



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, September 18, 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, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller

Guests: Jon Moxey and Corey Turner of Fleis & VandenBrink; 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 proposed Agenda.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman reported the City of Portland was added to the list of cities to declare a local State of Emergency due to the severe thunderstorms on Thursday, August 24, 2023. City staff have been working with its insurance provider on covered costs. All other costs will be submitted for reimbursement from the State of Michigan through the State of Emergency.

Both the Village of Sunfield and Sunfield Township have expressed interest in contracting with the City for Ambulance service which would provide additional revenue to the department.

The Downtown Development Authority continues to work through an update to its Tax Increment Financing (TIF) Plan. The Citizen Council will meet Monday, October 2, 2023, at 12:30 P.M. to review the proposed amendment to the TIF Plan.

Vision Meter has been selected as the vendor for the Electric Department's Advanced Metering Infrastructure (AMI) technology project. They are scheduled to present information on the project to Council at the October 2, 2023, Council meeting.

City Manager Gorman noted he met with the City's bond attorneys this week as preparations are made for the Notice of Intent to bond for the Electric Department Substation Project and possibly the AMI Project, depending on potential grant funding.

City Manager Gorman stated he met with the new owner and developer of the Rindlehaven property on Friday, September 8, 2023. The potential development includes single-family housing, some multi-family housing, and a carve out of approximately 50 acres for development by St. Patrick School and Church for

athletic facilities and other future development. The proposed plan would include development of access to the property from Cutler Road.

The Planning Commission will meet on Wednesday, October 11, 2023, to consider a proposed rezoning and site plan review for Tru Family Dental, located at 155 Rowe Ave. and a text amendment to the Zoning Ordinance regarding fences and walls.

Under Presentations, Jon Moxey of Fleis & VandenBrink provided the design and an update on the upcoming Kent Street Improvement Project.

Under Presentations, Corey Turner of Fleis & VandenBrink provided an update on the Wastewater Treatment Plant Improvement Project.

Under New Business, the Council considered Resolution 23-61 to approve repairs to the boardwalk and award the project to Anlaan Corporation.

Jon Moxey provided information on the Boardwalk Repair Project.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 23-61 approving boardwalk repairs and awarding the project to Anlaan Corporation.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 23-62 to purchase and finance a John Deere 320P backhoe, in the amount of \$115,411.00, for the DPW.

Motion by Johnston, supported by Sheehan, to approve Resolution 23-62 approving the purchase and financing of a John Deere 320P backhoe for the Department of Public Works (DPW).

Yeas: Johnson, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 23-63 to approve the purchase of a 2024 John Deere Gator through the State of Michigan MiDeal Program, in the amount of \$16,358.62, for the Parks and Cemetery Departments.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 23-63 approving the purchase of a 2024 John Deere Gator for the Parks and Cemetery Departments.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 23-64 to approve a Second Amendment to the Portland Area Municipal Authority (PAMA) Agreement which changes the Fiscal Year from July 1 through June 30, requires the PAMA Board to submit a budget to the City and the Townships for review, and requires approval from the City and the Townships for expenditures over the annual limit.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 23-64 approving a Second Amendment to the PAMA Agreement.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 23-65 to impose a moratorium on issuing Zoning Permits for fences and walls.

City Manager Gorman noted the Zoning Ordinance does not provide guidelines for the types of materials that can be used to construct fences and walls. The Planning Commission will hold a Public Hearing to receive comments on this issue at its meeting on Wednesday, October 11, 2023. The proposed moratorium would be in place through December 1, 2023, which should allow enough time for review by the Planning Commission and adoption by the City Council.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 23-65 to impose a moratorium on the issuance of Zoning Permits for fences and walls.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 23-66 to amend the Budget for Fiscal Year 2023-2024.

Motion by Sheehan, supported by Johnston, to approve Resolution 23-66 to amend the Budget for Fiscal Year 2023-2024.

Yeas: Sheehan, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

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 September 5, 2023, payment of invoices in the amount of \$178,760.26 and payroll in the amount of \$133,973.56 for a total of \$312,733.82. Purchase orders to Civic Plus in the amount of \$5,303.97 for codification of Supplement No. 4 of the Code of Ordinances, Fence Consultants in the amount of \$6,683.00 for fence installation at Brush Street Park, Cook Brothers Excavating in the amount of \$6,757.50 for storm cleanup, Bloom Sluggett in the amount of \$8,520.50 for August legal services, Fence Consultants in the amount of \$10,395.00 for fence installation at Alton Park, Meadowbrook Insurance Agency in the amount of \$12,633.50 for a Cyber Insurance Policy, Fleis & VandenBrink in the amount of \$15,257.75 for work on the Kent Street Improvement Project, and NutriGro Environmental Solutions in the amount of \$27,342.00 for biosolid land application were also included.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted the Portland Civic Players will hold a celebration for the installation of the new marquee on Saturday, September 23, 2023, at 7:30 P.M.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck provided information on the fundraiser luncheon to be hosted by the Soup Project at the Red Mill Pavilion on Saturday, October 7, 2023, at 1:00 P.M. The cost is \$10.00 per person.

Mayor Barnes noted yesterday was the 236th Anniversary of the signing of the United States Constitution.

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

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 8:54 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk