIL 2023 - REC	147.54
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICALS - POL, AMB	944.00
MOYER CONSTRUCTION	00316	SIDE WALK REPLACEMENT- MAJ STS	600.00
CULLIGAN	02130	5X WATER CITY HALL - GEN	35.75
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	0.90
VC3 INC.	02745	HDMI CABLE - INCOME TAX	9.00
DICKINSON WRIGHT PLLC	02244	MAR 2023 LEGAS SVCS - DDA, GEN	1,425.00
CAPITAL ASPHALT LLC	02578	ASPHALT - MAJ STS	175.70
EJ USA INC	02368	SELF LEVEL VALVE BOX RISER - WATER	257.60
STRYKER SALES LLC	01753	AED - WW, WTR, MTR POOL	3,373.51
STRYKER SALES LLC	01753	3 AED -ELECTRIC APPROVED CONSENT AGENDA 10-3-22	5,060.26
STRYKER SALES LLC	01753	FREIGHT CHARGE - ELECTRIC APP CONSENT AGENDA 10	50.25
THE HUNTINGTON NATIONAL BANK	02659	3RD PYMT SWEEPER - MTR POOL	34,987.50
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,686.87
VC3 INC.	02745	NEW MONITOR/WEB CAM - INCOME TAX	299.98
ALTEC INDUSTRIES, INC.	00016	VEHICLE MAINTENANCE - ELECTRIC	1,760.31
PLEUNE SERVICE COMPANY INC.	00741	BUILDING MAINTENANCE - ELECTRIC	2,392.71
POWER LINE SUPPLY COMPANY	00389	SHIRTS - ELECTRIC	70.00
SELBY LAWN CARE	02736	LAWN CARE - ELECTRIC	280.00
ALTEC INDUSTRIES, INC.	00016	VEHICLE MAINTENANCE - ELECTRIC	151.40
BLOOM SLUGGETT, PC	02783	PREFESSIONAL SVCS - POLICE	725.00
MUNICIPAL SUPPLY CO.	00324	JACKET, SAFETY GLASSES - ELECTRIC	80.50
REED & HOPPES, INC.	00390	HARDWARE FOR THE DAM- ELECTRIC	86.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	4,320.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	2,741.00
EMMA HONSOWITZ	02572	OFFICIAL - REC	84.00
TANNER BROWNELL	02800	OFFICIAL - REC	108.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER	00175	REFUSE - COM PROMO, POLICE	103.00
DICKINSON WRIGHT PLLC	02244	APRIL 2023 PROFESSIONAL SVCS -GEN	1,957.00
MICHIGAN MUNICIPAL WC FUND	00291	WORKERS COMP RENEWAL 6/30/24 - VAR DEPTS	23,517.00
CITY OF PORTLAND	00701	ADDED DRAINS TO MUNICIPLA INSPECT PERMIT - WW	126.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	56.00
TOWN & COUNTRY GROUP	02740	CAMERA TOAN PARK - PARK	260.00
FOSTER BLUE WATER OIL, LLC	02301	GAS - PARKS & CEM	650.46
DORNBOS SIGN, INC.	00067	WELCOME SIGN - MAJ STS	492.85
DORNBOS SIGN, INC.	00067	CURVE SIGNS - MAJ STS	77.25
DORNBOS SIGN, INC.	00067	SIGNS, SUPPLIES - MAJ, LOC STS	1,139.80
CAPITAL EQUIPMENT IONIA	02750	TRIMMER - MAJ, LOC STS	289.99
SOUND OFF SIGNAL	02556	LOW DOME BEACON - MTR POOL	535.83
Total:			\$131,616.04

**BI-WEEKLY
WAGE REPORT
May 15, 2023**

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.	11,875.47	249,221.23	3,091.82	79,631.63	14,967.29	328,852.86
ASSESSOR	-	-	-	-	-	-
CEMETERY	3,268.32	86,774.63	338.92	21,214.01	3,607.24	107,988.64
POLICE	13,066.58	314,032.78	3,459.96	87,883.19	16,526.54	401,915.97
CODE ENFORCEMENT	74.06	1,795.17	5.77	139.49	79.83	1,934.66
PARKS	2,961.07	70,465.34	303.56	12,088.14	3,264.63	82,553.48
INCOME TAX	2,897.17	55,901.62	714.41	17,797.26	3,611.58	73,698.88
MAJOR STREETS	3,081.10	93,027.51	769.21	37,417.93	3,850.31	130,445.44
LOCAL STREETS	2,469.13	84,530.83	581.25	35,337.59	3,050.38	119,868.42
RECREATION	1,567.80	23,948.52	322.97	6,050.43	1,890.77	29,998.95
AMBULANCE	20,487.81	371,662.08	4,501.81	73,692.68	24,989.62	445,354.76
DDA	2,520.74	56,709.15	356.05	9,544.66	2,876.79	66,253.81
ELECTRIC	22,603.95	504,494.86	4,868.54	160,011.54	27,472.49	664,506.40
WASTEWATER	10,477.01	189,599.74	1,535.25	51,079.49	12,012.26	240,679.23
WATER	8,062.21	158,184.38	2,081.13	54,121.44	10,143.34	212,305.82
MOTOR POOL	748.52	18,729.89	156.64	5,703.32	905.16	24,433.21
TOTALS:	106,160.94	2,279,077.73	23,087.29	651,712.80	129,248.23	2,930,790.53

**BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 05/10/2023
MEETING DATE 05/15/2023**

Fund	Description	Beginning Balance 04/27/2023	Total Cash in	Total Cash out	Cash Balance 05/15/2023	Time Certificates	Ending Balance 05/15/2023
101	GENERAL FUND	1,262,804.00	195,497.36	(180,282.31)	1,278,019.05	235,000.00	1,513,019.05
105	INCOME TAX FUND	192,193.08	179,437.73	(195,342.15)	176,288.66	10,000.00	186,288.66
150	CEMETERY PERPETUAL CARE FUND	64,357.51	-	-	64,357.51		64,357.51
202	MAJOR STREETS FUND	415,373.63	41,334.50	(22,524.03)	434,184.10		434,184.10
203	LOCAL STREETS FUND	125,825.77	22,965.42	(17,779.55)	131,011.64		131,011.64
208	RECREATION FUND	51,672.21	5,450.10	(6,366.70)	50,755.61		50,755.61
210	AMBULANCE FUND	121,163.01	31,614.58	(45,054.26)	107,723.33		107,723.33
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	534,192.77	2,986.73	(5,933.46)	531,246.04		531,246.04
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	29,778.57	3,885.47	(16,335.20)	17,328.84		17,328.84
582	ELECTRIC FUND	2,359,831.68	131,497.22	(181,116.45)	2,310,212.45	530,000.00	2,840,212.45
590	WASTEWATER FUND	779.67	40,847.79	(85,273.86)	(43,646.40)		(43,646.40)
591	WATER FUND	387,354.43	26,310.97	(90,655.66)	323,009.74	420,000.00	679,639.02
661	MOTOR POOL FUND	140,541.09	7,227.82	(7,145.06)	140,623.85		140,623.85
703	CURRENT TAX FUND	7,024.03	34,736.93	(5,800.23)	35,960.73		35,960.73
	TOTAL - ALL FUNDS	5,696,253.70	723,792.62	(859,608.92)	5,560,437.40	1,195,000.00	6,692,066.68
						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	1,846,114.84
						ELECTRIC-PRIN & INT ESCROW	35,107.21
						WASTEWATER DEBT ESCROW	319,107.67
						WASTEWATER REPAIR ESCROW	303,912.31
						WASTEWATER 2022 BOND RESERVE	145,875.42
						DDA-PRIN & INT ESCROW	501.78
						WATER BOND ESCROW	63,370.72
							10,329,519.07

*Customer Deposit Breakdown

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

*



Portland Police Department

Star Thomas, *Chief of Police*

May 12, 2023

To: Tutt Gorman, City Manager
From: Star Thomas, Police Chief

Re: Kenwood Radio Order

Hello,

I'm requesting replacement of the 800MHZ mobile radios for two patrol cars. The current radios are approximately 20 years old and losing functionality.

The quote from DigiCom Global is for two in-car cameras as well as accessory wiring and installation. The overall cost is \$6,351.60.

A copy of the quote is attached for your reference.

Sincerely,

A handwritten signature in black ink, appearing to read "Star Thomas".

Star Thomas
Chief of Police

Digicom Global Inc.

3911 Rochester Rd.
Troy, Mi. 48083

Invoice

Date	Invoice #
3/1/2023	6952

PAST DUE

Bill To
Portland Police Dept 773 E Grand River Portland, MI 48875

Ship To
Portland Police Dept 773 E Grand River Portland, MI 48875

P.O. Number	Terms	Rep
OK per Star	Net 30	TIM

Quantity	Item Code	Description	Price Each	Amount
2	VM5930BF SCD	Quote Prepared for Chief Star Thomas 517-647-2934 starthomas@portland-michigan.org PORTABLE MOVED TO 7168 PER STAR THOMAS Single Head Remote for Police with external speaker VM5930BF Viking Mobile Deck Only 700/800, 762-806MHz, 806-870MHz, Transflective Color Display, 35 watts, 1024 Channels, 255 Zones, IP 54/55 & Mil Spec C/D/E/F/G. 3 Year Warranty. Includes P25 Conventional and Phase1 Trunking. S/N X93009306830254 X93009306830262	1,720.00	3,440.00
2	KCH-19VM SCD	KCH-19VM Basic Control Panel for dash mount. EFJ line.	144.00	288.00
2	KCT-71M2 SCD	KCT-71M2 (17ft) Remote Control Cable.	57.60	115.20
2	KMC-65M	KMC-65M standard palm microphone for a base or mobile	42.40	84.80
2	KRK-14HV SCD	KRK-14HV KCH-19 Rear Panel EFJ model	127.20	254.40
2	KCT-23M3 SCD	KCT-23M3 DC Cable (35-50W Remote Mount; pos. 23ft, neg 3.3ft leads)	44.00	88.00
2	KMB-33M	KMB-33M: Standard mounting brackets	11.20	22.40
2	KRK-17BF SCD	KRK-17BF Remote Kit FOR A VM5000/7000 deck	88.00	176.00
2	VIK 597539077901	VIK 597539077901 USB Micro A-B Cable. USB Micro Type B male To USB Micor Type B female extension cable.	0.00	0.00

Subtotal	
Sales Tax (6.0%)	
Total	
Payments/Credits	
Balance Due	

Phone #	Web Site
248-866-6000	digicomglobal911.com

Digicom Global Inc.

3911 Rochester Rd.
Troy, Mi. 48083

Invoice

Date	Invoice #
3/1/2023	6952

PAST DUE

Bill To
Portland Police Dept 773 E Grand River Portland, MI 48875

Ship To
Portland Police Dept 773 E Grand River Portland, MI 48875

P.O. Number	Terms	Rep
OK per Star	Net 30	TIM

Quantity	Item Code	Description	Price Each	Amount
2	KCT-46 SCD	KCT-46 Ignition sense cable (plugs directly into mobile chassis ignition sense line).	11.20	22.40
2	KES-5A	KES-5A External speaker 12-15 Watt Output. 9 ft lead	49.00	98.00
2	KAP-2	KAP-2 Home Alert / P.A. Relay Option	51.20	102.40
2	MPSCS	MPSCS \$250.00 one time programming fee good for the life of the radio OPTIONAL	250.00	500.00
2	Service-Two Way ...	Service-Removal of old Motorola radio and reinstallation of single head remotes	475.00	950.00
1	Service-Two Way ...	Mobile charge if we need to make 2 trips \$150.00. Waived if we can do all 4 installs in one trip?	150.00	150.00
1	Shipping MiDeal	Shipping MiDeal state contract pricing require contract # 210000000896 to be listed somewhere on the PO.	60.00 0.00	60.00 0.00

Subtotal		\$6,351.60
Sales Tax (6.0%)		\$0.00
Total		\$6,351.60
Payments/Credits		\$0.00
Balance Due		\$6,351.60

Phone #	Web Site
248-866-6000	digicomglobal911.com



PURCHASE ORDER

City of Portland

P.O. 12015

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

VENDOR Motorola Solutions

DATE: 5/12/2023

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
(3) M500 In-car Video Systems	101-301-931.000		
-VAAS, -Initial Setup.			
-5yr. Warranty			
\$10,940.00 - Year 1			
\$5,940.00 - Year 2-5.			

DEPARTMENT HEAD (UP TO \$500) _____

TOTAL \$10,940.000

MTD

Treasurer Initials

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



Portland Police Department

Star Thomas, *Chief of Police*

May 12, 2023

To: Tutt Gorman, City Manager
From: Star Thomas, Police Chief

Re: WatchGuard Camera Order

Hello,

I'm requesting replacement of the interior dash cameras for three patrol cars. The current cameras are approximately 10 years old, and two of the three cameras are no longer operational.

The quote from Motorola Solutions is for three in-car cameras as well as cloud storage and redaction software for recorded files. The overall cost is \$34,700.00 with ability to pay over five years. The cost breakdown:

- *Year 1 \$10,940.00* Upront Costs for Hardware, Accessories, and Implementation plus Subscription Fee
- *Years 2 – 5 \$5,940.00 each year*

A copy of the quote is attached for your reference.

Sincerely,

Star Thomas
Chief of Police

02/23/2023

PORTLAND, CITY OF
773 E GRAND RIVER AVE
PORTLAND, MI 48875

RE: Motorola Quote for 3 (M500)

Dear Star Thomas,

Motorola Solutions is pleased to present PORTLAND, CITY OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide PORTLAND, CITY OF with the best products and services available in the communications industry. Please direct any questions to Kelsey Thompson at Kelsey.Thompson@motorolasolutions.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Kelsey Thompson

Billing Address:
 PORTLAND, CITY OF
 773 E GRAND RIVER AVE
 PORTLAND, MI 48875
 US

Quote Date:02/23/2023
 Expiration Date:05/24/2023
 Quote Created By:
 Kelsey Thompson
 Kelsey.Thompson@
 motorolasolutions.com

End Customer:
 PORTLAND, CITY OF
 Star Thomas
 starthomas@portland-michigan.org
 +1.517.647.7531

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
Video as a Service							
1	AAS-M5-5YR-001	M500 IN-CAR VIDEO SYSTEM AND VIDEO MANAGER EL CLOUD - 5 YEARS VIDEO-AS-A-SERVICE*	3	5 YEAR	\$9,900.00	\$9,900.00	\$29,700.00
2	PRS-0618A	VAAS MANAGED INSTAL,ONSITE,TRAIN,CO NFIG	1		\$6,250.00	\$5,000.00	\$5,000.00
3	WGB-0700A	VIDEO EQUIPMENT,M500 IN-CAR SYSTEM FRONT/PASSENGER CAM*	3		Included	Included	Included
4	SSV00S03094A	COMMANDCENTRAL EVIDENCE PLUS SUBSCRIPTION VAAS*	3	5 YEAR	Included	Included	Included
5	SSV00S03096A	COMMANDCENTRAL EVIDENCE UNLIMITED IN CAR STORAGE VAAS*	3	5 YEAR	Included	Included	Included
6	WGW00502	M500 EXTENDED WARRANTY	3	5 YEAR	Included	Included	Included



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
7	WGA00428-103	CONFIGWIRLESKIT MTIK802.11AC,POE,5GHZ ANT	3		Included	Included	Included
8	WGP01394-001	CBL, WIFI VHCL ANT MNT, NMO, 17'L	3		Included	Included	Included
9	WGA00574-100	SMART POE SWITCH (SPS), M500	3		Included	Included	Included
10	WGA00574-KIT	VISTA HD, SPS KIT, INC PWR & ANT CBL	3		Included	Included	Included

Grand Total
\$34,700.00(USD)
Pricing Summary

	List Price	Sale Price
Upfront Costs for Hardware, Accessories and Implementation (if applicable), plus Subscription Fee	\$12,190.00	\$10,940.00
Year 2 Subscription Fee	\$5,940.00	\$5,940.00
Year 3 Subscription Fee	\$5,940.00	\$5,940.00
Year 4 Subscription Fee	\$5,940.00	\$5,940.00
Year 5 Subscription Fee	\$5,940.00	\$5,940.00
Grand Total System Price	\$35,950.00	\$34,700.00

Notes:

- Additional information is required for one or more items on the quote for an order.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, April 12, 2023 at 7:00 P.M.
In Council Chambers at City Hall

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

Absent: Roeser, Williamson

Staff: City Manager Gorman, City Clerk Miller

Guests: Paul LeBlanc of PLB Planning Group, LLC, David Lange, Becky & Kelly Ward of Ward's Garage, John Wooden, Tim Cunningham, Pastor Duane Bower of Epic Church

Chair Fitzsimmons called the meeting to order at 7:03 P.M. with the Pledge of Allegiance.

Motion by Kmetz, supported by Johnston, to excuse the absence of Members Roeser and Williamson.

All in favor. Approved.

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

All in favor. Approved.

Motion by Kmetz, supported by Johnston, to approve the minutes of October 12, 2022, Planning Commission meeting.

All in favor. Approved.

There was no public comment.

Chair Fitzsimmons opened the Public Hearing at 7:05 P.M.

City Manager Gorman stated the purpose of the Public Hearing is to receive public comments on the proposed draft of the Revised Zoning Ordinance and Zoning Map.

Mr. LeBlanc provided a presentation on changes made in the Draft Revised Zoning Ordinance and the Zoning Map.

Becky Ward of Ward's Garage provided a history of their business and asked for clarification of the non-conforming definition.

Mr. LeBlanc stated that if the business were to be destroyed it could be rebuilt contingent on approval as a Special Land Use by the Planning Commission. He further noted under the current Zoning Ordinance this would not be permitted.

Mrs. Ward noted the improvements they have made to their properties of the years and stated the businesses along Maple St. (except for the theatre) are more service oriented than typical of a traditional commercial downtown.

Planning Commission Minutes
April 12, 2023

There was a discussion.

Tim Cunningham, property owner of 227 Maple St., stated his desire to make ½ of his building into a residential use sometime in the future.

He noted that in his discussions with Mr. LeBlanc and City Manager Gorman before the meeting they advised this could be a possibility in the future if the front of the building remains the same.

City Manager Gorman noted the issue regarding the Epic Church property. Currently, churches are permitted in every commercial district. The proposed revised ordinance would allow churches in only the C-1 District and would change Epic to a nonconforming use.

There was discussion around the possibility of adding places of worship as a use in the C-2 District as a special use with some limitations or leaving it as proposed and the church would be able to continue its use.

David Lange, property owner of 117 E. Grand River Ave. asked for clarification of the C-2 and C-1 Districts.

Mr. LeBlanc explained the advantages of the change.

John Wooden, homeowner of 217 James St., asked how the change from C-2 to C-1 would affect his residence.

Mr. LeBlanc explained the unique situation with this property and noted that specific language in the ordinance allows residential use.

Chair Fitzsimmons closed the Public Hearing at 8:20 P.M.

Under New Business, the Planning Commission considered revisions to Chapter 42 of the City of Portland Zoning Ordinance and changes to the Zoning Map.

Member Kmetz suggested a correction be made to Section 15-2 (a) and (e) are not in conflict of each other.

Member Parsons asked a description of the differences between whole house rentals and Bed & Breakfasts.

Mr. LeBlanc explained the differences and there was discussion regarding short-term rentals.

Mr. LeBlanc noted he will add a provision to allow residential units in single story buildings in the C-1 District in the rear of the building, as discussed to address the property at 227 Maple St.

There was further discussion.

Planning Commission Minutes
April 12, 2023

City Manager Gorman thanked the public for their attendance, questions, and discussion. He noted the good faith effort on the part of the City and Planning Commission in an effort to make improvements to the Zoning Ordinance.

Motion by Kmetz, supported by Parsons, to recommend the proposed revised Zoning Ordinance and Zoning Map to City Council for approval with an amendment to allow non-street facing ground floor residences in the C-1 District, and to address the conflict between Section 15-2 (a) and (e).

All in favor. Approved.

Under Planning Commission comments, Member Parsons noted how far the Planning Commission has come in making improvements to the Zoning Ordinance, the proposed revised document is much improved.

Motion by Parsons, supported by Kmetz, to adjourn the meeting at 8:35 P.M.

All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary



April 5, 2023

S. Tutt Gorman, City Manager

City of Portland

259 Kent Street

Portland, MI 48775

RE: April 2023 Monthly Operation Report

Dear Mr. Gorman:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of April 2023. I will submit future progress reports on a monthly basis for your review. All information and data used to compile this report is available for your review. If you have any questions, please email me at, tsmith@portland-michigan.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'T Smith', is written over a horizontal line.

Tony Smith

City of Portland WWTP Superintendent

- **ADMINISTRATIVE REPORT**

The April 2023 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes and Energy (EGLE). The average influent flow was 416,000 gallons per day. The daily maximum flow was 734,000 GPD, due to 3" rain event in early April. The WWTP discharged a total of 10.57 MG (million gallons) of final effluent to the Grand River for the month of April and treated a total of 12.47 MG (million gallons) of influent (raw wastewater). The Monthly Operating Report (MOR) is included in this report.

- **Action Items**

- The WWTP staff has completed all lift station maintenance and is working with Kennedy Industries on replacing the pump check valves.
- UIS was able to replace the alternating relay pump control module at the Riverside Lift Station. Originally this lift station was to be replaced during the upgrade process, but due to the cost this portion was eliminated.
- Aiden Pung has been trained and prepped to cover weekends. In May we will be adding Aiden to the rotation for weekend Plant Coverage. With Aiden joining our team we have been updating our Emergency Contact info along with updating and eliminating some of the plant SOP's (standard operating procedures).
- The city has become aware of a joint lateral connection on Kent St., with the assistance of Cook Bros the City staff is planning to separate the joint lateral once school lets out. This will allow for avoiding the school traffic that is present while school is in session.

- **WASTEWATER MAINTENANCE**

- The WWTP staff completed 175 preventative maintenance work orders from our HIPPO computerized maintenance program (CMMS).
- The WWTP staff with the assistance of the Electric Dept. pulled the submersible pumps at the Cutler Road lift station for cleaning and maintenance. The staff also completed annual maintenance at the Riverside lift station. Both pumps were pulled and inspected, the wet well was pumped down and cleaned. The pump floats were pulled, cleaned and tested. UIS was on site to repair the alternating pump relay successfully. The Riverside location lift station is the city's oldest lift station, and requires the most maintenance.
- With the warmer months approaching the city staff will begin to work on the City Sewer main street maintenance. With the use of the Vac-con truck the city is able to clean and root cut around 40-50,000 feet of main annually.

- **OPERATIONS/ UPGRADE NOTES**

The WWTP continues to work with contractors throughout the upgrade process. There is a lot of process changes being made and we are adjusting on the fly to comply with our NPDES permit requirements. The staff is working with Midwest Power to add temporary air supply to the Digesters. This will help control

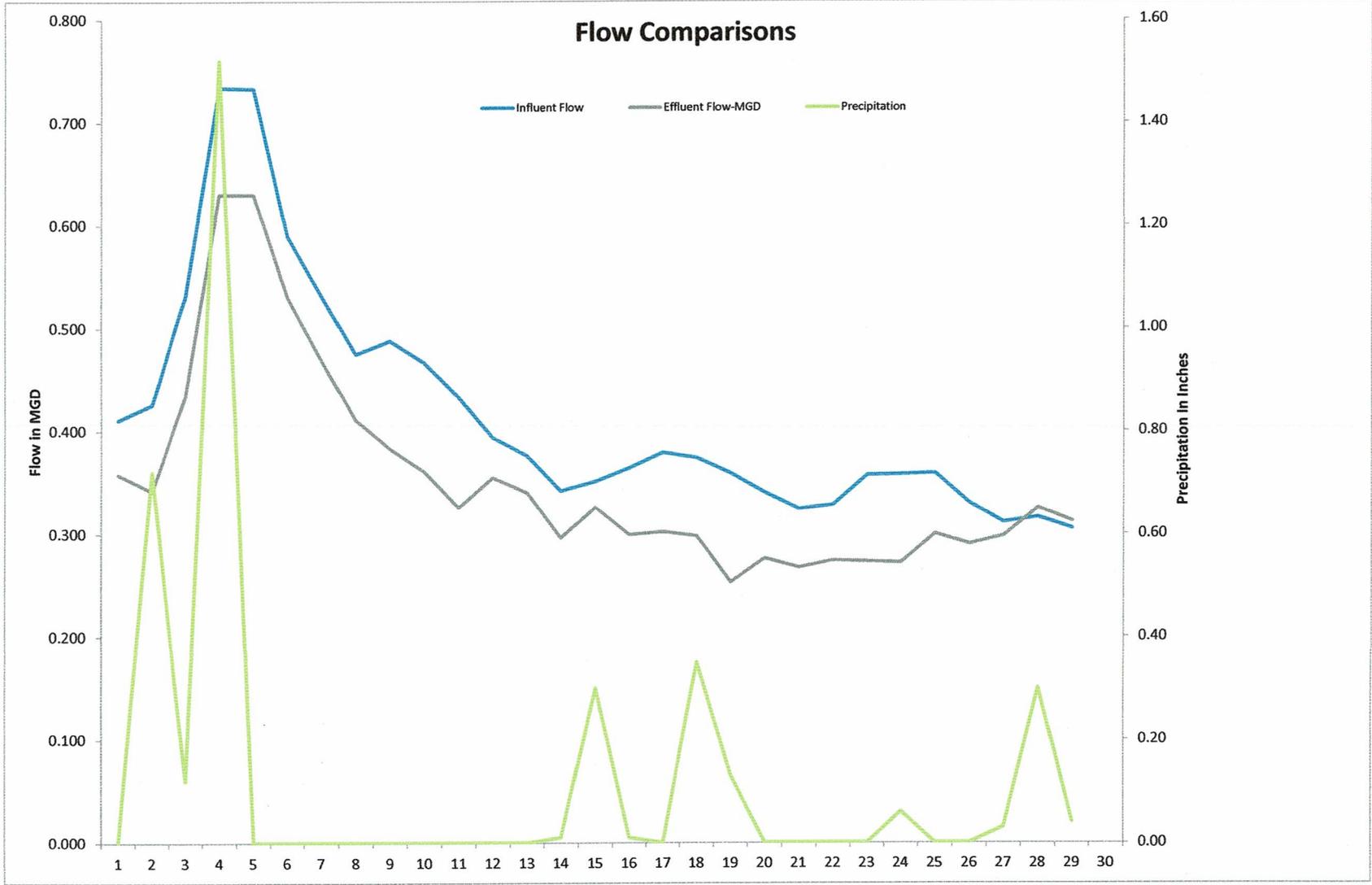
the odors while the plant is undergoing the upgrade process. The digester lids have been removed with the assistance of a high reach crane. The boiler that heated the primary sludge has been taken out of service along with the sludge mixing compressor. All of the methane capture lines have been removed.

- **EMERGENCY ALARM CALL-OUTS**

There were 3 sewer complaints for the month of April. One for address 425 Grape St. and two callouts for ADM. All of the complaints were investigated and determined the issue to be in the sewer laterals not in the city's sewer main. ADM contacted Cook Bros excavating to replace a portion of the sewer lateral and add a clean-out for future servicing.

- **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 April 2023. The average influent flow during this period was 416,000 gallons per day and the average effluent flow during this period was 352,000 gallons per day. We had (12) days with measurable precipitation which totaled 3.6 inches. The influent flow is higher than the effluent flow due to solids removal and due to recycle flows which are measured twice.



PORTLAND WWTP DAILY DISCHARGE MONITORING REPORT

PERMITTEE NAME: City of Portland WWTP
 MAILING ADDRESS: 259 Kent St
 Portland, MI 48875
 FACILITY: Portland WWTP
 LOCATION: 259 Kent St
 Portland, MI 48875

PERMIT NUMBER: MIG570220
 DISTRICT: West Michigan
 COUNTY: Ionia
 MONITORING POINT: 001A
 MONITORING PERIOD: Apr-23

PARAMETER	Flow	Total Suspended Solids 7 Day Ave	Total Suspended Solids lbs. Ave	Total Suspended Solids	Total Suspended Solids	Carbonaceous Biochemical Oxygen Demand 7 Day Ave	Carbonaceous Biochemical Oxygen Demand 7 Day Ave	Carbonaceous Biochemical Oxygen Demand (CBOD5)	Carbonaceous Biochemical Oxygen Demand (CBOD5)	Total Phosphorus (as P)	Fecal Coliform 7 Day Geo	Fecal Coliform	CBOD	Total Suspended Solids	Outfall Observation	PH MIN	PH MAX	Dissolved Oxygen	
NAME CODE	50050	530.00	530.0	530	530.0	80082.0	80082.00	80082.0	80082.00	665.00	74055.00	74055	Percent	Percent		400	400.00	300	
MONITORING POINT	001A	001A	001A	001A	001A	001A	001A	001A	001A	001A	001A	001A	Removal	Removal	001A	001A	001A	001A	
STAGE	1	B	B	B	B	B	B	B	B	B	1.00	1			Yes/No	1	1.00	1	
UNIT	MGD	mg/l	lbs.	mg/l	lbs.	mg/l	lbs.	mg/l	lbs.	mg/l	cts/100 ml	cts/100 ml				S.U.	S.U.	mg/l	
1-Apr-23	0.336																		
2-Apr-23	0.358																		
3-Apr-23	0.342			11.6	33.1			4.3	12.3	0.97		7	97	91	yes	7.3	7.3	6	
4-Apr-23	0.434			6.4	23.2			3.4	12.3	0.93		5	94	95	yes	7.2	7.2	6	
5-Apr-23	0.630			5.6	29.4			4.9	25.7	1.10		3	98	98	yes	7.2	7.2	5.3	
6-Apr-23	0.630																		
7-Apr-23	0.531	7.9	28.6				4.2	16.8				5							
8-Apr-23	0.470	7.9	28.6				4.2	16.8				5							
9-Apr-23	0.411	7.9	28.6				4.2	16.8				5							
10-Apr-23	0.383	4.3	18.4	0.8	2.6	3.9	16.3	3.4	10.9	0.65	2	1	99	99	yes	7.1	7.1	6	
11-Apr-23	0.361	3.9	11.0	5.25	1.0	3.6	14.8	2.6	7.8	0.74	1	1	98	96	yes	7.2	7.2	5.6	
12-Apr-23	0.326	3.4	5.0	4.25	11.6	2.9	8.6	2.6	7.1	0.40	1	3	98	96	yes	7.3	7.3	5.1	
13-Apr-23	0.355	3.4	5.0			2.9	8.6				1								
14-Apr-23	0.340	3.4	5.0			2.9	8.6				1								
15-Apr-23	0.296	3.4	5.0			2.9	8.6				1								
16-Apr-23	0.326	3.4	5.0			2.9	8.6				1								
17-Apr-23	0.299	4.4	7.3	3.75	9.4	2.8	7.6	3.2	8.0	0.22	3	7	99	98	yes	7.2	7.2	5.4	
18-Apr-23	0.302	2.9	7.6	0.75	1.9	2.7	6.9	2.2	5.5	0.15	4	4	97	99	yes	7.3	7.3	5.8	
19-Apr-23	0.298	1.8	4.4	0.75	1.9	2.7	6.8	2.8	7.0	0.14	5	5	99	100	yes	7.3	7.3	6.1	
20-Apr-23	0.253	1.8	4.4			2.7	6.8				5								
21-Apr-23	0.276	1.8	4.4			2.7	6.8				5								
22-Apr-23	0.267	1.8	4.4			2.7	6.8				5								
23-Apr-23	0.274	1.8	4.4			2.7	6.8				5								
24-Apr-23	0.273	1.6	3.8	3.4	7.7	2.7	6.6	3.2	7.3	0.21	3	2	99	99	yes	7.2	7.2	5.4	
25-Apr-23	0.272	3.2	7.4	5.5	12.5	2.9	6.9	2.8	6.4	0.20	3	2	99	97	yes	7.1	7.1	5.5	
26-Apr-23	0.300	3.3	7.6	1	2.5	3.0	7.0	3.0	7.5	0.24	2	3	99	100	yes	7	7	5.7	
27-Apr-23	0.290	3.3	7.6			3.0	7.0				2								
28-Apr-23	0.298	3.3	7.6			3.0	7.0				2								
29-Apr-23	0.325	3.3	7.6			3.0	7.0				2								
30-Apr-23	0.312	3.3	7.6			3.0	7.0				2								
1-May-23	0.000	3.3	7.5			2.9	6.9				2								
Average	0.341			4.1	11.4			3.2	9.8	0.50		3	98	97					
MIN	0.000												94	91		7			
MAX	0.630	7.9	28.6			4.2	16.8			1.10	5						7.3		

April 2023

FINAL EFFLUENT

DAY	CBOD -5					T.S.S					V.S.S			TOTAL PHOSPHORUS			pH	DO	FECAL		AMMONIA	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	NITROGEN		
		7-day		7-day	Rem.		7-day		7-day	Rem.				Rem.			cts/100 ml	7-day	mg/l	lbs/day		
		Avg		Avg			Avg		Avg									GEO				
1																						
2																						
3	4.3		12.3		97	11.6		33.1		91	1.6	0.970	2.8	74	7.3	6.0	7					
4	3.4		12.3		94	6.4		23.2		95	3.2	0.930	3.4	64	7.2	6	5					
5	4.9		25.7		98	5.6		29.4		98	3.2	1.100	5.8	59	7.2	5.3	3					
6																						
7		4.2		16.8			7.9		28.6									5				
8		4.2		16.8			7.9		28.6									5				
9		4.2		16.8			7.9		28.6									5				
10	3.4	3.9	10.9	16.3	99	0.8	4.3	2.6	18.4	99	0.4	0.649	2.1	88	7.1	6.0	1	2				
11	2.6	3.6	7.8	14.8	98	5.3	3.9	1.0	11.0	96	1.5	0.735	2.2	83	7.2	5.6	1	1				
12	2.6	2.9	7.1	8.6	98	4.3	3.4	11.6	5.0	96	1.0	0.400	1.1	90	7.3	5.1	3	1				
13		2.9		8.6			3.4		5.0									1				
14		2.9		8.6			3.4		5.0									1				
15		2.9		8.6			3.4		5.0									1				
16		2.9		8.6			3.4		5.0									1				
17	3.2	2.8	8.0	7.6	99	3.8	4.4	9.4	7.3	98	3.5	0.220	0.5	97	7.2	5.4	7	3				
18	2.2	2.7	5.5	6.9	97	0.8	2.9	1.9	7.6	99	0.5	0.150	0.4	97	7.3	5.8	4	4				
19	2.8	2.7	7.0	6.8	99	0.8	1.8	1.9	4.4	100	0.3	0.142	0.4	97	7.3	6.1	5	5				
20		2.7		6.8			1.8		4.4									5				
21		2.7		6.8			1.8		4.4									5				
22		2.7		6.8			1.8		4.4									5				
23		2.7		6.8			1.8		4.4									5				
24	3.2	2.7	7.3	6.6	99	3.4	1.6	7.7	3.8	99	0.6	0.207	0.5	97	7.2	5.4	2	3				
25	2.8	2.9	6.4	6.9	99	5.5	3.2	12.5	7.4	97	1.8	0.195	0.4	97	7.1	5.5	2	3				
26	3.0	3.0	7.5	7.0	99	1.0	3.3	2.5	7.6	100	0.3	0.242	0.6	97	7.0	5.7	3	2				
27		3.0		7.0			3.3		7.6									2				
28		3.0		7.0			3.3		7.6									2				
29		3.0		7.0			3.3		7.6									2				
30		3.0		7.0			3.3		7.6									2				
31		2.9		6.9			3.3		7.5									2				
M/M																						
TL																						
GA																						
ME	3.2		9.8		98	4.1		11.4		97	1.5	0.50	1.7	87		5.7	3.0		####	####		
WGA																						
WA																						
M/M = Maximum/Minium; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weighed Avg.																						
REMARKS:																						

Total pounds are the multiplication of the monthly average by the number of days in the month.

City of Portland, MI

April 2023

ACTIVATED SLUDGE

DAY	Aeration	Detent.	CRT	Organic	MLSS	MLVSS	SETT.	SVI	DO	AIR	RASS	RASVS	WAS	WAS	Return
	Volume	Time	Days	Loading						SUPPLY					Flow
	KCF	Hours		F/M	mg/l	mg/l	%		mg/l	CuFt./D	g/100 ml	g/100 ml	gal	lbs	(RAS)
1	24	6.6	10.9		3075		39	127	3.8	1.44	0.5933		8.52	421	0.271
2	24	6.0	10.9		3625		50	138	3.3	1.44	0.6963		8.55	497	0.305
3	24	6.0	3.8	0.12	3502	2629	48	137	2.0	1.44	0.7221	0.5411	22.64	1363	0.285
4	24	5.0	3.4	0.07	3211	2403	43	134	3.9	1.44	0.7767	0.5784	21.51	1393	0.332
5	24	4.0	3.4	0.41	3088	2273	32	104	4.3	1.44	0.8827	0.6373	18.29	1347	0.352
6	24	3.9	2.5		2996		38	127	5.9	1.44	1.0516		20.37	1786	0.361
7	24	4.5	6.5		3383		35	103	5.6	1.44	0.9217		10.03	771	0.362
8	24	4.9	9.7		3947		47	119	5.1	1.44	0.7018		10.37	607	0.353
9	24	4.5	8.6		3941		50	127	3.7	1.44	0.7961		10.35	687	0.476
10	24	5.3	3.6	0.26	3872	2890	53	137	2.8	1.44	0.7736	0.5744	25.00	1613	0.317
11	24	5.2	3.3	0.09	3538	5512	49	138	2.7	1.44	0.8226	0.4159	23.19	1591	0.361
12	24	5.0	3.6	0.15	3524	2618	45	127	2.5	1.44	0.7660	0.5649	23.09	1475	0.434
13	24	6.3	5.9		3185		40	125	2.6	1.44	0.6827		14.19	808	0.291
14	24	6.6	4.4		3225		40	125	2.4	1.44	0.6053		21.75	1098	0.277
15	24	7.2	13.3		2981		36	121	2.4	1.44	0.4788		8.40	336	0.251
16	24	7.1	10.4		3158		43	136	2.1	1.44	0.6433		8.41	451	0.257
17	24	6.7	4.3	0.26	3370	2616	44	130	3.2	1.44	0.6336	0.4852	22.35	1181	0.274
18	24	6.2	4.0	0.06	3239	2516	43	132	3.0	1.44	0.6066	0.2863	23.83	1205	0.311
19	24	6.3	3.8	0.30	2653	2108	38	143	3.4	1.44	0.6270	0.4777	20.04	1048	0.313
20	24	6.5	4.2		2770		33	119	3.0	1.44	0.5526		21.24	979	0.297
21	24	6.3	5.5		2352		30	128	3.4	1.44	0.4536		17.01	643	0.340
22	24	6.6	9.6		2302		32	139	1.8	1.44	0.5092		8.41	357	0.324
23	24	7.3	11.1		2626		33	125	2.2	1.44	0.5021		8.43	353	0.259
24	24	7.3	5.4	0.31	2555	2030	34	133	3.0	1.44	0.5175	0.4102	16.46	710	0.232
25	24	7.0	4.8	0.24	2727	2133	36	132	3.1	1.44	0.5501	0.4386	18.30	840	0.253
26	24	7.0	10.0	0.37	2413	1897	34	141	3.6	1.44	0.3599	0.2873	12.01	361	0.258
27	24	7.3	7.4		2508		35	140	3.4	1.44	0.4466		13.51	503	0.257
28	24	8.1	6.0		2409		35	145	3.8	1.44	0.5217		13.82	601	0.222
29	24	7.9	10.2		2564		37	144	3.1	1.44	0.5327		8.41	374	0.228
30	24	8.1	8.9		2894		43	178	3.1	1.44	0.6830		8.50	484	0.225
31	24	#DIV/0!	#DIV/0!							1.44				0	
TL													466.97	25884	9.078
ME	24	#DIV/0!	#DIV/0!	0.22	3054	2635	40	132	3.3	1.44	0.6470	0.4748	15.57	835	0.303
REMARKS:															

Total lbs are figured by multiplying the monthly average by the number of days in the month.

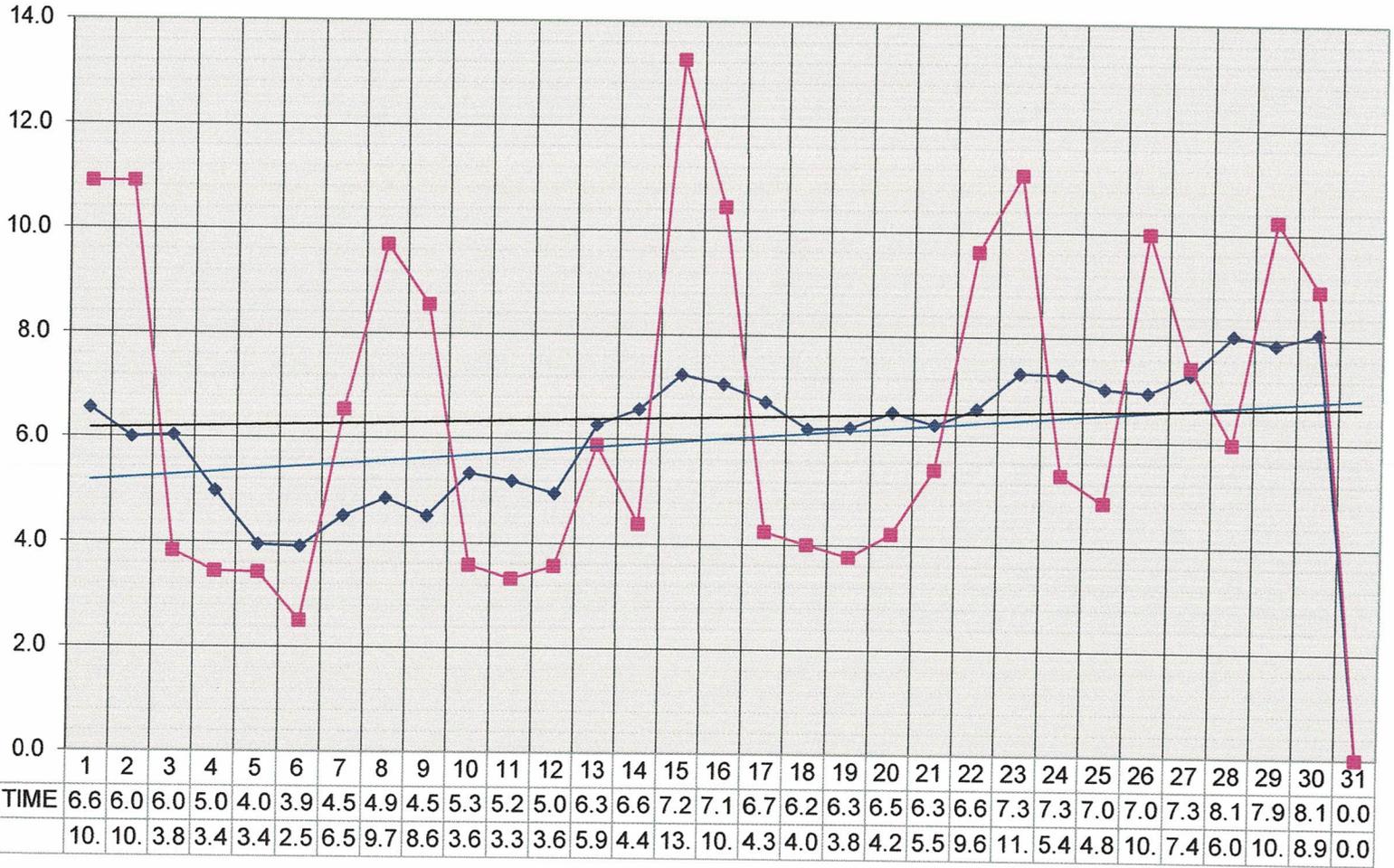
April 2023

MISCELLANEOUS DATA

DAY	OUTFALL OBSERVATION	GRIT	NAT. GAS	ELECT. WWTP	ELECT. Riverside Lift Stat.	ELECT. Canal Lift Stat.	ELECT. Cutler Lift Stat.	FERROUS CHLORIDE	Polymer Sludge Thickener
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	lbs
SF				1					
1	n		1900	152				14	18.0
2	n		2200	152	41	16	54	14	20.0
3	y	54.0	2300	160				19	49.0
4	y		1000	144	25	12		19	43.0
5	y		2800	168				19	32.0
6	n		2400	160	22	11	79	19	46.0
7	n		3500	160				19	22.0
8	n		2200	152				19	21.0
9	n		2400	152	20	19	56	25	25.0
10	y		1900	136				25	55.0
11	y		1900	144				25	47.0
12	y	54.0	1400	128				25	51.0
13	n		400	128	40	22	49	25	28.0
14	n		0	128				25	40.0
15	n		0	152				25	12.0
16	y		100	128	32	16	30	25	17.0
17	y		1400	152				25	43.0
18	y		800	152	28	10		12	44.0
19	n		400	152			37	12	33.0
20	n		300	144	27			12	29.0
21	n		0	128				12	21.0
22	n		200	144				12	9.0
23	n		400	160				12	9.0
24	n		400	168	51	30	98	12	21.0
25	n		700	144	19			12	22.0
26	n		600	144	24	10	33	12	13.0
27	n		200	152				12	15.0
28	n		1000	160				12	18.0
29	n		200	128				12	9.0
30	n		200	136	55	21	67	12	14.0
31									
TL		108.0	33200.0	4408	384	167	503	523	826.0
ME		54.0	1107	147	32	17	56	17	27.5
REMARKS:									
Total lbs are figured by multiplying the monthly average by the number of days in the month.									

DETENTION & CRT

DET=HRS; CRT = DAYS



Monthly Report

February Activity

- 911 Calls— **1828**
- Administrative Calls— **5330**
- Text to 911— **15**
- 911 Hang up Calls— **49**
- Calls for Service Initiated — **3202**

- Total Mental Health Calls — **43**
- Suicidal Calls — **17**
- 988 Calls Received — **1**
- 988 Calls Transferred — **0**
- CPR Performed — **4**
- Stroke Related Calls — **8**
- Child birth calls — **0**



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



Unit Responses / Activities

- Law Enforcement— **2083**

- Fire— **415**

- EMS— **571**



Statistics—Calls for Service.

Call for Service Type	Amount	Call for Service Type	Amount
911 Hang up Call	49	Liquor / MIP	1
988 Calls	4	Lost Property / Found	5
Abandoned Vehicle	24	MODP	18
Active Violence Incident	0	MED 1	239
Alarm	25	MED 2	68
Ambulance Transport	83	MED 3	123
Assault	11	Medical Call / Amb Dispatch	5
Assist Jail	0	Mental Health	49
Assist Medical	0	Missing Person	5
Assist Other Agency	11	Motor Vehicle Theft / UDAA	7
Assist Outside Agency	15	Non Criminal	53
Bomb Threat	0	OWI / OUID	5
Burglary	10	PDA Traffic	123
Civil Dispute	58	Phone / Internet Harassment	23
Conservation / Wildlife	21	PIA Traffic	19
CSC - Criminal Sexual Conduct	31	PPO Violation	7
Disorderly Conduct	55	Property Check	0
Domestic Assault	18	Road Closure	4
DPW Request	8	Robbery / Hold up	0
Drugs	2	Structure Fire	13
Duplicate Call	4	Suspicious Situations	174
Family Abuse / Neglect	19	Test Call / System Test	10
Fire All Other	34	Thunder Storm Warning	0
Fireworks	0	Traffic Offense All Other	149
Follow Up	28	Traffic / Officer Stop	757
Fraud	27	Tree Down	30
General Assist	186	Trespassing	19
Grass / Wildland Fire	1	Vehicle Fire	5
Health & Safety / Animal	90	Verbal Domestic	15
Hit and Run	8	Vin Inspections / All Inspections	6
Homicide	1	Warrant Arrest / Fugitive	24
Juvenile Problems & Runaways	51	Weapons Offices All	5
Kidnapping	0	Wires Down / Arching	51
Larceny	29	Unclassified	287

Central Dispatch Activity

- Our Ionia Career Center (Heartlands) program continues.
- Storm planning in progress, portable radios ordered for workstations and staff to address tower or system outages.
- ICCD Director still working with NENA workgroups on 988 and VRS IP Relay.
- Bi-weekly calls for radio system infrastructure improvements continue, waiting on equipment manufacture and shipping, no completion date has been determined.
- Emergency Radio training for schools completed.
- Training: Natalie, Kevin and Jeremiah Achieving Supervisory Excellence, Natalie Communications Training Officer

Dispatcher's can only provide information to first responders that is provided to them by the reporting parties, often is in not complete or correct.

Inside 9-1-1 Focus Story

The FCC has now required us to use 10 digit dialing for all our phone calls. But do you know why?

The purpose of this change allowed for 988 a three digit number like 911 or 211, to be used as a single easy to remember number to call when someone is contemplating or in the process of committing suicide or in crisis and in need of trained help.

988 provides access to a large network of providers that can take your phone call, text or chat, and work to help you through your crisis.

Your crisis may be resolved in talking with them on the 988 line, it may be through a referral to local resources, or if needed the help can be to send public safety to help you as soon as possible.

This will be handled by 9-1-1 staff very similarly as it has been in the past, when we get a referral that required emergent response from our public safety partners. What will be new for 9-1-1 is that we will have a resource that we can refer someone to that is not in need of Police, Fire or EMS, but just needs to

speak to someone that can help them in their crisis or in dealing with other mental health related issues that again don't need public safety to be involved.

The program was started July 1, 2022 in a soft launch mode, to allow providers the ability to implement the new system.

Marketing and advertising the new 988 line has kicked off January 1st, and everyone should see a great deal more information out in the public with regards to 988.

988 is not just for suicidal persons, it is for anyone in need of help or in crisis with mental health issues.

We have seen the number of mental health calls increasing, as a result we left this focus story up again for this month to bring more awareness to the new 988 program.

NENA standards are underway for guidance to 911 Centers to have direction in working within the new 988 system.



Agency Individual Responses / Activity

Ionia County Central Dispatch

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Ionia MI 49946

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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: Natalie Hearld
(616) 527-5612 nhearld@ioniacounty.org

Supervisor: Jeremiah Wittenbach
(616) 527-5617 nhearld@ioniacounty.org

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

Send or Email to:
CentralDispatch@ioniacounty.org

Belding Fire—**89**

Berlin-Orange Fire— **27**

Clarksville Fire— **22**

Freeport Fire— **1**

Hubbardston Fire— **12**

Ionia Department Public Safety Fire— **91**

Lake Odessa Fire— **37**

Lyons-Muir Fire— **19**

Orleans Fire—**23**

Pewamo Fire— **8**

Portland Fire— **15**

Ronald Fire— **18**

Saranac Fire— **45**

Sunfield Fire— **8**

Life EMS— **490**

Portland EMS— **81**

Animal Control— **29**

Belding Police— **252**

Department of Natural Resources Law— **5**

Ionia County Sheriff's Office— **738**

Ionia Department Public Safety Law— **301**

Lake Odessa Police— **149**

Michigan State Police— **484**

Portland Police— **154**

Monthly Report

March Activity

- 911 Calls— **2103**
- Administrative Calls— **6219**
- Text to 911— **19**
- 911 Hang up Calls— **56**
- Calls for Service Initiated — **3669**

- Total Mental Health Calls — **49**
- Suicidal Calls — **11**
- 988 Calls Received — **1**
- 988 Calls Transferred — **0**
- CPR Performed — **1**
- Stroke Related Calls — **5**
- Child birth calls — **1**



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Unit Responses / Activities

- Law Enforcement— **2470**

- Fire— **415**

- EMS— **620**



Statistics—Calls for Service.

Call for Service Type	Amount	Call for Service Type	Amount
911 Hang up Call	49	Liquor / MIP	1
988 Calls	4	Lost Property / Found	5
Abandoned Vehicle	24	MODP	18
Active Violence Incident	0	MED 1	239
Alarm	25	MED 2	68
Ambulance Transport	83	MED 3	123
Assault	11	Medical Call / Amb Dispatch	5
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Kidnapping	0	Wires Down / Arching	51
Larceny	29	Unclassified	287

Central Dispatch Activity

- Our Ionia Career Center (Heartlands) program training on Applications, Cover Letters, Resumes and Oral Board Interviews took place
- Oral Board Interviews for Career Center students took place
- Work continues with our remodel project, waiting to have the construction drawings completed so that it can go out to bid.
- Training attended: Roy & Krista Advanced 40-Hour Dispatch; Lance MPSCS Interoperability Conference.
- ICCD Director still working with NENA workgroups on 988 and VRS IP Relay.
- Bi-weekly calls for radio system infrastructure improvements continue, cold equipment install completed, waiting on frequencies.
- BOC approved proposal for Fire Radio Purchase

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Clarksville Fire— **14**

Freeport Fire— **0**

Hubbardston Fire— **6**

Ionia Department Public Safety Fire— **75**

Lake Odessa Fire— **38**

Lyons-Muir Fire— **16**

Orleans Fire—**19**

Pewamo Fire— **13**

Portland Fire— **13**

Ronald Fire— **14**

Saranac Fire— **48**

Sunfield Fire— **11**

Life EMS— **510**

Portland EMS— **110**

Animal Control— **29**

Belding Police— **273**

Department of Natural Resources Law— **8**

Ionia County Sheriff's Office— **800**

Ionia Department Public Safety Law— **395**

Lake Odessa Police— **184**

Michigan State Police— **624**

Portland Police— **186**

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MAY 9, 2023 - 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Appointment to Substance Abuse Initiative-Two year term
 - Ken Baker
 - B. Road Department-Cindy Chipman, Gallagher Farms
 - C. Civil War Flag-Maurice Imhoff
 - D. Request adoption of the Budget Calendar-Tim Dame/Finance Department
 - E. Request Approval of FY24 Community Corrections Grant Application-Selina Schmidt
 - F. Request Approval of 2023 Printer Modernization- Tom Emperor/Angela Srhel Vaho
 - G. Request Approval of Lead Care Coordination Agreements-Chad Shaw/Aimee Feehan
 - H. Request to Accept Bid for Diesel Fuel-John Niemela
 - I. Request to Accept Bid for Johnson Road Improvements-John Niemela
 - J. Approval of PA116 Farmland Agreement-Geerlings-Greg Geiger
 - K. Discuss the ICEA begin research and discussion with the county municipalities regarding Eagle Township Megasite-Terry Frewen
 - L. Discuss a Memorial for Don Ransom
- IX. Department Reports**
 - A. Building Department
 - B. Clerk's Office

C. Commission on Aging

X. Reports of Officers, Boards, and Standing Committees

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

XI. Reports of Special or Ad Hoc Committees

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

XIII. Closed Session

- A. Discussion with Attorney about Labor Agreements with Dispatch Group and Health Department Groups

XIV. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Parks Advisory Board- One-Two-year term, Member-at-Large from Lyons Area
- Solid Waste Planning Committee-one-two-year term serving as industrial waste generator representative
- Area Agency on Aging of Western Michigan Advisory Council-one three year term

Appointments for consideration in the month of May 2023:

- NONE

Appointments for consideration in the month of June 2023:

- NONE