

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, October 6, 2014

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Smith, Fitzsimmons, and Butler; City Manager Gorman; Interim Assistant City Manager and DDA Director Reagan; City Clerk Miller; Interim Main Street Manager Perry; Police Chief Knobelsdorf

Guests: Kathy Parsons; 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.

Mayor Barnes welcomed new Council Member Butler.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Proposed Revised Agenda.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported that E.T. McKenzie was confirmed by MDOT to be the low bidder on the Cutler Road Project. The preconstruction meeting is scheduled for October 15<sup>th</sup>. It is expected that the contractor will request a delay of the project start until spring. Currently, the unofficial start date is October 27<sup>th</sup>. The City will consider all pros/cons associated with changing the start date before a final decision is made.

The Phase I Environmental Assessment on the ADM property that has been offered to the City has been completed and will be reviewed with City Engineers. Discussions are ongoing in regard to the delay of demolition to summer 2015.

A kickoff phone conference was held with CivicPlus to discuss expectations and a timeline for the development of a new City website. The new website will be launched in approximately 4 to 6 months. The goal is to create a tool that will be a valuable resource for our residents.

The City has received the second revised draft of the Master Plan for review by the Planning Commission. The October 8<sup>th</sup> Planning Commission meeting has been moved to October 15<sup>th</sup>. The goal is to have the draft approved and recommended to Council for approval of distribution.

City properties at 874 Lyons Rd. and 628 Canal St. are both planned for demolition as they are in very rough condition. As this is not something City crews can take on crews will be hired for asbestos abatement and then demolition early in 2015.

AT&T should finish installation of fiber optic cable this week along Church St.

Cook Brothers Excavating began the placement today of a manhole on Bridge St. adjacent to Powers Park, previously approved by City Council. This project is expected to be completed by the end of the week.

Notices continue to be sent to residents reminding them that grass clippings cannot be placed in the City streets and curbs as it causes the storm drains to clog. DPW employees then have to spend valuable time unclogging drains to ensure the City's infrastructure functions correctly.

Under New Business, the First Reading of Ordinance 152A to amend Section 8-47 of the City Code of Ordinances to adopt the Revised Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) as determined by the Federal Emergency Management Agency (FEMA).

City Manager Gorman explained that in order for the City of Portland to participate in the National Flood Insurance Program (NFIP), it must formally adopt the preliminary maps which will take effect on January 16, 2015.

Council Member Smith asked if City residents need to take any action.

City Manager Gorman stated residents do not need to do anything at this time. There is an appeal process through FEMA which would take a large amount of time and money with likely no results.

Mayor Pro-Tem VanSlambrouck asked if these changes will affect residents with flood insurance and if their rates will change.

City Manager Gorman explained financial institutions and lenders have had these changes on their radar and could have an effect on rates paid by homeowners. The changes will take effect on January 16, 2015, residents should contact their lenders if they have questions on how they will be affected.

Kathy Parsons, owner of Grider Insurance, stated that if a lender requires it, homeowners may be required to purchase flood insurance if the changes placed property in a flood zone, where they were not before. The new maps are much more detailed and could be more helpful in considering the topography of a homeowner's property. There are step-up programs that will be available for those that will be required to purchase new flood insurance.

The Council considered Resolution 14-87, Special Assessment Resolution #1 as required by Section 32-6 of the City of Portland Special Assessment Ordinance creating Street Special Assessment District No. 2014-A.

City Manager Gorman explained that the improvements to be made to Cutler Rd., between East Grand River Ave. and Charlotte Highway required a special assessment be paid by the adjacent City property owners. The Portland Federal Credit Union, although not in the City limits, has voluntarily agreed to pay this special assessment as well. The City is very appreciative of this.

Mayor Barnes further explained as Cutler Rd. will be a newly constructed street the responsibility for a portion of the costs lie with the adjacent property owners.

City Manager Gorman noted that the grant monies the City will be receiving for this project are being subtracted from the total valuation of the Special Assessment.

Motion by Smith, supported by VanSlambrouck, to approve Resolution 14-87 Special Assessment Resolution #1 as required by Section 32-6 of the City of Portland Special Assessment Ordinance creating street Special Assessment District No. 2014-A.

Yeas: Smith, VanSlambrouck, Fitzsimmons, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-88 to appoint City Manager S. Tutt Gorman as the City of Portland's designated alternate representative to the Michigan Public Power Agency. Electric Superintendent Mike Hyland is currently the designated representative to the MPPA Board of Commissioners for the City of Portland. The MPPA has requested the City designate an alternate representative.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-88 appointing City Manager S. Tutt Gorman as the City of Portland's designated alternate representative to the Michigan Public Power Association.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-89 to designate City Manager S. Tutt Gorman as the Street Administrator for the City of Portland as required by the State of Michigan. The City Manager has traditionally been designated as the Street Administrator for the City of Portland.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 14-89 designating City Manager S. Tutt Gorman as the Street Administrator for the City of Portland.

Yeas: Fitzsimmons, VanSlambrouck, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-90 to authorize the Mayor to sign the Joint Funding Agreement for the operation of the Streamgaging Station at the hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC). The City's FERC license requires this joint funding with the U.S. Geological Survey, U.S. Department of the Interior.

Motion by Butler, supported by Smith, to approve Resolution 14-90 approving, authorizing and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

Yeas: Butler, Smith, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 14-91 to amend the Budget for Fiscal Year 2014-2015 as recommended by the Finance Director.

Motion by VanSlambrouck, supported by Fitzsimmons, to amend the Budget for Fiscal Year 2014-2015.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

Motion by Smith, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting and Closed Session held on September 15, 2014, payment of invoices in the amount of \$107,113.83 and payroll in the amount of \$97,030.57 for a total of \$204,144.40. Also included was a purchase order to Resco in the amount of \$15,616.00 for transformers.

Yeas: Smith, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman reminded residents that Water Department crews will conduct the semi-annual preventative maintenance program on the City's water system starting Monday, October 6<sup>th</sup> continuing through October 17<sup>th</sup>. He also reminded everyone that leaf pickup will begin soon and the procedures to follow in order to help the DPW serve the community more efficiently.

Wine tasting will be held on Thursday, October 16<sup>th</sup> at 7:00 P.M. at the Wagon Wheel to benefit the pavilion project at the Red Mill.

St. Pat's will hold their annual Fall Festival on Sunday, October 12<sup>th</sup>.

The Big Beer Run will be held Saturday, October 18<sup>th</sup> at 10:00 A.M.

The Chamber of Commerce Legislative Luncheon will be held at noon at the China Buffet on Monday, October 13<sup>th</sup>.

Under Council Comments, Mayor Pro-Tem VanSlambrouck congratulated the Portland Main Street program on recently attaining national accreditation. The program received many compliments and insight on further strengthening the program.

Mayor Barnes expressed the importance of volunteer recruitment in the successfulness of the Main Street program. The Main Street program is important to the City as it directly benefits the Downtown, which is the face of the City. He encouraged residents to donate their time if they have the opportunity.

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

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Adopted

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk