



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, November 6, 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; Police Chief Thomas; DDA Director ConnerWellman

Guests: Delores Wooden; Becky Ward; Kathy Parsons

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

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman stated Utility Financial Solutions, Inc. (UFS) has begun the utility rate and Capital Improvement Planning studies of the water, wastewater, and electric financials.

City Manager Gorman noted that a vehicle struck the building across the street from City Hall while parking. There were no injuries but there was significant damage to the building. The structural integrity of the building is being evaluated and the building will be secured before the car is removed.

City Manager Gorman noted he met with Paul LeBlanc, of PLB Planning Group and the owner of the Rindlehaven property to evaluate their proposed plans before formal plans are submitted to the City for approval.

The fiber project with Homeworks Connect continues to move along well. The contractor has moved to the east side of town to begin work. Efforts are being made to balance caution with marking utilities while continuing to keep the project moving along.

Under Presentations, Director ConnerWellman stated she would make her comments during the Public Hearing.

Mayor Barnes opened the Public Hearing at 7:12 P.M.

City Manager Gorman stated the First Reading of proposed Ordinance 167F is to adopt an update to the Downtown Development Authority Tax Increment Financing Plan. The last update was adopted in 2014.

Director ConnerWellman presented a slideshow outlining the proposed amendment, Ordinance 167F, along with a timeline and information related to the proposed changes.

Mayor Barnes stated the proposed amendment to the DDA TIF reflects the ongoing efforts of the DDA.

There was no Public Comment.

Mayor Barnes closed the Public Hearing at 7:30 P.M.

Under New Business, the Council held the Second Reading and considered Ordinance 175VV to amend Section 8-8 of Chapter 42 “Zoning”, of the Code of Ordinances as it relates to fences and walls.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Ordinance 175VV to amend Section 8-8 of Chapter 42 “Zoning”, of the Code of Ordinances as it relates to fences and walls.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council held the Second Reading and considered Ordinance 175WW to amend the City Zoning Map to rezone the property located at 155 Rowe Ave. (Tru Family Dental) from C-3 (Highway Commercial District) to C-2 (General Business District) to construct two small building additions.

Motion by VanSlambrouck, supported by Sheehan, to approve Ordinance 175WW to amend the City Zoning Map.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 23-74 to authorize the issuance of General Obligation Limited Tax Bonds to fund the construction of a new substation and Automatic Metering Infrastructure (AMI) for the Electric Department.

There was discussion.

Motion by Johnston, supported by Sheehan, to approve Resolution 23-74 to authorize issuance of General Obligation Limited Tax Bonds, Series 2023.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 23-75 to approve Fleis & VandenBrink’s proposal to provide design, bidding, and construction services, in the amount of \$58,000.00, for the redevelopment and revitalization by the DDA of the property located at 103 E. Grand River Ave.

City Manager Gorman noted this project is part of the DDA TIF Amendment proposed with the First Reading of Ordinance 167F. If for some reason Ordinance 167F is not approved, the proposal by Fleis & VandenBrink will not move forward.

Motion by Sheehan, supported by VanSlambrouck, to approve Resolution 23-75 approving Fleis & VandenBrink’s proposal to provide design, bidding, and construction engineering services for the 103 E. Grand River Avenue property.

Yeas: Sheehan, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None
Adopted

The Council considered Resolution 23-76 to approve a Change Order to pay an additional \$43,180.00 for repairing additional damage to the piers of the Boardwalk that was discovered during the project, and to make payment in the amount of \$95,000.00 for Boardwalk repairs that now total \$107,600.00.

City Manager Gorman noted the aesthetic damage to the Boardwalk that was being repaired was more extensive than was thought so repairs were only completed on five of the twelve piers. The painting and coating will still be applied weather permitting. The rest of the Boardwalk piers will be repaired later.

Motion by Johnston, supported by Sheehan, to approve Resolution 23-76 approving a Change Order and payment to Anlaan Corporation for work performed for the Boardwalk repairs.

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

The Council considered Resolution 23-77 to approve payment to F&V Construction in the amount of \$578,206.70 for work performed for the Wastewater Treatment Plant Project.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 23-77 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

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

The Council considered Resolution 23-78 to enter into a Countywide Early Voting Agreement for Election services. Public Act 81 of 2023 requires Early Voting sites be provided in the State of Michigan for all Federal and State Elections. The Ionia County Clerk has proposed this agreement to provide for the required nine days of Early Voting.

City Clerk Miller provided further information on the requirements and proposed agreement. The City of Portland will provide election workers for a certain period and will pay \$1,000.00 to help staff and fund the Early Voting site.

Motion by Johnston, supported by Sheehan, to approve Resolution 23-78 to enter into a Countywide Early Voting Agreement for Election services.

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

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on October 16, 2023, payment of invoices in the amount of \$264,859.92 and payroll in the amount of \$126,876.16 for a total of \$391,736.08. Purchase orders to Motorola Solutions, Inc. in the amount of \$5,940.00 for an annual contract for the period of August 2023 to August 2024, Resco in the amount of \$8,317.85 for an underground utility locator, Resco in the amount of \$27,225.00 for transformers, Alpine Power System in the amount of \$29,975.00 for a battery backup system for the Hydro dam controls, and JD & Son's Fence Construction in the amount of \$31,629.95 to replace the fence at Ballfield No. 2 at Bogue Flats were also included.

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

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Under City Manager Comments, City Manager Gorman reminded residents the City Council Election will be held tomorrow, November 7, 2023. Polls will be open from 7:00 A.M. to 8:00 P.M.

City Manager Gorman reminded residents that no parking is allowed on City streets between 2:00 and 6:00 A.M. from November 1st through April 1st.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck noted the City Council Election being held tomorrow and stated the current Council is dedicated to the City of Portland and its residents while maintaining fiscal responsibility.

Mayor Barnes stated what an honor it is to sit with the current Council and that he appreciates the City staff.

Mayor Barnes noted the Council's annual review of City Manager Gorman has been completed. He was rated very well; the information has been passed on to Human Resources.

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

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 7:52 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk