



**PROPOSED AGENDA
REGULAR MEETING OF THE PORTLAND CITY COUNCIL**

7:00 P.M. Monday, February 5, 2024

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order by Mayor Barnes</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:05 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:06 PM	V. <u>City Manager Report</u>	
	VI. <u>Presentations</u>	
7:20 PM	A. Jesse Danielewicz of Vision Metering – Electric Department AMI Project	
	B. DDA Director ConnerWellman – Downtown Report	
7:35 PM	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:40 PM	A. Proposed Resolution 24-10 Approving a Proposal from Wild Rose Machine, LLC to Provide Maintenance Services for the Municipal Dam Generator	Decision
7:42 PM	B. Proposed Resolution 24-11 Approving Payment and Release Agreement for Mayberry Homes, LLC	Decision
7:45 PM	C. Proposed Resolution 24-12 Approving, Authorizing, and Directing the Mayor to Sign a Permit for a Fireworks Display at Bogue Flats Recreation Area	Decision
7:47 PM	D. Proposed Resolution 24-13 Approving Payment to F&V Construction Work Performed for the Wastewater Treatment Plant Project	Decision
7:48 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes and Synopsis of the Regular City Council Meeting held on January 22, 2024	
	B. Payment of Invoices in the Amount of \$87,514.71 and Payroll in the Amount of \$159,872.31 for a Total of \$247,387.02	
	C. Purchase Orders over \$5,000.00	
	1. Resco in the Amount of \$6,580.00 for Underground Wire	
	2. Detroit Salt Company in the Amount of \$6,947.56 for Road Salt	

Estimated Time
7:50 PM
7:55 PM
8:00 PM
8:05 PM

- 3. Theka Engineering Solutions in the Amount of \$7,362.00 to Test and Calibrate Relays at the Power Plant and Hydro Dam
- 4. Haviland in the Amount of \$11,687.52 for Ferric Chloride
- 5. Resco in the Amount of \$19,800.00 Key-rite Cable

XI. Communications

- A. DDA Minutes for November 27, 2023
- B. DDA Treasurer Report for January 29, 2024
- C. Utility Billing Report for December 2023
- D. Water Department Report for January 2024
- E. Ionia County Board of Commissioners Agenda for January 23, 2024
- F. MPSC Notice of Hearing for Consumers Energy

XII. Other Business – None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 24-10

**A RESOLUTION APPROVING A PROPOSAL FROM WILD ROSE
MACHINE LLC TO PROVIDE MAINTENANCE SERVICES FOR THE
MUNICIPAL DAM GENERATOR**

WHEREAS, the Electric Department operates two diesel engines at the hydro and one is in need of maintenance and repair; and

WHEREAS, the Electric Superintendent and City Manager recommend approving the proposal from Wild Rose Machine, LLC to perform repair and maintenance services in the amount of \$61,895.00, a copy of the proposal and memo from the Electric Superintendent, are attached as Exhibit A; and

WHEREAS, at its regular meeting on January 30, 2024, the Board of Light and Power voted to recommend that City Council approve same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve the proposal from Wild Rose Machine, LLC to perform repair and maintenance services in the amount of \$61,895.00, a copy of the proposal and memo from the Electric Superintendent, are attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: February 5, 2024

Monique I. Miller, City Clerk

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

Cc: Tutt Gorman, City Manager

Date: 1-24-2024

Re: Action Item BLP 24-1D – Municipal Dam Generator #2 Mechanical Maintenance and Repair

During the summer of 2023 Scott Kablunde of Hydro Partners conducted an operations and maintenance assessment of the Portland Municipal Dam. The assessment and inspection of the Generator #2 turbine distributor found multiple critical control parts in an “end of life condition.” If not corrected, operational issues will soon occur which could cause catastrophic damage to the turbine. With this information, a scope of mechanical services was developed with Hydro Partners to overhaul the Gen #2 wicket gates, associated hardware and distributor. Below is summary of cost estimates from qualified dam maintenance contractors:

Northern Machine and Repair, Inc.	\$195,522.00
Canyon Hydro	\$152,550.00
Padnos Lietelt	\$97,946.00
Wild Rose Machine	\$61,895.00

Action Item BLP 24-1D – Recommend City Council approve Wild Rose Machine LLC’s proposal to conduct wicket gate/distributor repair/refurbishment and preventative maintenance activities on Generator #2 at the Portland Municipal Dam. Further, allow city staff to authorize purchase of parts not to exceed 33% of the total contract value prior to work completion in July of 2024. The estimated cost to complete this work is \$61,895.00 dollars.

Wild Rose Machine, LLC.

City Of Portland, Hydro Turbine Unit #2 Overhaul

Quote for the refurbishing of the hydro turbine unit#2 at the City of Portland, Michigan hydropower plant.

Attn: Todd Davlin, Superintendent Electric Dept.,
City of Portland, Michigan

Good morning Todd. Here is the quote regarding refurbishment of your U#2 turbine. Based on what I examined of your turbine and what I have experienced with other turbines in general, I have labored to calculate an average in-place rebuild. This quote does include some of the possible adverse conditions that do arise from one turbine to another. Often, a turbine may only need a fraction of that which I quote, based on reduction of parts needed and time reduced. Any savings, I do pass on to my customer. I have quoted some parts of your turbine that were not originally listed or specified in the breakdown chart. You may need them so I prefer to list and quote these.

I have also calculated in a 10% contingency on top of the quoted price of materials, time, and travel, etc. As I was figuring this quote up, one of my vendors has warned me of an increase to some of the materials you will need. I have also included some mitigation effort in case of the event I have to respond to an emergency at one of my own hydro plants. All this can be a return back to the City. If after investigation or work progressed we find an issue that is above and outside the scope of this quote, a discussion between owner and I will take place so as to not incur a hidden cost to either parties.

If we are awarded this project, I will request some monies to be paid down. This actually works well as it affords payment on "sections" of this project. As an example, I will be manufacturing die sets and working with my local foundry for casting some of your parts. These are parts you need and can be sitting at the ready when your project is performed or if needed sooner. We can have a discussion regarding this at your convenience.

I do want to thank you for this opportunity! Please contact me at any time.

Chris Cutts, Wild Rose Machine, LLC. 920-765-2193

Quote

SECTION: Governor/Speed control=\$6260.00

SECTION: Wicket Gate=\$19370.00

SECTION: Turbine Case(Base Ring)=\$8370.00

(2) Spare Wicket Gates Fabricated=\$3040.00

Labor on-site=\$14000.00

Expenses=\$5229.00

Contingencies at 10%=\$5626.00

Project Total=\$61895.00

**CITY COUNCIL
CITY OF PORTLAND**

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 24-11

**A RESOLUTION APPROVING PAYMENT AND RELEASE
AGREEMENT FOR MAYBERRY HOMES, LLC.**

WHEREAS, Mayberry Homes, LLC builds residential homes and constructed same in the City of Portland; and

WHEREAS, Mayberry Homes, LLC performed a repair of sewer lines which were improperly connected during construction and incurred expenses in the amount of \$13,700.27; and

WHEREAS, the City is willing to contribute \$5,000.00 of the cost of these repairs, subject to the terms and conditions set forth in the Release Agreement, a copy of which is attached as Exhibit A.

THEREFORE, THE CITY COUNCIL RESOLVES AS FOLLOWS:

1. The City Council approves payment to Mayberry Homes, LLC, subject to the terms and conditions of the Release Agreement, a copy of which is attached as Exhibit A.
2. The City Council authorizes, and directs the Mayor and Clerk to execute the Release Agreement referenced above and attached hereto.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this Resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: February 5, 2024

Monique I. Miller, City Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Clerk of the City of Portland, Ionia County, Michigan, certify that the foregoing is a true and complete copy of the Resolution adopted by the City Council at its meeting held on February 5, 2024. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Monique I. Miller, City Clerk

RELEASE AGREEMENT

This Agreement is entered into as of [REDACTED], 2024 by and between the City of Portland (the “City”), Mayberry Homes, LLC, and Mayberry Homes, Inc., (collectively, the “Company”). The City and the Company are collectively referred to as the “Parties.”

RECITALS

- A. The Company builds residential homes in the greater Lansing Area of Michigan.
- B. Homes built by the Company in the City on or around 120 Rindlebluff Drive had sewer lines which were improperly attached to the City’s stormwater drain (the “Sewage Connection”).
- C. The Company engaged in a repair and cleanup process to ensure compliance with legal requirements for sewer connections (the “Repair and Cleanup”), for which the Company shall be solely responsible.
- D. The City admits no responsibility or liability in any way related to the Sewage Connection or the Repair and Cleanup.
- D. As a result of this Repair and Cleanup, the Company incurred costs of about \$13,700.27.
- E. The City is amenable to offering partial payment to the Company to cover a portion of the cost incurred in return for a complete release as to any and all claims.
- F. The Company and the City, without any admission of liability, desire to settle with finality, compromise, dispose of, and release any and all claims asserted, or which could be asserted by the Company arising out of the City’s involvement, if any, in the overview, inspection or approval of the initial Sewage Connection and/or the Repair and Cleanup.

Now, therefore, the Parties hereby agree as follows:

AGREEMENT

1. **PAYMENT AND RELEASE:** Wherefore, in exchange for the promises and the good and valuable consideration set forth herein, it is agreed:

a) The City shall pay to the Company the sum of Five Thousand Dollars (\$5,000). The check shall be made payable to “Mayberry Homes.”

b) The Company, on behalf of itself, and its heirs, successors, assigns, attorneys, insurers, and anyone who might make a claim through them, agree to and hereby do forever release, waive, and forever discharge the City and its current and former affiliates, officers, employees, agents, inspectors, insurers, attorneys, and representatives (hereinafter “Released Parties”) from any and all claims, causes of action, suits, sums of money, controversies, agreements, promises, debts, damages, demands, and contracts whatsoever, known or unknown, including attorney’s fees and costs, in law or in equity, by reason of tort or otherwise, whether filed before any federal court, state court, local administrative agency, or other forum which claims the Company has, had, claims to has, or may have based on any fact, circumstance, inspection, approval, or event occurring, or alleged to have occurred, prior to the date of this Agreement including but not limited to:

- a. Claims arising under the above-referenced Sewage Connection and Repair and Cleanup

- b. Claims arising out of any other federal, state, or local statute, law, constitution, ordinance or regulation; and/or
- c. Any other claim whatsoever including but not limited to, claims relating to public policy or tort claims, defamation claims, personal injury claims, common law claims, claims for compensatory or punitive damages and/or any other occurrence prior to the date of this Agreement.

The Company understands and agrees that this Agreement will irrevocably bar any action or claim whatsoever by them (or those who may claim through them) against the Released Parties for any injury or damages, whether known or unknown, sustained or to be sustained, as a result of any acts, omissions, or conduct by Released Parties having occurred up to the present date, but not limited to claims involving the Sewage Connection and/or the Repair and Cleanup.

The Company is not waiving rights or claims that may arise after the date of this Agreement is executed.

2. **SEVERABILITY:** If any portion of any provision of this Agreement is declared illegal, unenforceable, or invalid by any court of competent jurisdiction and it cannot be modified to be enforceable, then the remaining terms or provisions not held invalid shall be valid and enforceable to the fullest extent permitted by law.

3. **CONSTRUCTION:** This Agreement is a fully integrated agreement and encompasses all terms and discussions between the parties, and is the product of mutual negotiation between the Company and the City. Each party has reviewed the Agreement, and the terms have been explained to the Parties. The Company understands this Agreement bars and waives any and all claims of any kind that the Company may have had against the City. The Agreement shall be governed and construed according to the laws of the state of Michigan.

THE COMPANY HAS READ THIS ENTIRE AGREEMENT CAREFULLY. THE COMPANY FULLY UNDERSTANDS THE FINAL AND BINDING EFFECT OF THIS AGREEMENT. THE ONLY REPRESENTATIONS MADE TO THE COMPANY ABOUT THIS AGREEMENT ARE CONTAINED IN THIS AGREEMENT. THE COMPANY AGREES THE COMPANY WAS NOT PRESSURED OR CORERCED IN ANY WAY TO SIGN THIS AGREEMENT. THE COMPANY IS SIGNING THIS AGREEMENT KNOWINGLY AND VOLUNTARILY AND, AFTER DUE CONSIDERATION, ENTERS INTO THIS AGREEMENT AND RELEASE INTENDING TO WAIVE, DISCHARGE, AND RELEASE ALL CLAIMS THE COMPANY HAS OR MAY HAVE AGAINST THE CITY AS SET FORTH IN THIS AGREEMENT.

MAYBERRY HOMES, INC.

_____, Authorized Signer
 _____ (Print Name)

MAYBERRY HOMES, LLC.

_____, Authorized Signer
 _____ (Print Name)

CITY OF PORTLAND

_____, James E. Barnes, Mayor
 _____, Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 24-12

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE
MAYOR TO SIGN A PERMIT FOR A FIREWORKS DISPLAY AT
BOGUE FLATS RECREATION AREA**

WHEREAS, the Downtown Development Authority has requested that the City Council approve a permit for Small Town Saturday Night Fireworks, LLC to put on a fireworks display at the Bogue Flats Recreation Area on June 28, 2024 to celebrate Independence Day with a rain date to be determined; and

WHEREAS, the City Manager recommends that Council approve the display subject to the Downtown Development Authority and the pyrotechnics company providing proof of insurance (attached as Exhibit A) and Small Town Saturday Night Fireworks, LLC locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance; and fire department personnel and vehicles being present at the display site perimeter when the fireworks are set off) and Act 358 of the Public Acts of Michigan of 1968, as amended.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves and authorizes the Mayor to sign a permit (attached as Exhibit B) for a fireworks display at the Bogue Flats Recreation Area as a part of a fourth of July celebration on Friday, June 28, 2024, subject to the Downtown Development Authority and the pyrotechnics company providing proof of insurance and Small Town Saturday Night Fireworks, LLC locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance, and fire department personnel and vehicles must be at the display site perimeter) and Act 358 of the Public Acts of Michigan of 1968, as amended.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: February 5, 2024

Monique I. Miller, City Clerk



Portland DDA 6/28/24
Proposal \$8,000.00
Proposal includes taxes, labor and Insurance

Body

- 2 45 Shot Green Palance
- 1 100 Shot Golden Curtain
- 1 138 Shot Long Duration Cake Box
- 1 178 Shot Long Duration Cake Box
- 1 300 Shot Color Comets W Pattern

- 72 3"Lidu Assorted w/Tails(A)
- 72 3"Lidu Asst w/Tails (D)

- 36 4"Flower King Assorted (18/2)
- 36 4"Flower King Special Long Duration
- 36 4"Lidu Assorted w/Tails (B)

- 18 5"Flower King Assorted (18/1)
- 18 5"NishiPyro Assortment (9/2)
- 18 5"Lidu Asst w/Tails (1) (9/2)

Mid Finale

- 1 36 Shot 2.5" Super Kamuro

Grand Finale

- 144 3" Finale 9 Color & 3 Report
- 36 5"Finale,Gold Brocade
- 1 5"Salute, Little Big Shot Canister
- 3 Fire Mines

Totals

cake shots 842 Shells 487 Fire Mines 3 Grand total of shots 1,332



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/8/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ryder Rosacker McCue & Huston (MGD by Hull & Company) 509 W Koenig St Grand Island NE 68801	CONTACT NAME: Kristy Wolfe PHONE (A/C, No, Ext): 308-382-2330 E-MAIL ADDRESS: kwolfe@ryderinsurance.com		FAX (A/C, No): 308-382-7109
	INSURER(S) AFFORDING COVERAGE INSURER A : SCOTTSDALE INS CO		NAIC # 41297
INSURED Small Town Saturday Night Fireworks LLC 461 Pearl Lake Dr. Sheridan MI 48884	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 1020300426

REVISION NUMBER:

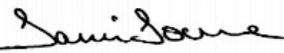
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			CPS4056747	1/10/2024	1/10/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per attached form CG 24 04 when required by written agreement.
 Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.

CERTIFICATE HOLDER**CANCELLATION**

City of Portland - DDA 259 Kent Street Portland MI 48875	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:

Any person or organization with whom the insured has agreed to waive rights of recovery, provided such agreement is made in writing and prior to the loss.

Additional Premium is Included

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV - Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

With respect to this endorsement, **SECTION II—WHO IS AN INSURED** is amended to include as an additional insured any person or organization whom you are required to add as an additional insured on this policy under a written contract, written agreement or written permit which must be:

- a. Currently in effect or becoming effective during the term of the policy; and
- b. Executed prior to the “bodily injury,” “property damage,” or “personal and advertising injury.”

The insurance provided to these additional insureds is limited as follows:

1. That person or organization is an additional insured only with respect to liability for “bodily injury,” “property damage” or “personal and advertising injury” caused, in whole or in part, by:
 - a. Your acts or omissions; or
 - b. The acts or omissions of those acting on your behalf.

A person’s or organization’s status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

2. With respect to the insurance afforded to these additional insureds, the following exclusions are added to item **2. Exclusions** of **SECTION I—COVERAGES**:

This insurance does not apply to “bodily injury,” “property damage” or “personal and advertising injury” occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
 - b. That portion of “your work” out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
3. The limits of insurance applicable to the additional insured are those specified in the written contract, written agreement or written permit or in the Declarations for this policy, whichever is less. These limits of insurance are inclusive of, and not in addition to, the Limits of Insurance shown in the Declarations for this policy.
 4. Coverage is not provided for “bodily injury,” “property damage,” or “personal and advertising injury” arising out of the sole negligence of the additional insured.
 5. The insurance provided to the additional insured does not apply to “bodily injury,” “property damage,” or “personal and advertising injury” arising out of an architect’s, engineer’s or surveyor’s rendering of or failure to render any professional services including:

- a. The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
 - b. Supervisory, inspection, architectural or engineering activities.
6. Any coverage provided hereunder will be excess over any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a

written contract specifically requires that this insurance be primary.

When this insurance is excess, we will have no duty under **SECTION I—COVERAGES** to defend the additional insured against any “suit” if any other insurer has a duty to defend the additional insured against that “suit.” If no other insurer defends, we will undertake to do so, but we will be entitled to the additional insured’s rights against all those other insurers.

AUTHORIZED REPRESENTATIVE DATE

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Portland 6/28/24

Yellow pin is the Shooting Location
Green line is 350 feet From the shooting location to the red ring.
Inside the red ring is to be clear of all person and occupied dwelling expect for fireworks personnel.
This needs to be followed to meet NFPA 1123 for up to 5 inch shells.

Legend

- 350 foot line
- Feature 1
- Safety
- Shooting Location



2023 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, nationality, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes)		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.
<input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Duane Mocherman (Small Town Saturday Night Fireworks, LLC)		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO 461 Pearl Lake Dr., Sheridan, MI 48884		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Portland DDA		
ADDRESS 259 Kent St., Portland, MI 48875		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Please see attached proposal.		
EXACT LOCATION OF DISPLAY OR USE Bogue Flats Recreation area, Portland MI. North end between the ball fields		
CITY, VILLAGE, TOWNSHIP Portland	DATE June 28, 2024	TIME 10:15 pm
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT \$2,000,000.00

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____ <div style="text-align: center; border-top: 1px solid black; padding-top: 5px;">(Signature and Title of Legislative Body Representative)</div>
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THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 24-13

**A RESOLUTION APPROVING PAYMENT TO F&V CONSTRUCTION FOR
WORK PERFORMED FOR THE
WASTEWATER TREATMENT PLANT PROJECT**

WHEREAS, Fleis & VandenBrink, through F&V Construction is serving as the design-builder for the wastewater treatment plant project; and

WHEREAS, F&V Construction has performed work in accordance with the design-build agreement and has submitted a request for payment in the amount of \$162,218.00, a copy of which is attached as Exhibit A.

WHEREAS, the City Manager and Finance Director have reviewed the pay request and recommends that City Council approves same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the pay request from F&V Construction for work performed for the wastewater treatment plant project in the amount of \$162,218.00, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: February 5, 2024

Monique I. Miller, City Clerk

To (Owner):	City of Portland 259 Kent Street Portland, MI 48875	Project:	Wastewater System Improvements CWSRF No. 5758-01	Invoice No.:	2221
				Application No.:	24
				Application Date:	January 31, 2024
DESIGN-BUILDER:	F&V Construction 2960 Lucerne Drive SE Grand Rapids, MI 49546			Period to:	January 31, 2024
				FVC Proj No.:	1221
				Contract Date:	December 23, 2021

DESIGN-BUILDER'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

CHANGE ORDER SUMMARY

	ADDITIONS		DELETIONS	
Change Orders Approved				
Change Order No. 1	\$ 28,649.69		\$ -	
Change Order No. 2	\$ 14,723.00		\$ -	
Change Order No. 3	\$ 6,836.00		\$ -	
TOTALS	\$ 50,208.69		\$ -	
Approved this Month				
TOTALS	\$ -		\$ -	
Net Change by Change Orders	\$ 50,208.69		\$ -	

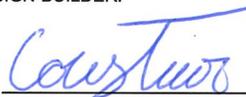
1. ORIGINAL CONTRACT SUM	\$	12,750,000.00
2. NET CHANGE BY CHANGE ORDERS	\$	50,208.69
3. ADJUSTED CONTRACT SUM TO DATE	\$	12,800,208.69
(Line 1 + Line 2)		
4. TOTAL COMPLETED & STORED TO DATE	\$	10,600,558.08
5. RETAINAGE	\$	603,010.00
6. TOTAL ELIGIBLE TO DATE (Line 4 - Line 5)	\$	9,997,548.08
7. LESS PREVIOUS PAYMENTS	\$	9,835,330.08
8. CURRENT PAYMENT DUE	\$	162,218.00
9. BALANCE TO FINISH, PLUS RETAINAGE	\$	2,802,660.61
(Line 3 - Line 4 + Line 5)		

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for.)

\$ 162,218.00

DESIGN-BUILDER:

By:  Date: 1/31/2024
 This Certification is not negotiable. The AMOUNT CERTIFIED is payable only to party named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Design-Builder under this Contract.

APPROVALS:

By: _____
 CITY OF PORTLAND

Date: _____

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising the above application, the Design-Builder certifies to the Owner that to the best of the Design Builder's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Design-Builder is entitled to payment of the AMOUNT CERTIFIED.

Payment Application No. 24

City of Portland | Wastewater System Improvements, CWSRF No. 5758-01

Contract No.	Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Completed to Date	Balance to Finish	Percent Complete
C1	Site Work & Excavation	\$ 1,557,040.00	\$ (17,421.00)	\$ 1,539,619.00	\$ 1,333,911.40	\$ -	\$ 1,333,911.40	\$ 205,707.60	87%
C2	Concrete	\$ 684,595.00	\$ 3,534.00	\$ 688,129.00	\$ 387,000.00	\$ -	\$ 387,000.00	\$ 301,129.00	56%
C3	General Trades	\$ 656,125.00	\$ 49,589.00	\$ 705,714.00	\$ 525,000.00	\$ -	\$ 525,000.00	\$ 180,714.00	74%
C4	Painting	\$ 210,568.00	\$ 12,158.00	\$ 222,726.00	\$ 156,579.00	\$ -	\$ 156,579.00	\$ 66,147.00	70%
C5	Mechanical	\$ 4,527,209.20	\$ 44,434.19	\$ 4,571,643.39	\$ 4,094,912.10	\$ 15,587.90	\$ 4,110,500.00	\$ 461,143.39	90%
C6	Electrical, Instrumentation & Control	\$ 1,072,737.00	\$ 22,279.00	\$ 1,095,016.00	\$ 986,254.60	\$ 19,680.70	\$ 1,005,935.30	\$ 89,080.70	92%
C7	Biosolids Storage Tank	\$ 488,780.00	\$ -	\$ 488,780.00	\$ 488,780.00	\$ -	\$ 488,780.00	\$ -	100%
C8	Sanitary Sewer Improvements (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C9	Cured-in-Place Pipe (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C10	River Crossing (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C11	Masonry	\$ 225,000.00	\$ -	\$ 225,000.00	\$ 225,000.00	\$ -	\$ 225,000.00	\$ -	100%
C12	Concrete Demo (Included in C1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C13	Owner's System Integrator WWTP	\$ 49,900.00	\$ -	\$ 49,900.00	\$ 22,500.00	\$ 11,400.00	\$ 33,900.00	\$ 16,000.00	68%
	Owner's System Integrator Lift Stations	\$ -	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00	0%
	General Conditions	\$ 313,700.00	\$ -	\$ 313,700.00	\$ 255,000.00	\$ 16,000.00	\$ 271,000.00	\$ 42,700.00	86%
	Design-Builder's Fee	\$ 831,800.00	\$ 3,933.00	\$ 835,733.00	\$ 715,164.00	\$ 5,288.00	\$ 720,452.00	\$ 115,281.00	86%
	Basic Services - Design, VE & Pre-Con	\$ 740,000.00	\$ -	\$ 740,000.00	\$ 740,000.00	\$ -	\$ 740,000.00	\$ -	100%
	Basic Services - PM, Admin, SS	\$ 789,800.00	\$ -	\$ 789,800.00	\$ 556,000.00	\$ 46,500.38	\$ 602,500.38	\$ 187,299.62	76%
	Design-Builder's Contingency	\$ 602,745.80	\$ (71,797.50)	\$ 530,948.30	\$ -	\$ -	\$ -	\$ 530,948.30	0%
	Contract Total	\$ 12,750,000.00	\$ 50,208.69	\$ 12,800,208.69	\$ 10,486,101.10	\$ 114,456.98	\$ 10,600,558.08	\$ 2,199,650.61	83%



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, January 22, 2024

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Absent: Mayor Barnes

Guests: Corey Turner of Fleis & VandenBrink; Kathy Parsons

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

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

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston

Nays: None

Absent: Barnes

Adopted

Motion by Johnston, supported by Fitzsimmons, to excuse the absence of Mayor Barnes.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan

Nays: None

Absent: Barnes

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman extended his appreciation to the Police Department and Department of Public Works on how they handled the snowstorm last week.

City Manager Gorman provided information regarding the conversations with Ionia County Central Dispatch Director Lance Langdon and his abrupt request to discontinue after hour call services for the City's utilities. The City is working to transition to a call center service which will provide a better experience for residents.

In anticipation of the upcoming expanded fiber network to connect all City departments a new firewall was installed last week.

City Manager Gorman provided information on the recent fiber service outage experienced by Homeworks Connect. The outage was a result of heating and cooling issues at a very large data center in Chicago. He stated that Homeworks Connect has advised they will be looking at ways to create redundancy in its system to prevent this kind of issue in the future.

Council Member Sheehan stated that as a customer of Homeworks Connect she appreciated their communication throughout the outage.

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

Under New Business, the Council held the Second Reading and considered the adoption of Ordinance 79B to change language on parking tickets and to allow for the impoundment of vehicles for unpaid parking tickets.

Motion by Fitzsimmons, supported by Johnston, to adopt Ordinance 79B to amend Chapter 38, Article II, Section 38-74 entitled “Traffic Ticket; Notice of Violation; Content” of the Codified Ordinances of the City of Portland.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 24-06 to approve the purchase of a 2023 Stock Braun Chief XL Type III Ambulance in the amount of \$285,618.00.

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 24-06 approving the purchase of a new ambulance.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 24-07 to authorize negotiations related to the potential sale of the property located at 1800 E. Grand River Ave. Around January 2, 2024, the City received a letter of intent from Martin Commercial Properties, Inc. on behalf of Dick Suwyn related to the potential sale. The City Council has reviewed the letter and desires City Manager Gorman to respond on behalf of the City.

Motion by Sheehan, supported by Johnston, to approve Resolution 24-07 to authorize additional negotiations concerning the sale of 1800 E. Grand River Ave.

Yeas: Sheehan, Johnston, VanSlambrouck, Fitzsimmons

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 24-08 to amend and restate the Investment Policy for the City of Portland.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 24-08 approving an amended and restated Investment Policy for the City.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 24-09 to confirm the Mayor's appointments to City Boards and Commissions.

Motion by Sheehan, supported by Johnston, to approve Resolution 24-09 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Sheehan, Johnston, VanSlambrouck, Fitzsimmons

Nays: None

Absent: Barnes

Adopted

Motion by Johnston, supported by Sheehan, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on January 8, 2024, payment of invoices in the amount of \$147,451.42 and payroll in the amount of \$155,385.52 for a total of \$302,836.94. A purchase order to the Michigan Municipal Electric Association in the amount of \$5,956.00 for 2024 membership dues was included.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons

Nays: None

Absent: Barnes

Adopted

Under City Manager Comments, City Manager Gorman reminded residents to clear their sidewalks after a snow fall.

City Manager Gorman stated that he and Lt. Orville Theaker will present a presentation on Disaster Recovery and Response at the Michigan Municipal Executive Conference next week.

City Manager Gorman provided information on the current work by Consumers Energy to upgrade service on Kent Street along with further information on the upcoming Kent Street Improvement Project.

The Annual Daddy/Daughter Dance will be held February 21st and 22nd, 2024.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck commended Consumers Energy on their work on Kent Street. They have been diligent about keeping as many parking spaces open as possible.

The fundraiser held by The Soup Project and Portland Community Fund to support those affected by the fire at Edgemont Apartments at the VFW on Saturday, January 13, 2024, raised almost \$25,000.00.

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

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan

Nays: None

Absent: Barnes

Adopted

Meeting adjourned at 7:39 P.M.

Respectfully submitted,

Joel VanSlambrouck, Mayor Pro-Tem

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the January 22, 2024, City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

The City Council meeting was called to order by Mayor Pro-Tem VanSlambrouck at 7:00 P.M.

Present – Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Absent – Mayor Barnes

Presentation - Corey Turner of Fleis & VandenBrink provided an update on the Wastewater Treatment Plant Project.

Second Reading and Consideration of Ordinance 79B to amend Chapter 38, Section Article II, Section 38-74 entitled “Traffic Ticket; Notice of Violation; Content” of the Codified Ordinances of the City of Portland. All in favor. Adopted.

Approval of Resolution 24-06 approving the purchase of a new ambulance.

All in favor. Adopted.

Approval of Resolution 24-07 to authorize additional negotiations concerning the sale of 1800 E. Grand River Ave.

All in favor. Adopted.

Approval of Resolution 24-08 approving an amended and restated Investment Policy for the City.

All in favor. Adopted.

Approval of Resolution 24-09 confirming the Mayor’s appointments to City Boards and Commissions.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:39 P.M.

All in favor. Adopted.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PURITY CYLINDER GASES, INC.	00380	OXYGEN, GAS HAZ MAT FEE - AMB	156.95
SHEILA TRIMMER	MISC	REFUND RED MILL PAVILION RENTAL - PARKS	250.00
STAR THOMAS	01654	PHONE BILL REIM - POLICE	40.00
DAN SOWLES	02724	CELL PHONE REIMB - AMB	40.00
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	7,960.00
PAMA	01370	40% CONT TO PAMA - COM PROMO	222.60
FAMILY FARM & HOME	01972	GLOVES - WATER	14.99
KARA DOUGHERTY	02767	ASSESSING SERVICES 2ND HALF JAN 2024 - ASSESSOF	1,630.83
BS&A SOFTWARE	00029	CEM ANNUAL SOFTWARE SUPPORT - CEM	695.00
ROCHESTER CREATIONS	02359	EMS UNIFORMS - AMB	494.00
SLC METER LLC	02286	E SERIES METER/SHIPPING - WATER	350.50
TRUCK & TRAILER	00461	CARBIDE CURB BUMPER - LOC STS	265.04
WEST MICHIGAN INTERNATIONAL LLC	02546	TURBO HOSE CLAMPS 911 - MTR POOL	305.33
GALL'S LLC	00159	UNIFORMS - POLICE	89.23
GALL'S LLC	00159	UNIFORMS - POLICE	193.20
STAR THOMAS	01654	POSTAGE REIM - POLICE	9.65
CULLIGAN	02130	WATER X4 - POLICE	23.00
KEUSCH TIRE & AUTO	00228	C3 OIL CHANGE - POLICE	61.40
CMP DISTRIBUTORS INC.	01745	TACTICAL LIGHT - POLICE	242.20
CMP DISTRIBUTORS INC.	01745	HOLSTER WITH LIGHT - POLICE	150.00
VC3 INC.	02745	EQUIPMENT WIRELESS ACCESS POINT - POLICE	224.00
MUNICIPAL SUPPLY CO.	00324	DOWNSPOUT REPAIR - ELECTRIC	184.56
MUNICIPAL SUPPLY CO.	00324	LOCATION SUPPLIES - ELECTRIC	169.20
GRAINGER, INC.	00172	SUPPLIES - ELECTRIC	256.72
GRAINGER, INC.	00172	SUPPLIES - ELECTRIC	350.03
SCOTT HONSOWITZ	00192	CLOTHING ALLOWANCE - ELECTRIC	99.99
AUTOMATED BUSINESS EQUIPMENT	00027	NEW POSTAGE MACHINE - GEN	5,185.00
CHALLENGER 2	MISC	INSTALL WIRELESS ACC POINT - POLICE	525.00
CITY OF IONIA	00204	VAC TRUCK WORK WINTER MAIN BREAK - WATER	601.35
MICHIGAN CAT	01920	VALVE - MTR POOL	647.77
MICHIGAN CAT	01920	BLOCK - MTR POOL	142.46

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
UNITED STATES GEOLOGICAL SURVEY	02212	ANNUAL JOINT FUNDING STREAMGAGING STA GR - ELEC	8,000.00
VC3 INC.	02745	ANNUAL ZIX EMAIL ENCRYPTION LICENSES- GEN	564.00
WEST MICHIGAN INTERNATIONAL LLC	02546	BUCKET TRUCK MAINTENANCE - ELECTRIC	1,213.53
VC3 INC.	02745	FIREWALL SUBNET EXPANSION - GEN, CONS AGENDA 12	2,880.00
HAVILAND PRODUCTS COMPANY	02850	FERRIC CHLORIDE - WW	11,687.52
FLEIS & VANDENBRINK	00153	PROFESSIONAL SCVS - ELECTRIC	2,856.50
BURNHAM & FLOWER INSURANCE GROUP	02776	HRA ADMIN FEE 10/1/23-12/31/23 - GEN	398.00
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	465.64
CULLIGAN	02130	WATER X3 CITY HALL - GEN	23.00
B&W AUTO SUPPLY, INC.	00030	VAR PURCHASES - VAR DEPTS	3,186.70
FAMILY FARM & HOME	01972	HARDWARE - MTR POOL	27.61
INTERSTATE BILLING SVC	00202	FITTING - MTR POOL	17.36
PLB PLANNING GROUP LLC	02504	CONSULTATION - CODE	160.00
DICKINSON WRIGHT PLLC	02244	LEGAL SVCS DEC 2023 - GEN	2,104.00
TRUCK & TRAILER	00461	WINTER MAINTENANCE SUPPLIES - MAJ, LOC STS	418.94
UIS SCADA	00462	SUB FEE AND CRUISE - WATER	2,181.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	289.50
USA BLUEBOOK	01850	GLOVES - WW	125.55
USA BLUEBOOK	01850	GLOVES - WW	61.90
MTECH COMPANY	02306	CUES MPLUS REPAIR PUSH CAMERA - WW	1,002.98
ROOTER GUY DRAIN CLEANING	MISC	ROOT CUT SEWER MAIN BLOCKAGE - WW	475.00
FP MAILING SOLUTIONS	01758	MAIL MACHINE UPGRADES - GEN	186.00
POWER LINE SUPPLY COMPANY	00389	SAFETY VEST - ELECTRIC	340.00
POWER LINE SUPPLY COMPANY	00389	SAFETY VESTS - ELECTRIC	340.00
ACE-TEX ENTERPRISES, INC.	00004	OIL CLEAN UP WORK RAGS- ELECTRIC	719.71
SOLBERG MFG., IINC	02854	CRANK CASE FILTERS - ELECTRIC	884.68
RESCO	00392	GROUND RODS - ELECTRIC	692.30
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	982.19
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	450.00
BSN SPORTS	00911	PAVER CARD REPLACEMENT - REC	40.99
LARRY CUSHION TROPHIES & ENGRAVING	02726	TROPHIES ADULT BBALL - REC	180.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ALT PRINTING CO.	02712	ADULT BBALL SHIRTS - REC	365.00
DETROIT SALT COMPANY	01497	ROAD SALT MIDEAL - MAJ, LOC STS	6,947.56
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	933.84
UIS SCADA	00462	SUB FEE AND CRUISE - WW	1,617.00
CORRIGAN OIL CO, NO. 11	02693	DIESEL FOR GENERATOR - ELECTRIC	3,374.03
MARK WOODMAN PLUMBING & HEATING	01816	PLUMB OIL PUMP - ELECTRIC	1,000.06
RESCO	00392	WOOD POLE BRACKETS - ELECTRIC	1,785.00
TRAFFIC SAFETY STORE	02856	28" COLLAPSIBLE CONE KIT - ELECTRIC	1,322.89
NTH CONSULTANTS, LTD	02708	PROF SVCS FED CLEAR AIR - ELECT APPR RES 23-86	5,000.00
SMART BUSINESS SOURCE	02625	COPY PAPER - VAR DEPTS	441.00
MICTA	01536	MEMBERSHIP DUES 2024 - GEN	100.00
FAMILY FARM & HOME	01972	GLOVES, WASHER SOLVENT - PARKS, CEM	9.98
RAPID SHRED	02719	SHRED SERVICES - GEN	83.75
Total:			\$87,514.71

**BI-WEEKLY
WAGE REPORT
February 5, 2024**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	11,827.10	188,721.25	4,582.04	66,725.20	16,409.14	255,446.45
ASSESSOR		-		-	-	-
CEMETERY	2,356.03	68,198.95	930.02	19,174.67	3,286.05	87,373.62
POLICE	19,333.90	288,813.23	5,790.33	93,017.66	25,124.23	381,830.89
CODE ENFORCEMENT	69.07	905.57	5.32	77.31	74.39	982.88
PARKS	2,080.16	57,220.35	853.70	10,777.13	2,933.86	67,997.48
INCOME TAX	2,717.61	40,020.57	741.23	13,817.40	3,458.84	53,837.97
MAJOR STREETS	5,324.97	64,761.23	2,893.65	28,522.26	8,218.62	93,283.49
LOCAL STREETS	3,484.06	61,603.38	1,651.77	27,924.09	5,135.83	89,527.47
RECREATION	1,763.98	25,319.85	500.89	7,977.68	2,264.87	33,297.53
AMBULANCE	22,902.23	321,321.27	5,070.83	80,369.89	27,973.06	401,691.16
DDA	2,777.40	41,600.74	630.51	7,747.53	3,407.91	49,348.27
ELECTRIC	24,388.84	349,955.35	10,775.23	118,727.17	35,164.07	468,682.52
WASTEWATER	10,906.60	162,266.00	3,567.65	44,935.38	14,474.25	207,201.38
WATER	6,708.14	110,770.80	3,465.42	44,009.74	10,173.56	154,780.54
MOTOR POOL	1,345.44	13,949.39	428.19	5,394.51	1,773.63	19,343.90
TOTALS:	117,985.53	1,795,427.93	41,886.78	569,197.62	159,872.31	2,364,625.55

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 01/31/2024
MEETING DATE 02/05/2024

Fund	Description	Beginning Balance 01/04/2024	Total Cash in	Total Cash out	Cash Balance 01/22/2024	Time Certificates	Ending Balance 01/22/2024
101	GENERAL FUND	2,304,039.75	74,259.17	(241,148.34)	2,137,150.58	218,908.00	2,356,058.58
105	INCOME TAX FUND	238,948.37	85,557.44	(90,144.07)	234,361.74	10,000.00	244,361.74
150	CEMETERY PERPETUAL CARE FUND	65,557.51	-	-	65,557.51		65,557.51
202	MAJOR STREETS FUND	424,805.68	14,777.78	(40,708.91)	398,874.55		398,874.55
203	LOCAL STREETS FUND	157,064.85	12,829.51	(27,987.47)	141,906.89		141,906.89
208	RECREATION FUND	27,195.25	4,329.37	(7,208.33)	24,316.29		24,316.29
210	AMBULANCE FUND	143,087.70	41,914.89	(69,502.68)	115,499.91		115,499.91
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	718,382.41	3,439.82	(15,315.13)	706,507.10		706,507.10
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	21,364.67	10,310.20	(16,191.63)	15,483.24		15,483.24
582	ELECTRIC FUND	5,972,539.44	251,535.40	(248,180.21)	5,975,894.63	468,768.00	6,444,662.63
590	WASTEWATER FUND	207,845.04	2,324,805.72	(770,190.27)	1,762,460.49		1,762,460.49
591	WATER FUND	455,295.47	47,458.93	(38,281.02)	464,473.38	407,700.00	829,642.14
661	MOTOR POOL FUND	195,023.18	26,614.99	(16,385.10)	205,253.07		205,253.07
703	CURRENT TAX FUND	25,113.69	73,002.74	0.00	98,116.43		98,116.43
	TOTAL - ALL FUNDS	10,959,625.26	2,970,835.96	(1,581,243.16)	12,349,218.06	1,105,376.00	13,412,062.82
					ELECTRIC-RESTRICTED CASH	453,086.00	453,086.00
					ELECTRIC - MPPA MUNICIPAL TRUST	170,376.44	170,376.44
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	2,380,489.65	2,380,489.65
					ELECTRIC-PRIN & INT ESCROW	80,604.71	80,604.71
					ELECTRIC- GOLT BOND RESERVE 23	-	-
					WASTEWATER DEBT ESCROW	280,700.62	280,700.62
					WASTEWATER REPAIR ESCROW	349,965.31	349,965.31
					WASTEWATER 2022 BOND RESERVE	253,511.93	253,511.93
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	42,531.24	42,531.24
							17,723,830.50

***Customer Deposit Breakdown**

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>



PURCHASE ORDER

City of Portland

P.O. 14084

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR RESCO

DATE: 1-30-2024

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
4/0 600V secondary	582-539-939,000		\$6,580
URD wire 2000 ft	939?		
@ \$3.29/ft			
DEPARTMENT HEAD (UP TO \$500) <u>JLO</u>		TOTAL	\$6,580

transfer from MR-Supplies
✓ 582-539-775.000

M
Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)



Rural Electric Supply Cooperative
 1308 NW Laurel St
 Elkhart, IA 50073
 515-964-7664

QUOTATION

Order Number	
1017130	
Order Date	Page
01/22/2024	1 of 1
Customer PO Number	
QUOTE	

Quote Expires On: 02/21/2024

Bill To:

PORTLAND, CITY OF
 723 EAST GRAND RIVER AVE
 PORTLAND, MI 48875
 517-647-6912

Ship To:

PORTLAND, CITY OF
 723 EAST GRAND RIVER AVE
 PORTLAND, MI 48875

Requested By: TODD DAVLIN

Attn: PORTLAND, CITY ACCOUNTS PAYABL

Customer Number	Freight Terms	Quote Expiration Date	CSR
11530	FREIGHT ALLOWED	02/21/2024	STEVE.BRIETZMAN

Line #	Item ID Item Description	Ship Location	Quantities		Unit Price	Extended Price
			Ordered	UOM		
1	SWEETBRIAR/HISCORE URD 4/0-4/0-2/0 TRPLX RN RUGGED 1000FT 1350 ABUSE RESISTANT SWEETBRIAR RUGGEDIZED	RESOCO - Elkhart	2,000	FT	3.29000	6,580.00

Total Lines: 1

SUB-TOTAL: 6,580.00
TAX: 0.00
AMOUNT DUE: 6,580.00
 U.S. Dollars

Memo



To: Board of Light & Power
From: Todd Davlin, Electric Superintendent
Cc: Tutt Gorman, City Manager
Date: 1-30-2024
Re: Action Item BLP-24-1B – 4/0 600 V Secondary Underground Wire

Small projects, system repairs and house drops have depleted the wire inventory. In December we solicited costs from RESCO and checked prices at various supply sources for secondary wire. We need two rolls, approximately 2,000 feet of 4/0 600V secondary underground wire. Below is a summary of pricing cost options:

RESCO	\$3.29/LF
Cooper Electric	\$6.66/LF
Energy Avenue	\$3.96/LF

Action Item BLP-24-1B – Recommend City Council approve RESCO Proposal No. 1017130 to purchase two rolls (2,000 feet) of 4/0 Sweetbriar/HiScore 600V Secondary wire at cost of \$3.29/ft. Small projects, system repairs and house drops have depleted inventory. The estimated cost of secondary wire is \$6,580.



PURCHASE ORDER



City of Portland

P.O. 13229

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR Detroit Salt Company
PO Box 874107
Kansas City MO 64187-4107

DATE: 1-31-24 # 5124-24693

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
99.18 Tons Road Salt	202-478-775	60	4,168.54
MIDEAL	203-478-775	40	2,779.02
DEPARTMENT HEAD (UP TO \$500) <u>B. Gustafson</u>		TOTAL	\$ 6,947.56

Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)



12841 Sanders Street
 Detroit, MI 48217
 Phone No. 313-841-5144
 Fax No. 313-841-0466
 ar@detroitsalt.com

Sell-to
 PORTLAND CITY
 Mindy Tolan
 259 KENT ST
 Portland, MI 48875
 UNITED STATES

Ship-to
 PORTLAND CITY
 451 MORSE DR
 PORTLAND, MI 48875

Invoice No. SI24-24693
 Posting Date 01/30/24
 Payment Terms NET 30
 Due Date 02/29/24
 P.O.
 Customer No. MIPOR03

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
876011	01/30/24	SO24-13878	007	ROCK SALT	47.38	\$70.05	\$3,318.97		\$3,318.97
876078	01/30/24	SO24-13878	007	ROCK SALT	51.80	\$70.05	\$3,628.59		\$3,628.59
Invoice Total					99.18		\$6,947.56		\$6,947.56

Total Invoice **\$6,947.56**

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127



PURCHASE ORDER

City of Portland

P.O. 14085

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR Thika Engineering Solutions

DATE: 1-30-2024

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>Test and calibrate relays @ Power Plant and Dam.</u>	<u>582.539.931.000</u>		<u>\$7,362</u>
DEPARTMENT HEAD (UP TO \$500) <u>zoo</u>		TOTAL	<u>\$7,362</u>

Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

Cc: Tutt Gorman, City Manager

Date: 1/30/2024

Re: Action Item BLP 24-1C – Theka Relay Testing

During the second week of January, we shorted 2 x 500 MCM large, jacketed copper underground cables. Unrelated to the short, but in the course of the repair we learned one of our protective relays was not working. It is industry practice to calibrate switchgear relays on 3-5 year cycle.

Action Item BLP 24-1C – Recommend City Council approve Theka Engineering Solutions' Proposal dated January 15, 2024 for relay testing and calibration at the Portland Municipal Dam and Power Plant. The estimated cost to test and calibrate relays is \$7,362.



February 1, 2024

Todd Davlin
City of Portland
259 Kent St.
Portland, MI 48875

RE: Protective Relay Testing

Dear Mr. Davlin:

Theka appreciates the opportunity to provide you with a Budgetary Proposal for testing and calibration of the relays located at the Portland Diesel plant and the Portland Hydro Plant. We have reviewed the scope and will supply labor, material, and equipment to perform the following.

Scope of Work: Calibrate and test 9 electromechanical relays, 1 watt hour meter, 5 solid state relays, and 1 Basler BE1-GPS100 relay located in the Portland Diesel building and Hydro Plant. Provide test result report after work on site is finished.

Clarifications:

- 1) Overtime is not included in this proposal.
- 2) No allowance is included for repairs outside of the above-listed work.
- 3) This proposal is valid for (30) days and will be subject to review after that time.
- 4) Theka reserves the right to revise the proposal if new information becomes available.
- 5) Theka will invoice monthly for work completed. Payment terms are net 30 days.

Budget: \$7,362

Sincerely,

Alec Amundson

Alec Amundson
Electrical Engineer
Theka Associates Engineering, Inc.
ajamundson@theka-engineering.com
cell: 231.288.6779



PURCHASE ORDER

City of Portland

P.O. 13982

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR HAVILAND

DATE: 1-23-24

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
45,000 lb Ferric CHLORIDE	590-548-740		\$11,687.52
DEPARTMENT HEAD (UP TO \$500) <u>J. McK</u>		TOTAL	11,687.52

Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)

Payment Terms:
 Net 30 Days



421 Ann St. N.W.
 Grand Rapids, MI 49504
 Phone: 800 456-1134
 Fax: 616 361-9772
 www.havilandusa.com

DATE
 01/22/2024
 ORDER NO.
 430401

Order Acknowledgment

S CITY OF PORTLAND WWTP
 O 600 MORSE DRIVE
 L PORTLAND , MI 48875-
 D USA
 T
 O

S PORTLAND, CITY OF WWTP
 H 600 MORSE DRIVE
 I PORTLAND , MI 48875-
 P USA
 T
 O

CUST NO.	SALES ID	OPERATOR	REQUISITION NO.	SHIP TO ID	PO NUMBER	ORDER TYPE
1069775	HP023	amandac		10	VERBAL TONY	Direct
DELIVERY DATE	SHIP VIA	FREIGHT TERMS		F.O.B. REMARK		
1/29/2024	Vendor Truck	Delivered		Destination		
QUANTITY ORDERED	PACKAGING	DESCRIPTION	ST	UNITS	PRICE/UNIT	EXTENDED PRICE
45000	1.00 lb Bulk	Ferric Chloride (PIX-311) NSF H000200-1#Bulk Whs: HD-Dir Lot: N/A	*	9.23	1,266.9400/DTon	11,687.52

THIS SALE IS SUBJECT TO THE HAVILAND ENTERPRISES, INC. TERMS AND CONDITIONS OF SALE TO CUSTOMERS, AVAILABLE AT https://havilandusa.nyc3.digitaloceanspaces.com/staging/Haviland_Buyer_Customer_Terms_and_Conditions_2021-09-24-184202_mtpb.pdf WHICH ARE BY THIS REFERENCE HEREBY INCORPORATED HEREIN. A SEPARATE HARD COPY WILL BE PROVIDED UPON REQUEST. EXECUTION OF THE TERMS OF THIS SALE IS A SPECIFIC REPRESENTATION THAT THE CUSTOMER HAS READ, UNDERSTOOD AND AGREED TO THE REFERENCED TERMS.

TOTAL: 11,687.52



PURCHASE ORDER

City of Portland

P.O. 14083

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR Resco

DATE: 1-30-2024

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>Key-rite 15KV URD</u>	<u>583.539.939.000</u>		<u>\$19,800</u>
<u>cable - 5500 ft</u>			
<u>@ \$3.60/ft</u>			
DEPARTMENT HEAD (UP TO \$500) <u>Judd</u>		TOTAL	<u>\$19,800</u>

MT

Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)



SUPPLYING THE COOPERATIVE ADVANTAGE

Rural Electric Supply Cooperative
1640 Gover Parkway
Mt Pleasant, MI 48858
989-779-1334

QUOTATION

Order Number	
1017128	
Order Date	Page
01/22/2024	1 of 1
Customer PO Number	
WIRE QUOTATION	

Quote Expires On: 02/21/2024

Bill To:

PORTLAND, CITY OF
723 EAST GRAND RIVER AVE
PORTLAND, MI 48875
517-647-6912

Ship To:

PORTLAND, CITY OF
723 EAST GRAND RIVER AVE
PORTLAND, MI 48875

Requested By: TODD DAVLIN

Attn: PORTLAND, CITY ACCOUNTS PAYABL

Customer Number	Freight Terms	Quote Expiration Date	CSR
11530	FREIGHT ALLOWED	02/21/2024	STEVE.BRIETZMAN

Line #	Item ID Item Description	Ship Location	Quantities		Unit Price	Extended Price
			Ordered	UOM		
1	111S15-C1200-0002 EPR 1/0SOL.220AL FN 16#14 3RSJKT 2750'	RESCO - Mt Pleasant	5,500	FT	3.60000	19,800.00

Total Lines: 1

SUB-TOTAL: 19,800.00

TAX: 0.00

AMOUNT DUE: 19,800.00

U.S. Dollars

Memo



To: Board of Light & Power
From: Todd Davlin, Electric Superintendent
Cc: Tutt Gorman, City Manager
Date: 1-30-2024
Re: Action Item BLP-24-1A – 1/0 Keyrite 15 kV Primary Underground Wire

Small projects, system repairs and house drops have depleted the wire inventory. In December we solicited costs from Power Line Supply and RESCO and checked prices at various supply sources for primary and secondary wire. We need two rolls, approximately 5,500 feet of 1/0 15 kV primary underground wire. Below is a summary of pricing cost options:

RESCO	\$3.60/LF
Power Line Supply	\$3.89/LF
Pro Wire and Cable	\$11.94/LF
Energy Avenue	\$6.50/LF

Action Item BLP-24-1A – Recommend City Council approve RESCO Proposal No. 1017128 to purchase two rolls (5,500 feet) of 1/0 Keyrite 15 kV Primary wire at a cost of \$3.60/ft. The estimated cost of the wire is \$19,800.

**Minutes of the Downtown Development Authority
City of Portland**

Held on Monday, November 27, 2023

In the Council Chambers at City Hall

Members Present: Barnes, Gorman, Vogl, Ward, Madarang, Williamson, Briggs

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: None

Chair Madarang called the meeting to order at 7:00 P.M.

Motion by Williamson, supported by Barnes, to approve the revised agenda with addition of C under New Business to consider the Façade Improvement Agreement Reimbursement for Bill Fabiano.

All in favor. Adopted.

There was no Public Comment.

Motion by Barnes, supported by Williamson, to approve the minutes of the October 23, 2023, regular meeting with changes noted by Mayor Barnes

All in favor. Adopted.

Motion by Williamson, supported by Briggs, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Under Team Reports, Director ConnerWellman presented information on the items discussed at the Team Meeting.

Under Old Business, City Manager Gorman provided a brief update on the Kent Street Improvement Project. The project will be let for bids in December.

Director ConnerWellman distributed a list of opportunities for Board Member to sign up for as part of the Strategic Planning for October 2023 through July 2025.

Director ConnerWellman presented the request for reimbursement from Bill Fabiano for his Façade Improvement Grant for his property at 104 W. Grand River Ave.

Motion by Barnes, supported by Williamson, to approve the Façade Improvement Grant Reimbursement for Bill Fabiano.

All in favor. Adopted.

Under New Business, Director ConnerWellman suggested the DDA not meet in December.

Motion by Williamson, supported by Vogl, to not hold a DDA Meeting in December.

All in favor. Adopted.

Director ConnerWellman presented a request for volunteers for HolidayFest on Saturday, December 9, 2023.

Director ConnerWellman presented a Budget Summary to date for Fiscal Year 2023/2024 and recommended adjustments.

Motion by Barnes, supported by Williamson, to approve the suggested Budget Amendments to the Fiscal Year 2023/2024 Budget.

All in favor. Adopted.

Director ConnerWellman presented the Director's Report.

Under Board Member comments, Mayor Barnes suggested that since January 2024 has five Mondays, the City Council meetings will be rescheduled to the 2nd and 4th Mondays and the DDA may want to consider moving its meeting to the 5th Monday, which is January 29, 2024.

Motion by Barnes, supported by Williamson, to move the January DDA meeting to Monday, January 29, 2024.

All in favor. Adopted.

Motion by Williamson, supported by Vogl, to adjourn the meeting at 7:45 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary



Date: January 29, 2024

REPORT OF FUNDS IN DDA AS OF: January 16, 2024

PRINCIPAL & INTEREST ACCOUNT

PREVIOUS BALANCE:	<u>10/31/2023</u>	<u>\$ 501.78</u>
NEW BALANCE:	<u>12/31/2023</u>	<u>\$ 501.78</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>10/31/2023</u>	\$ 23,175.39
DEPOSITS:		\$ -
Due to customers:		\$ 2,102.35
NEW BALANCE:	<u>12/31/2023</u>	<u>\$ 25,277.74</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>11/13/2023</u>	\$ 701,359.64
INTEREST EARNED:		\$ 355.37
DEPOSITS:		\$ 17,956.43
DDA Winter tax Capture		\$ 250.00
Beerfest		\$ 950.00
HolidayFest		

CHECKS WRITTEN:

Ck No. Payee:	AMOUNTS
Admin charge December 2023 and January 2024	\$ 1,800.00
Bank fee - Fraud Protection	\$ 60.00

In Between Meeting Checks:

2465	PE Office Solutions,	\$ 150.00
2466	Smalltown Saturday Night Fireworks	\$ 8,000.00
2467	William Fabiano	\$ 5,600.00
2468	Advanced Landscape Health Specialists	\$ 1,296.96
2469	City of Portland, Reimb for credit card, postage, misc.	\$ 4,707.37
2470	Fleis & Vandenbrink, Engineering services for 103 E. Grand River	\$ 1,700.00
2471	Kurt Fedewa, Article	\$ 25.00
2472	Menards, Supplies for HolidayFest	\$ 67.75
2473	Northern Lights Display, Tree topper	\$ 833.06
2474	Small Business Association of Michigan, Membership Renewal	\$ 269.00
2475	Tina Conner-Wellman, mileage, & phone reimbursement	\$ 170.39

\$ (24,679.53)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 11/14/2023 - 01/16/2024 \$ (14,433.29)

TOTAL EXPENSES: \$ (39,112.82)

NEW BALANCE: 1/16/2024 **\$ 681,758.62**

“The City of Portland is an equal opportunity provider and employer.”

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

January 22, 2024
December 1-31, 2023

Kwh Consumed	2,943,511
DIESEL PRODUCTION	0
HYDRO GENERATION	288,999

Total Kwh Purchased	2,654,512	Total Dollars Paid	\$ 205,386.82
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Kwh Billed

Residential	1,088,298
Commercial	597,305
Large General	622,340
City St. Lites Metered	11,825
St. Lites Unmetered	
Rental Lights	
Demand	1,880

Dollars Billed

PCA Billed	\$ 52,957.15
Residential	\$ 150,864.70
Residential EO Charge	\$ 1,999.04
Geothermal Discount	\$ (195.15)
Commercial	\$ 79,234.98
Commercial/LG EO Charge	\$ 2,490.54
Large General	\$ 53,852.36
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 1,072.12
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 234.34
Demand	\$ 14,989.70
Tax	\$ 13,323.67

Total Kwh Billed **2,321,648**

Arrears after billing	\$ 8,757.58
Penalties Added	\$ 2,505.03
Arrears end of month	\$ 41,172.91
Fuel Cost Billed	\$ 72,772.20
Amount Collected	\$ 454,312.14
Total Adjustments	\$ 2,288.17

Total Dollars Billed **\$ 372,384.90**

Power Cost Adj.	.02294
-----------------	--------

Residential Customers	2,239
Commercial Customers	332
Large General	15
Total Customers	2,586

01/03/24



CITY OF PORTLAND
January-24

WATER DEPARTMENT REPORT

MONTH	Dec-23	PERIOD COVERED	December 1-31, 2023
Customers Billed		Penalties Added	\$ 492.58
City	1,842	Dollars Collected	\$ 63,324.26
Rural	25	Arrears at end of Month	\$ 8,182.68
Total Customers	1,867	Adjustments	\$ (45.77)
		Gallons Pumped	9,414,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	6,031,193		\$ 53,351.24
Rural	108,744		\$ 1,814.62
Total	<u>6,139,937</u>		<u>\$ 55,165.86</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,804	Dollars Billed	\$127,622.11
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 127,622.11

Penalties Added	\$ 1,158.17
Dollars Collected	\$ 142,652.07
Arrears at end of Month	\$ 16,753.95
Adjustments	\$ (163.63)
Gallons Treated per Million	8.893



City Of Portland
Water Department
Monthly Water Report
January 2024

Monthly Water Production

Well #4	4,023,000 Gallons
Well #5	0 Gallons
Well #6	4,281,000 Gallons
Well #7	145,000 Gallons

Daily Water Production

Well #4	129,774 Gallons
Well #5	0 Gallons
Well #6	138,096 Gallons
Well #7	4,677 Gallons

Daily Average Water Production for All Wells 272,547 Gallons

Total Water Production for the Month 8,449,000 Gallons

Total Water Production for the Previous Month 9,414,000 Gallons

Total Production decreased by 965,000 Gallons

Total Production for This Month from the Previous Year 9,138,000 Gallons

Total Production increased by 689,000 Gallons

Rodney D. Smith Jr.
Water Technician

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
JANUARY 23, 2024 – 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage
 - C. Approve payments of General Fund Payroll and accounts payable for the month of December 2023- \$ 1,246,391.42
 - D. Approve payments of Health Department payroll and accounts payable for the month of December 2023-\$ 124,573.78
 - E. Approve payments of Road Department payroll and accounts payable for the month of December 2023-\$ 1,063,690.27
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Reappointment to Tax Allocation Board
 - Kevin Miller, one year term
 - Mary Lou Mulick, one year term
 - B. Reappointment to West Michigan Regional Planning Commission
 - Ryan Wilson, one year term
 - C. Reappointment to West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee
 - Ryan Wilson, one year term
 - D. Reappointment to Park Advisory Board

- Bill Patton, two years term
- Bernard Russell, two years term

E. Commission on Aging Requests ratification of agency signature on MDOT FY 2025 application for funding-Carol Hanulcik

F. Request approval to extend gravel contract with Carrick Trucking & Gravel-Linda Pigue

IX. Department Reports

A.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. Board of Commissioners
- C. County Administrator

XI. Reports of Special or Ad Hoc Committees

XII. Public Comment (3-minute time limit per speaker)

XIII. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Two- three-year terms.
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Solid Waste Planning Committee-one-two-year term serving as industrial waste generator representative, one-two year term serving as General Public Representative
- Area Agency on Aging of Western Michigan Advisory Council-one three year term

Appointments for consideration in the month of January 2024:

- Board of Public Works
- Community Corrections Advisory Board
- Park Advisory Board
- Tax Allocation Board

Appointments for consideration in the month of February 2024:

- NONE

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-21437**

- Consumers Energy Company requests Michigan Public Service Commission for approval of a gas cost recovery plan and factors for the 12 months ending March 31, 2025.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: Thursday, February 8, 2024 at 9:30 AM

BEFORE: Administrative Law Judge Lesley C. Fairrow

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at mpscedockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) December 26, 2023 application requesting the Commission to: 1) commence a review of its Gas Cost Recovery (GCR) Plan as proposed and approve that Plan; 2) authorize monthly GCR factors for the period April 2024 through March 2025 consisting of the sum of two parts: (i) a base factor of 3.1948 per Mcf; plus, (ii) additional amounts contingent upon future events, determined using the GCR Factor Ceiling Price Adjustment (Contingency) Mechanism, as set forth in Consumers Energy's filing, or such higher factors as may be lawful and reasonable; 3) review Consumers Energy's plans and projections through March 2029, find that the five-year plan is reasonable and prudent, and indicate that, on the basis of present evidence, there are no cost items which the Commission would be unlikely to permit Consumers Energy to recover from its customers in the future; and 4) grant Consumers Energy such other and further relief as is lawful and appropriate, including approval of higher GCR factors than requested in Consumers Energy's initial filing if circumstances warrant.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 1, 2024. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-21437. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

CONSUMERS ENERGY COMPANY HAS REQUESTED THE GAS COST RECOVERY FACTORS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE, REJECT OR AMEND THE FACTORS AND OTHER PROPOSALS.