



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, June 19, 2023

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, and Johnston; City Manager Gorman; City Clerk Miller; Electric Superintendent Davlin; Police Officer Kauffman

Absent: Council Member Sheehan

Guests: Ryan Caauwe and Mike Cannady of Theka Engineering; Kathy Parsons

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

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

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

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

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman reported Ionia County is developing an Emergency Management Plan which will allow the City of Portland and other jurisdictions in the County to qualify for certain grants. The local jurisdictions have submitted feedback on the proposed plan; the County is working through the information provided to incorporate into the document.

Final planning and design continues for the Kent Street Improvement Project and will soon be submitted to MDOT. The bid-letting for the project is expected to take place later this summer or early fall. Construction is expected from Spring 2024 through November.

The Planning Commission approved a Special Use Permit to construct a duplex on the property at 734 Lyons Rd. at their meeting on June 14, 2023.

City Manager Gorman noted the DDA continues to work on updating their Tax Increment Financing (TIF) plan.

City Manager Gorman further noted he is working with representatives of both Danby and Portland Townships to update the Portland Area Municipal Authority Agreement.

City Manager Gorman presented an illustration of property tax allocations and where all the funds are distributed to.

Under Presentation, Electric Superintendent Davlin and representatives of Theka Engineering presented information on the upcoming Grant Street Substation Project.

Under New Business, the Council considered Resolution 23-38 to approve the purchase of a transformer in the amount of \$715,029.00, for the Grant Street Substation Project.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 23-38 approving the purchase of a power transformer for the Grant Street Substation Project for the Electric Department.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 23-39 to approve the purchase of a voltage regulator, in the amount of \$148,647.00, for the Grant Street Substation Project.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 23-39 approving the purchase of a voltage regulator for the Grant Street Substation Project for the Electric Department.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 23-40 to approve a proposal from Utility Financial Solutions to provide services related to infrastructure planning and rate studies for the Electric, Water, and Wastewater Departments.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 23-40 approving the proposal from Utility Financial Solutions to provide services to the Electric, Water, and Wastewater Departments.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 23-41 to approve a Transient Trader Permit for a Chick-Fil-A food truck to be located at Portland Family Chiropractic, 912 E. Grand River Ave., on June 21, 2023, July 12, 2023, and August 18, 2023.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 23-41 approving issuance of a Transient Trader Permit for a Chick-Fil-A food truck.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Barnes

Nays: none

Absent: Sheehan

Adopted

The Council considered Resolution 23-42 to approve the revised MES Hybrid Plan Adoption Agreements for Benefit Program HA/HB/HC.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 23-42 approving the Revised MERS Hybrid Plan Adoption Agreements (Benefit Program HA/HB/HC) and approving, authorizing, and directing the City Manager to sign same.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 23-43 to amend the Budget for Fiscal Year 2022-2023.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 23-43 to amend the Budget for Fiscal Year 2022-2023.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 23-44 to approve a payment to F&V Construction in the amount of \$835,949.21 for work performed for the Wastewater Treatment Plant Project.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 23-44 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 23-45 to confirm the Mayor's appointments to various Boards and Commissions.

Motion by VanSlambrouck, supported by Johnston, confirming the Mayor's appointments to City Boards and Commissions.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

Motion by Johnston, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on June 5, 2023, payment of invoices in the amount of \$100,646.51 and payroll in the amount of \$201,877.66 for a total of \$302,524.17. Purchase orders to Hutson, Inc. in the amount of \$6,240.00 for a John Deere 950M Ztrack mower, and Granger in the amount of \$9,571.86 for the Annual Cleanup Day expenses were also included.

Yeas: Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

Under City Manager Comments, City Manager Gorman noted the City Council election will be held Tuesday, November 7, 2023.

City Clerk Miller provided information on the upcoming City Council Election and the Ionia County Special Election – Road Millage Renewal that will be held on Tuesday, August 8, 2023.

City Manager Gorman noted the Don Jose Mexican Grill opened a couple of weeks ago. The restaurant has been a welcome addition to the community.

City Manager Gorman recognized that Thursday, June 22nd will be the 8th Anniversary of the tornado in the community of Portland.

Under Council Comments, Mayor Pro-Tem VanSlambrouck thanked all of the volunteers that serve on the Boards and Commission.

Mayor Barnes noted the recent passing of longtime resident Joe Fedewa and his willingness to serve the City of Portland, most recently on the Zoning Board of Appeals.

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

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Sheehan

Adopted

Meeting adjourned at 7:48 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk