

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 17, 2014

In Council Chambers at City Hall

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

Guests: Kathy Parsons; Aaron Cross of the Friends of the Red Mill; 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 Krause, to approve the revised Agenda as presented.

Yeas: VanSlambrouck, Krause, Fitzsimmons, Sunstrum, Barnes

Nays: None

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 reported the preconstruction meeting for the Barley, Knox, and Storz Street Improvement Project was held March 13th with representatives of CL Trucking, Consumers Energy, Portland Public Schools, City staff, and engineers from Fleis & VandenBrink. Phase I of the project will begin on Knox Avenue, with a completion date of June 17th. Phase II is scheduled to begin upon completion of Phase I, with a completion date in early August depending on weather.

A meeting of the Small Urban Task Force was held March 12th to select and revise the scope and budget for projects receiving funding as part of the 2014 MDOT Small Urban Program. Fleis & VandenBrink has designs for Cutler Road nearly complete for submittal. The City should know by May or June if we are awarded funding. The goal is to begin improvements on Cutler Road this fall with completion before winter.

Under New Business, the Council held First Readings of Proposed Ordinances 175EE, 175FF, and 175GG.

Proposed Ordinance 175EE to amend Section 42-411 of the Portland City Code of Ordinances is based on amending the design standards for the C-2 and C-3 districts to allow “architectural sheet metal” to be utilized on buildings within this district. The second change would allow the Planning Commission to “deviate from the minimum percentages in the design standards where the building design incorporates patterns and materials that provide visual interest through changes in color, material, or relief, such as the inclusion of beltlines, pilasters, recesses, and popouts.”

Proposed Ordinance 175FF to amend Section 42-298 of the Portland City Code of Ordinances clarifies the ordinance to allow either a concrete slab or a foundation for accessory buildings.

Proposed Ordinance 175GG to amend Section 42-310 of the Portland City Code of Ordinances seeks to allow temporary structures for seasonal sales for up to 30 days.

The Council considered Resolution 14-22 to authorize the Mayor and Clerk to sign Ambulance Services Agreements and to approve the Care Plan Membership Agreement Form at a cost of \$60.00 per household per year and covers all medically necessary ambulance transports.

Motion by Krause, supported by Sunstrum, to approve Resolution 14-22 approving, authorizing, and directing the Mayor and Clerk to sign Ambulance Services Agreements with Danby Township, Portland Township, Westphalia Township, Orange Township, Lyons Township, the Village of Westphalia, the Village of Pewamo, and Sebewa Township and approving the Care Plan Membership Agreement Form.

Yeas: Krause, Sunstrum, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 14-23 to approve participation in the MiDeal State Bid Process for Winter Road Salt for 2014-2015, as has been done for the past eight years in order to get more competitive pricing. The MiDeal contracts also guarantee the City's ordered quantity, additional product is available if needed, and the City is only required to accept 70% of its seasonal backup commitment. The ordering must be done on-line by April 15, 2014. City Staff recommends submitting the requisition for 400 tons for early delivery, which would refill the salt barn, and 250 tons for the seasonal backup.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-23 approving participation in the State Bid Process for Winter Road Salt 2014-2015.

Yeas: VanSlambrouck, Fitzsimmons, Krause, Sunstrum, Barnes

Nays: None

Adopted

The Council considered Resolution 14-24 to approve Fleis & VandenBrink's proposal to provide bridge inspection services for 2014 for the Grand River Avenue Bridge, the Veterans Memorial Bridge, and the Divine Highway Bridge. The inspections of these bridges are required by the Michigan Department of Transportation (MDOT). Inspection of these bridges ensures the City that these bridges are safe for both vehicular and pedestrian traffic in the future.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-24 approving Fleis & VandenBrink's proposal to provide bridge inspection services for 2014.

Yeas: VanSlambrouck, Fitzsimmons, Krause, Sunstrum, Barnes

Nays: None

Adopted

The Council considered Resolution 14-25 to ratify Interim City Manager Reagan's action in submitting an application for a Byrne Justice Assistance Grant for a dedicated video recording system for the

Portland Police Department. Chief Knobelsdorf identified this grant opportunity after the last Council meeting; the date for submittal was March 4th.

Chief Knobelsdorf stated that the grant, in the amount of \$7,885, will allow the Police Department to have an HD video recording system on the premises. This system will also allow them to accurately question all persons in custody, thus ensuring their rights are protected.

Motion by Sunstrum, supported by VanSlambrouck, to approve Resolution 14-25 ratifying the Interim City Manager's action in submitting a Byrne Justice Assistance Grant Application for a dedicated video recording system for the Portland Police Department.

Yeas: Sunstrum, VanSlambrouck, Krause, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 14-26 to authorize and direct the Mayor and Clerk to sign a Donation and Development Agreement with the Friends of the Red Mill who are looking to fundraise and build a timber-frame structure that would be of great benefit to the Portland community. The agreement would allow the group to fundraise with the help of the City, as checks and cash would be made out and deposited to the City for this fund and this fund only.

Aaron Cross, of the Friends of the Red Mill, stated their group is in agreement that the proposed pavilion should be placed on the south side of the Red Mill which will allow for flexibility in the size of the structure and will not require the relocation of utilities. Ed Leik is currently working on new plans for the pavilion that will be brought back to the City Council. The group is working on developing the volunteer base for fundraising.

Motion by Krause, supported by Fitzsimmons, to approve Resolution 14-26 approving, authorizing, and directing the Mayor and Clerk to sign a Donation and Development Agreement with the Friends of the Red Mill.

Yeas: Krause, Fitzsimmons, VanSlambrouck, Sunstrum, Barnes

Nays: None

Adopted

Motion by Krause, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on March 3, 2014, payment of invoices in the amount of \$87,001.26 and payroll in the amount of \$98,990.05 for a total of \$185,991.31. Purchase orders to Farabee Mechanical in the amount of \$7,476.60 for Nordberg Engine Repair, Wesco in the amount of \$5,168.00 for a VersaPad 2-way gear, and Newkirk Electric in the amount of \$20,100 for maintenance on a recloser were included.

Yeas: Krause, Fitzsimmons, VanSlambrouck, Sunstrum, Barnes

Nays: None

Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck reported on the Portland Area Fire Authority. Everything is going well and is on budget. The performance review of the Chief is being conducted. A credit card policy is being considered.

Council Member Krause noted the Executive Search Proposals included in the Communications and asked who will lead the search process.

Interim City Manager Reagan stated the Mayor and Council will lead the search and make all decisions.

Mayor Barnes stated that former City Manager Dempsey suggested using the MML and DeVries and had requested proposals from both which are included in the Communications. There may be other firms and possibilities to use for the search.

Council Member Krause congratulated Parks, Recreation and Cemetery Director Mary Scheurer on the nomination by former City Manager Dempsey as the MAMC Cemetary of the Year. She further noted how beautiful Portland's cemetery is, especially on Memorial Day with the placement of all of the United States flags.

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

Yeas: Fitzsimmons, VanSlambrouck, Krause, Sunstrum, Barnes

Nays: None

Adopted

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk