



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

7:00 P.M. Monday, April 1, 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
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
	V. <u>City Manager Report</u> - None	
	VI. <u>Presentations</u>	
7:05 PM	A. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u>	
7:10 PM	A. Proposed Resolution 24-19 (A) Approving and Authorizing Execution of Four Easement Agreements with Tri-County Electric Cooperative	Decision
	IX. <u>New Business</u>	
7:13 PM	A. Proposed Resolution 24-28 Approving and Authorizing a Pension Waiver Application to be Submitted to the Michigan Department of Treasury	Decision
7:15 PM	B. Proposed Resolution 24-29 Approving a State Disaster Fund Grant Resolution	Decision
7:18 PM	C. Proposed Resolution 24-30 Approving Michigan Pavement Markings LLC's Bid for 2024 Street Painting	Decision
7:20 PM	D. Proposed Resolution 24-31 Approving a Temporary Traffic Control Order Related to Parking and the Kent Street Reconstruction Project	Decision
	X. <u>Consent Agenda</u>	
7:22 PM	A. Minutes and Synopsis of the Regular City Council Meeting held on March 18, 2024	Decision
	B. Payment of Invoices in the Amount of \$88,487.67 and Payroll in the Amount of \$154,070.12 for a Total of \$242,557.79	
	C. Purchase Orders over \$5,000.00	
	1. Haviland in the Amount of \$11,676.35 for Ferric Chloride	

Estimated Time
7:25 PM
7:30 PM
7:30 PM
7:35 PM

XI. Communications

- A. DDA Minutes for February 26, 2024
- B. Utility Billing Report for February 2024
- C. Ionia County Central Dispatch Report – January 2024
- D. Ionia County Central Dispatch Report – February 2024
- E. Ionia County Board of Commissioners Agenda for March 26, 2024

XII. Other Business – None

XIII. City Manager Comments - None

XIV. Council Comments

XV. Adjournment

<u>Desired Outcome</u>
Decision

**CITY COUNCIL
CITY OF PORTLAND**

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

RESOLUTION NO. 24-19 (A)

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF FOUR EASEMENT AGREEMENTS
WITH TRI-COUNTY ELECTRIC COOPERATIVE**

WHEREAS, Tri-County Electric Cooperative, d/b/a HomeWorks Tri-County Electric and HomeWorks Connect (the “Grantee”), is installing a fiber line and fiber system and related appurtenances (the “Improvements”) for the benefit of the general public; and

WHEREAS, it is necessary for the completion of the Improvements that the Grantee obtain limited right-of-way easements affecting a portion of 233 Divine Hwy, Portland, MI 48875 (Parcel #300-250-000-275-12), 238 Kent Street, Portland, MI 48875 (Parcel #300-050-000-927-00), 9801 Cutler Rd, Portland, MI 48875 (Parcel #300-028-000-200-01), and 201 Divine Highway, Portland, MI 48875 (Parcel #300-250-000-265-10), which are all owned by the City (collectively, the “Properties”); and

WHEREAS, the City is willing to grant limited right-of-way easements to accommodate the Improvements located along a mutually agreed upon construction pathway pursuant and subject to the terms and conditions of an Easement of Right of Way Agreement (collectively, the “Agreements”), by and between it and the Grantee; and

WHEREAS, the City’s Electric Department has reviewed the proposed construction pathway and location of the easements and recommended approval of the Agreements.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That, in accordance with Chapter 11 of the City Charter, the City Clerk shall keep this resolution on file for public inspection for 20 days after which the City Council will consider final adoption in the same manner and final adoption will require at least four affirmative votes.
2. That the Agreements in the form presented at this meeting and attached hereto are hereby approved with such modifications not materially adverse to the City, approved as to content by the City Manager and as to form by the City Attorney.
3. That, upon final adoption, the Mayor and City Clerk are hereby authorized and directed to execute the approved Agreements for and on behalf of the City.
4. That the City Clerk shall cause the fully executed Agreements to be recorded with the Ionia County, Michigan, Register of Deeds.

5. That all resolutions or parts of resolutions, to the extent of any conflict herewith, are hereby rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: April 1, 2024

Monique I. Miller, City Clerk

CERTIFICATION

I, the undersigned Clerk of the City of Portland, Michigan (the “City”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on April 1, 2024, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

DATED: April 1, 2024

Monique I. Miller, City Clerk

Memo



To: Tutt Gorman, City Manager

From: Todd Davlin, Electric Superintendent

Cc: Nikki Miller, City Clerk

Date: 2/29/2024

Re: Tri County - HomeWorks Connect Fiber Easements

Attached please find four sets of documents which, if approved, would grant easement to Tri County – HomeWorks Connect (TCHW) to install fiber across City owned property. In each case the proposed fiber route is immediately adjacent to City of Portland – Board of Light and Power (BLP) underground power lines. Three of the easements are located within the three properties that comprise the Bandshell park. The fourth easement crosses a property that acts as an alley off Kent Street. In all cases the purpose of the easement is to allow TCHW to follow the path of existing electric utilities and maximize fiber service opportunities to City of Portland residents with the least amount of disruption. With these purposes in mind, it is my recommendation that City Council approve the proposed easements.

If you have any questions about the proposed easements or associated documents, please do not hesitate to call me at 517.526.3815.

Permanent Easement for Right of Way

This Easement of Right of Way ("Agreement") is made this _____ day of _____, _____ ("Effective Date"), by and between the City of Portland ("Grantor") with an address of 259 Kent St., Portland, MI 48875 and Grantor's successors and assigns and Tri-County Electric Cooperative, d/b/a HomeWorks Tri-County Electric and HomeWorks Connect, a cooperative corporation ("Grantee", hereinafter called the "Cooperative") whose address is 7973 E. Grand River Ave., Portland, MI 48875, and its successors and assigns.

The Grantor is the owner of certain real property more particularly described in the attached **Exhibit "A"** as the "Property". Grantor desires to convey to Cooperative an easement upon, under, across, over and through the Property, upon the terms and conditions stated below. Grantor covenants and agrees that the Cooperative, its successors or assigns, has the right without payment of any compensation to the Grantor, and for a good and valuable consideration [fiber Cooperative service], the receipt whereof is hereby acknowledged, Grantor does hereby grant unto the Cooperative, and to its successors or assigns, the right to enter upon the lands of the undersigned, recorded **as set forth on EXHIBIT "A," attached and incorporated herewith.**

This easement is exempt from real estate transfer taxes pursuant to MCL 207.505 (a,f) and MCL 207.526 (a.f.)

The undersigned covenant and agree that the Cooperative, its successors or assigns has the right, within 30 feet of the fiber line and fiber system, without payment of any compensation to the Grantor, to construct, reconstruct, repair, operate and maintain on or below the above-described lands for telecommunications line or lines, and fiber or fiber optic lines and cables, connection boxes, cable storage devices, and all other necessary apparatus and systems; and to inspect and make such repairs, changes, alterations, improvements, removals from, substitutions and additions to its facilities as the Cooperative may from time to time deem advisable, including, by way of example and not by way of limitation, the right to increase or decrease the number of conduits, lines, cables, connection boxes; to keep the easement clear of all obstructions; which in the opinion of the Cooperative, interfere or threaten to interfere with or be hazardous to the construction, operation, or maintenance of its facilities.

The undersigned covenant and agree that all, fiber, and other facilities, either above ground or underground, including any main service entrance equipment, installed on or beneath the above-described lands at the Cooperative's expense shall remain the property of the Cooperative, removable at the option of the Cooperative, upon termination of service to or on said lands.

The undersigned agree that the location of the easement shall be mutually agreed upon on by the Grantor and the Cooperative. The planned easement location is included in **Exhibit B.**

The undersigned covenant that they are the owners of the above-described lands and the said lands are free and clear of encumbrances and liens of whatsoever character.

IN WITNESS WHEREOF, the undersigned have set their hands and seals this _____ day of _____, _____ Signed, Sealed and Delivered in the presence of

Witnessed by

Grantor(s)

Sign here _____

Print or type _____

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____ (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of _____

My Commission expires: _____

Acting in the county of: _____

Corporations

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____, President of _____, a Michigan corporation, for the corporation (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of _____

My Commission expires: _____

Drafted by and when recorded return to:

Missy Robson
HomeWorks Tri-County Electric
7973 E. Grand River Ave.
Portland MI 48875
Phone: 1-800-848-9333.
Fax to: 517-647-4856 or e-mail: tricoenergy@homeworks.org

EXHIBIT "A"
PROPERTY AND EASEMENT AREA

Parcel # 34-300-250-000-275-12
Situating in the Township of Portland, County of Ionia, State of
Michigan, recorded in Liber _____ and Page _____, more particularly described as follows:

AMENDED TO THE MASTER DEED ON 2/4/2014, PT OF LOTS 49,50, & 51 SUPERVISOR LINEBAUGH'S ADD. DES AS LYING N & E OF THE FOLLOWING DES LINE; COMM AT THE SE CRN OF SAID LOT 49; THNCE S75D00'00" W117.72 FT ALONG THE SOUTHERLY LINE OF LOT 49 TO POB; THNCE S 75D0'00" W 190.28 FT ALONG THE SOUTHERLY ONE OF LOT 49; THNCE N40D21'10" W 119.61 FT; THNCE N05D51'30" E 131.14 FT; THNCE N05D38'36" W 34.94 FT; THNCE E 176.04 FT; THNCE N 29D43'19" E 92.32 FT; THNCE S 42D59'12" E 120.82 FT; THNCE S 40D29'55" W 21.58 FT' THNCE S 15D29'58" W 149 FT; THNCE S 01D22'05" E 38.95 FT TOTHE POB SAID PARCEL CONTAINING 1.52 ACRES MORE OR LESS; SAID PARCEL SUBJECT TO ALL EASEMENTS AND RESTRICTIONS IF ANY. SPLIT ON 11/14/2002 INTO 300-250-000-275-10. SPLIT ON 9/21/2018 INTO 300-250-000-275-11 AND 300-250-000-275-12.

HomeWorks Office Use: **F**

Service Loc # _____

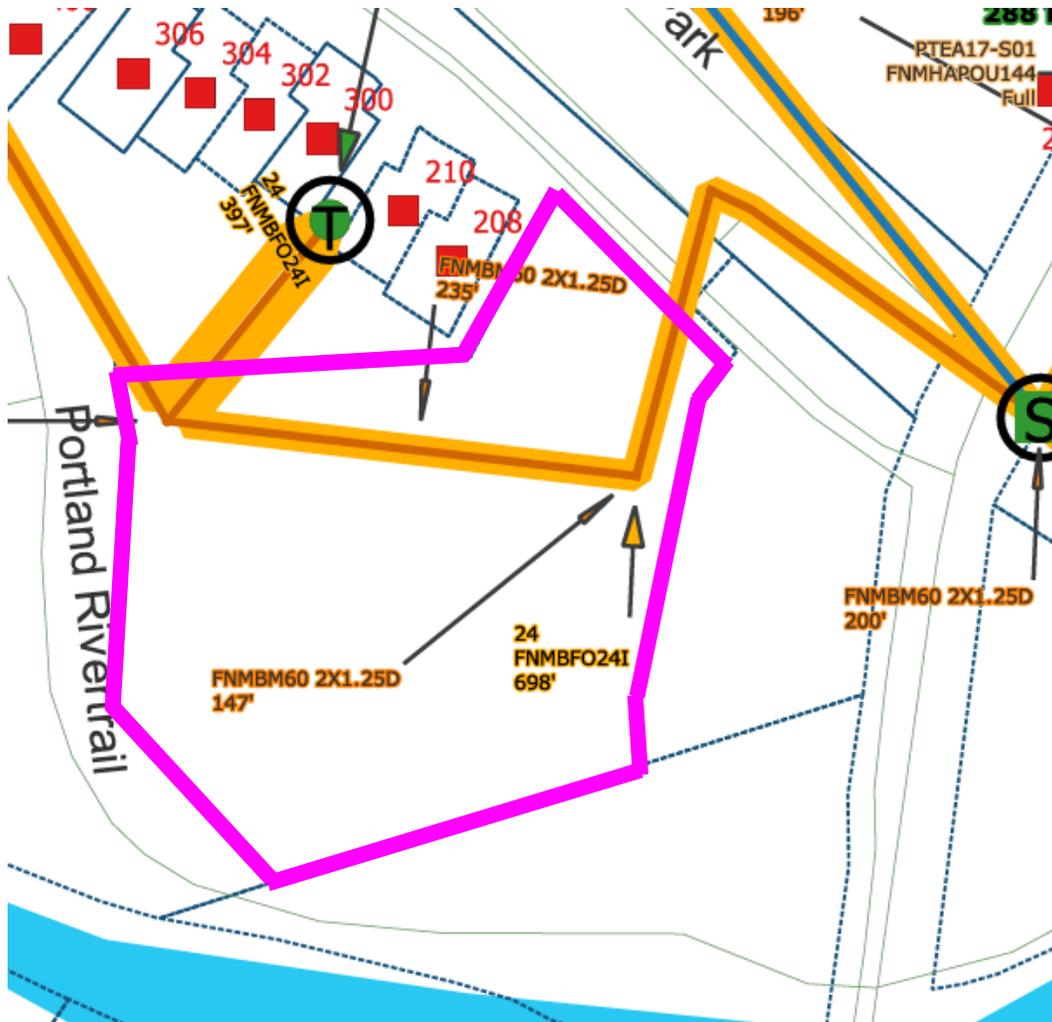
Account _____

County _____ Quad _____

Twp/Sec _____ / _____

Pole#: _____

EXHIBIT "B"



34-300-250-000-275-12

Parcel 34-300-250-000-275-12 as well as approximate location of proposed construction

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The Grantor is the owner of certain real property more particularly described in the attached **Exhibit "A"** as the "Property". Grantor desires to convey to Cooperative an easement upon, under, across, over and through the Property, upon the terms and conditions stated below. Grantor covenants and agrees that the Cooperative, its successors or assigns, has the right without payment of any compensation to the Grantor, and for a good and valuable consideration [fiber Cooperative service], the receipt whereof is hereby acknowledged, Grantor does hereby grant unto the Cooperative, and to its successors or assigns, the right to enter upon the lands of the undersigned, recorded **as set forth on EXHIBIT "A," attached and incorporated herewith.**

This easement is exempt from real estate transfer taxes pursuant to MCL 207.505 (a,f) and MCL 207.526 (a.f.)

The undersigned covenant and agree that the Cooperative, its successors or assigns has the right, within 30 feet of the fiber line and fiber system, without payment of any compensation to the Grantor, to construct, reconstruct, repair, operate and maintain on or below the above-described lands for telecommunications line or lines, and fiber or fiber optic lines and cables, connection boxes, cable storage devices, and all other necessary apparatus and systems; and to inspect and make such repairs, changes, alterations, improvements, removals from, substitutions and additions to its facilities as the Cooperative may from time to time deem advisable, including, by way of example and not by way of limitation, the right to increase or decrease the number of conduits, lines, cables, connection boxes; to keep the easement clear of all obstructions; which in the opinion of the Cooperative, interfere or threaten to interfere with or be hazardous to the construction, operation, or maintenance of its facilities.

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The undersigned covenant that they are the owners of the above-described lands and the said lands are free and clear of encumbrances and liens of whatsoever character.

IN WITNESS WHEREOF, the undersigned have set their hands and seals this _____ day of _____,
_____ Signed, Sealed and Delivered in the presence of

Witnessed by

Grantor(s)

Sign here _____

Print or type _____

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____ (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of

My Commission expires:

Acting in the county of:

Corporations

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____, President of _____, a Michigan corporation, for the corporation (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of

My Commission expires:

Drafted by and when recorded return to:
Missy Robson
HomeWorks Tri-County Electric
7973 E. Grand River Ave.
Portland MI 48875
Phone: 1-800-848-9333.

Fax to: 517-647-4856 or e-mail: tricoenergy@homeworks.org

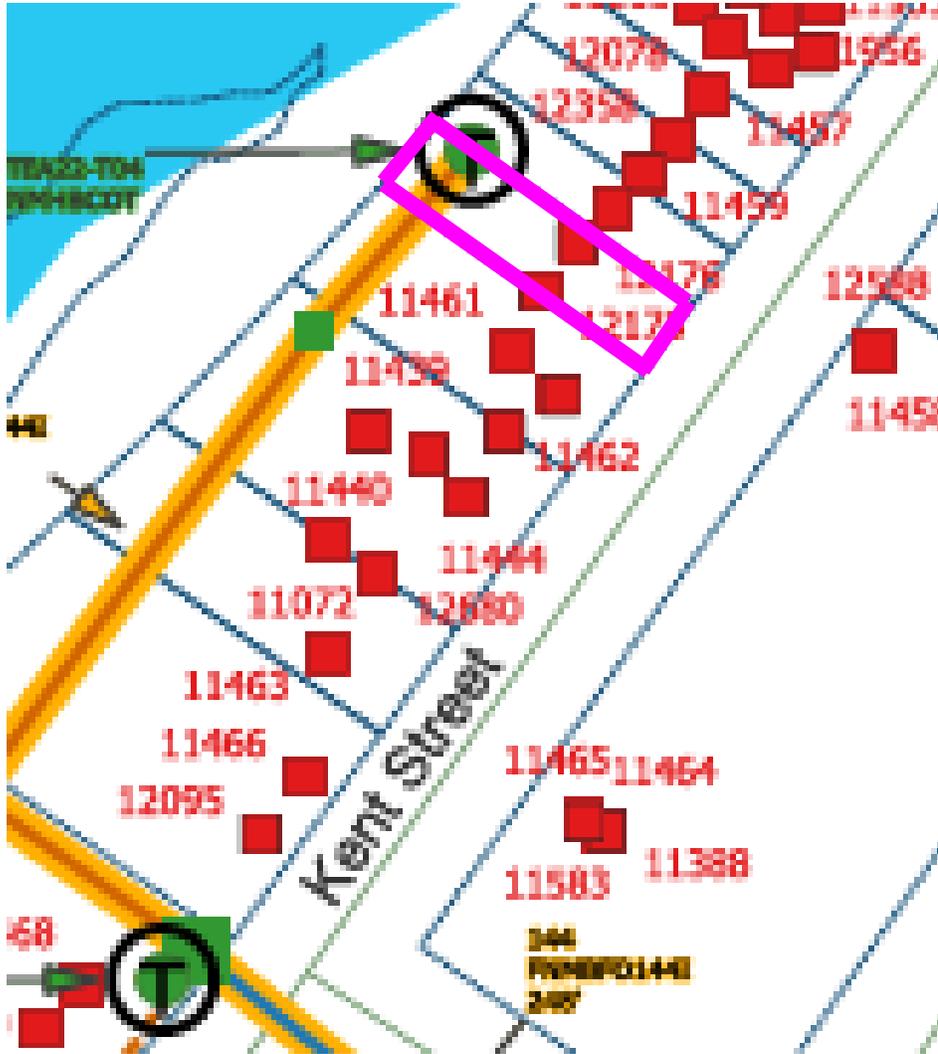
EXHIBIT "A"
PROPERTY AND EASEMENT AREA

Parcel # _____ 34-300-050-000-927-00 _____
Situating in the Township of _____ Portland _____, County of _____ Ionia _____, State of
Michigan, recorded in Liber _____ and Page _____, more particularly described as follows:

CITY OF PORTLAND COM 167 FT 7 IN S FROM NE CORN LOT 113- BEING THE SW CORN OF BRIDGE & KENT STS. TH: SLY ALG
WLY LI KENT ST 7 FT 5 INCHES. TH: WLY AT R/A TO KENT ST TO ELY BANK OF RIVER. TH: DOWN RIVER NLY 7 FT 5 IN TH: ELY
AT R/A TO WLY LI KENT ST & POB. ALSO DESC AS LOT 212 OF THE ORIG PLAT EXC THE N 18 FT 4 INC ALSO EXC THE S 24 FT 3
INCH-TO BE USED AS A PUBLIC THOROUGHFARE T6N R5W (JENKINS TO CITY) (LOT 212 EXC: N 18.4FT & ALSO EXC: S 24.3FT.)

<u>HomeWorks Office Use: **F**</u>	
Service Loc #	_____
Account	_____
County	_____ Quad _____
Twp/Sec	_____ / _____
Pole#:	_____

EXHIBIT "B"



34-300-050-000-927-00

Parcel 34-300-050-000-927-00 as well as approximate location of proposed construction

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The undersigned covenant that they are the owners of the above-described lands and the said lands are free and clear of encumbrances and liens of whatsoever character.

IN WITNESS WHEREOF, the undersigned have set their hands and seals this _____ day of _____, _____ Signed, Sealed and Delivered in the presence of

Witnessed by

Grantor(s)

Sign here _____

Print or type _____

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____ (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of _____

My Commission expires:

Acting in the county of:

Corporations

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____, President of _____, a Michigan corporation, for the corporation (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of _____

My Commission expires:

Drafted by and when recorded return to:

Missy Robson
HomeWorks Tri-County Electric
7973 E. Grand River Ave.
Portland MI 48875
Phone: 1-800-848-9333.
Fax to: 517-647-4856 or e-mail: tricoenergy@homeworks.org

EXHIBIT "A"
PROPERTY AND EASEMENT AREA

Parcel # 34-300-028-000-200-01
Situating in the Township of Portland, County of Ionia, State of
Michigan, recorded in Liber _____ and Page _____, more particularly described as follows:

COMBINATION OF FORMER RAILROAD PARCELS: CITY OF PORTLAND SEC 28 T6N R5W THAT STRIP OF LAND 100 FT WIDE (RRD ROW) THAT LIESE OF & ADJ TO THE E LI OF CULVER ADD -COM AT N CITY LIMIT LI (N 1/8 LI) & E LI CULVER ADD TH SELY ALG SD E LI TO E/W 1/4 LI 1767 FT M/L & TH CONTINUE S 32D E 738 FT TH N 57DE 100 FT TH NWLY PARL TO ABOVE DESC E LI TO N CORP LIMIT LI TH W ON SD N 1/8 LI TO POB. 5.75 AC. M/L CITY OF PORTLAND: COM ON N. LI CUTLER RD. & C/L ABANDONED RRD ROW SE 1/4 OF SE 1/4 SEC. 34-6-5. & SD PT BEING 570 FT. E. OF C/L E. GR. RIVER AVE. THIS PARCEL IS 100 FT. WIDE WITH C/L BEING 44 FT. SW PF NELY ROW LI. TH: NWLY AGLD SD RRD C/L 2110 FT. M/L TO E. CORP LINE AS ANNEXED IN 4/17/79. CONTAINS 4.84 AC. CITY OF PORTLAND: A STRIP OF LAND (ABANDONED C/O RRD ROW) BEING 66 FT. WIDE IN NE 1/4 OF NE 1/4 SEC. 30 T6N R5W. DESC. AS BEING 33 FT. EITHER SIDE OF FOLLOWING LINE. COM. 1112.2 FT. W FROM C/L LYONS RD. ON S. LINE GIBBS RD.(BEING THE NORTH LINE OF SEC. 30 IN NE 1/4.) TH: SELY ALG C/L RRD ROW 1200 FT. M/L TO E. LINE SEC. 30. THAT IS 463 FT. M/L SOUTH FROM N. LINE SEC. 30. CONTAINS 1.82 AC. M/L CITY OF PORTLAND E 1/2 SEC 33 & W 1/2 SEC 34 T6N R5W. COM AT PT THAT IS N 12DE 330.33 FR SW CRN LOT 149 JAMES NEWMAN ADD TO SLY BANK LOOKING GLASS RIVER. TH S 87DE 121.07 FT TO RRD ROW TH S 63DE 189.49 FTTH S 31DW 35.14 FT TH S 63DE 652 FT TO E LI GRANT ST IF EXTENDED TH N 31DE 100 FT TH N 63DW ALG N LI ROW 780 FT M/L TO SD RIVERS EDGE. TH SWLYALG RIV BANK 60 FT M/L TO POB-ALSO COM AT NW CRN LOT 149 TH: N 82DE 162.62 TH:N 6DW 9 FT TH: S 87DW154.90 FT TH:S 12DW 24 FT TO POB-L 418 P 607. CITY OF PORTLAND: A STRIP OF LAND 100 FT. WIDE OF RRD ROW (ABANDONED) IN NE 1/4 SEC. 29 T6N R5W. COM S. 1085 FT. M/L FROM N. LINE SEC. 29 ON N/S 1/4 LINE. SD. PT BEING C/L OF RRD ROW. TH: NELY ALG SD C/L 1330 FT. TO E. 1/8 LINE AND SD PT BEING S 925 FT. M/L FROM N. SEC. LINE. TH: NELY 1335 FT. M/L ALG SD C/L TO EAST LINE SEC. 29. SD PT BEING 814.6 FT. SOUTH FROM NORTH LINE SEC. 29. CONTAINS 6.02 AC. M/L. RRD MAP # SEC. 2E DRAWER AF SHEET # 10. EXCEPT: COM. AT A PT ON RRD ROW THAT IS 820.6 FT. SOUTH OF N. LINE SEC. 29 AND E. LINE SEC. 29. TH: WLY 90 FT. PARL TO C/L ROW. TH: S 50 FT. TO S. LI. ROW. TH; ELY 90 FT. TO E SEC. LINE. TH:N 50 FT. TO POB>(DEEDED TO PORTLAND PUBLIC SCHOOLS.)(C/L OF ROW IS 44 FT. S OF N ROW LINE AND 56 FT. N OF S. ROW LINE IN THE 100 FT. ROW AREA.) CITY OF PORTLAND: A STRIP OF LAND 100 FT. WIDE: NW 1/4 OF NW 1/4 SEC. 29-6-5.(THE C/L OF RRD IS 44 FT. S OF N RRD ROW & 56 FT. N OF S ROW LINE.) BEING EITHER SIDE OF THE FOLLOWING DESC. C/L. COM. S 463 FT. M/L FROM N. LINE SEC. 29 ON W. LINE SEC. 29. TH: SELY 700 FT. TO END OF 100 FT. ROW. (ROW NOW BECOMES 66 FT.) TH: SELY 695 FT. TO W 1/8 LINE. TH: SELY & ELY ALG SD C/L IN NE 1/4 OF NW 1/4 1330 FT. M/L TO N/S 1/4 LINE . SAID PT BEING 1085 FT. M/L SOUTH OF N. LINE SEC. 29 AND PT OF ENDING. CONTAINS 4.68 AC. M/L CITY OF PORTLAND. A STRIP OF LAND 100 FT. WIDE OF RRD ROW (ABANDONDED) IN NW 1/4 OF NW 1/4 SEC. 28 T6N R5N. DESC. AS: COM 770.6 FT. SOUTH FROM NW CRN SEC. 28 ON W. SEC. LI. TH: ELY & SELY ALG N RRD ROW 1400 FT. M/L TO THE N 1/8 LI SEC. 28 - ALSO N. CORP CITY LIMIT LINE. TH: W ON N 1/8 LINE TO SWLY RRD ROW LINE 100 FT. M/L. TH: NWLY ALG SWLY ROW LINE 920 FT. M/L TO WLY LI LYONS RD. TH: NW ON W. LI LYONS RD. 75 FT. TH: NW PARL TO C/L RRD 310 FT. M/L TO W SEC 38 LI. TH: N ON SEC LI 50' M/L TO POB. EXCEPTING: LYONS RD. ROW. PARCEL CONTAINS 2.60 AC. COMBINED FROM: 034-000-253-00, 034-000-253-55, 030-000-005-00, 034-000-253-30, 029-000-001-00, 029-000-002-00, 028-000-200-00 ON 12/1/09 CITY OF PORTLAND ALL THAT PORTION OF VACATED CMM RRD ROW LYING ADJACENT TO PLATTED L. STREET. COM AT SE CRN LOT 448 TH:NE TO SW CRN LOT 447. TH:AT R/A SELY TO NW CRN LOT 388 TH: SW TO NE CRN LOT 387 FOR 60 FT.TH: NW TO SE CRN LOT 448 & POB.BARTOW'S 2ND ADD. T6N R5W COMBINED INTO 028-000-200-01 FOR 2010 FROM 070-000-501-00

HomeWorks Office Use: **F**	
Service Loc #	_____
Account	_____
County	_____ Quad _____
Twp/Sec	_____ / _____
Pole#:	_____

EXHIBIT "B"



34-300-028-000-200-01

Parcel 34-300-028-000-200-01 as well as approximate location of proposed construction

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The Grantor is the owner of certain real property more particularly described in the attached **Exhibit "A"** as the "Property". Grantor desires to convey to Cooperative an easement upon, under, across, over and through the Property, upon the terms and conditions stated below. Grantor covenants and agrees that the Cooperative, its successors or assigns, has the right without payment of any compensation to the Grantor, and for a good and valuable consideration [fiber Cooperative service], the receipt whereof is hereby acknowledged, Grantor does hereby grant unto the Cooperative, and to its successors or assigns, the right to enter upon the lands of the undersigned, recorded **as set forth on EXHIBIT "A," attached and incorporated herewith.**

This easement is exempt from real estate transfer taxes pursuant to MCL 207.505 (a,f) and MCL 207.526 (a.f.)

The undersigned covenant and agree that the Cooperative, its successors or assigns has the right, within 30 feet of the fiber line and fiber system, without payment of any compensation to the Grantor, to construct, reconstruct, repair, operate and maintain on or below the above-described lands for telecommunications line or lines, and fiber or fiber optic lines and cables, connection boxes, cable storage devices, and all other necessary apparatus and systems; and to inspect and make such repairs, changes, alterations, improvements, removals from, substitutions and additions to its facilities as the Cooperative may from time to time deem advisable, including, by way of example and not by way of limitation, the right to increase or decrease the number of conduits, lines, cables, connection boxes; to keep the easement clear of all obstructions; which in the opinion of the Cooperative, interfere or threaten to interfere with or be hazardous to the construction, operation, or maintenance of its facilities.

The undersigned covenant and agree that all, fiber, and other facilities, either above ground or underground, including any main service entrance equipment, installed on or beneath the above-described lands at the Cooperative's expense shall remain the property of the Cooperative, removable at the option of the Cooperative, upon termination of service to or on said lands.

The undersigned agree that the location of the easement shall be mutually agreed upon on by the Grantor and the Cooperative. The planned easement location is included in **Exhibit B.**

The undersigned covenant that they are the owners of the above-described lands and the said lands are free and clear of encumbrances and liens of whatsoever character.

IN WITNESS WHEREOF, the undersigned have set their hands and seals this _____ day of _____, _____ Signed, Sealed and Delivered in the presence of

Witnessed by

Grantor(s)

Sign here _____

Print or type _____

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____ (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of _____

My Commission expires: _____

Acting in the county of: _____

Corporations

STATE OF MICHIGAN

County of _____ SS

Acknowledged before me in _____ County, State of Michigan, on this _____ day of _____, 20____, by _____, President of _____, a Michigan corporation, for the corporation (Grantors).

Notary Public

Print or Type Notary Name

Notary Public, State of Michigan, County of _____

My Commission expires: _____

Drafted by and when recorded return to:

Missy Robson

HomeWorks Tri-County Electric

7973 E. Grand River Ave.

Portland MI 48875

Phone: 1-800-848-9333.

Fax to: 517-647-4856 or e-mail: tricoenergy@homeworks.org

EXHIBIT "A"
PROPERTY AND EASEMENT AREA

Parcel # 34-300-250-000-265-10
Situating in the Township of Portland, County of Ionia, State of
Michigan, recorded in Liber _____ and Page _____, more particularly described as follows:

PT OF LOTS 49, 50 & 51 SUP LINEBAUGHS ADD, DES AS LYING W & S OF THE FOLLOWING DESCRIBED LN; COMM AT THE SE CRN OF SAID LOT 49; THNCE S75D00'00"W 308 FT TO THE POB; THNCE N40D21'10"W 119.61 FT; THNCE N05D51'30E 131.14 FT; THNCE N05D38'36"W 64.82 FT; THNCE N 30D19'26"W 230.17 FT; THNCE N05D04'43"E 111.72 FT; THNCE N20D10'39"E 79.24 FT; THNCE N57D46'20"E 41.62 FT; THNCE S37D00'05"E 211.36 FT; THNCE N52D59'55"E 20 FT TO THE E LINE OF THE SAID LOT 51 AND THE POINT OF END.T6N R5W, SEC 27 & 34, CITY OF PORTLAND.

HomeWorks Office Use: **F**

Service Loc # _____

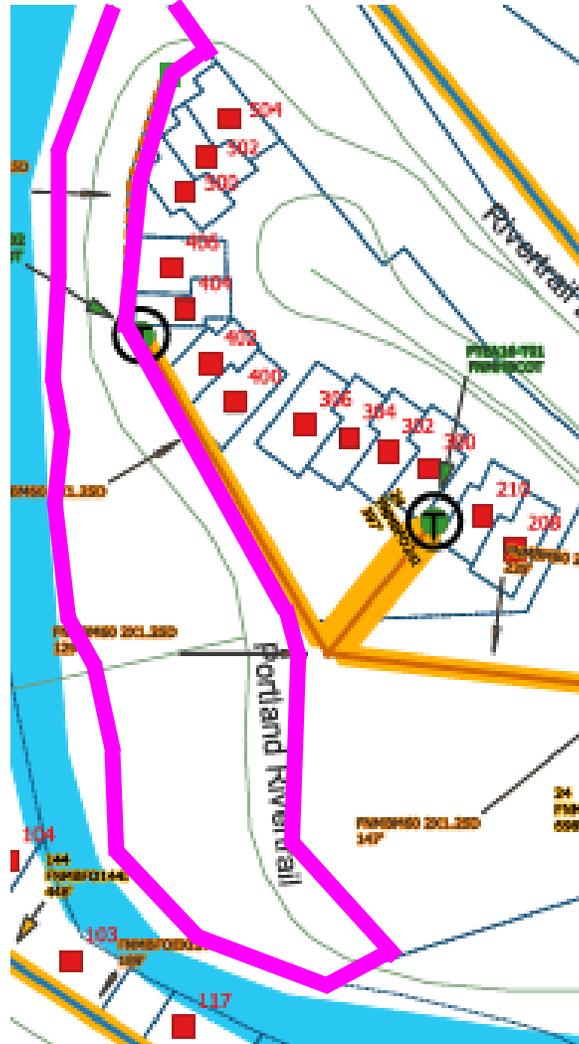
Account _____

County _____ Quad _____

Twp/Sec _____ / _____

Pole#: _____

EXHIBIT "B"



34-300-250-000-265-10

Parcel 34-300-250-000-265-10 as well as approximate location of proposed construction

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-28

**A RESOLUTION APPROVING AND AUTHORIZING A PENSION
WAIVER APPLICATION TO BE SUBMITTED TO THE
MICHIGAN DEPARTMENT OF TREASURY**

WHEREAS, the Protecting Local Government Retirement and Benefits Act (the “Act”) was signed into law in 2017 and is intended to preserve public employee pension and healthcare benefits through establishing minimum funding levels and State oversight; and

WHEREAS, the City provides its pension benefits through MERS (Michigan Municipal Employee Retirement Systems) and the Act requires that pensions meet a 60% funding level; and

WHEREAS, the City was recently notified that its funding level was 57% which is below the minimum funding level; and

WHEREAS, with Council approval, the City may request a waiver establishing a deficit elimination plan based on certain criteria by submitting an Application for Waiver, which is attached as Exhibit A. As outlined in the application, the City has taken significant steps well before this legislation to address pension funding and is currently in year 7 of a 20 year plan to be fully funded; and

WHEREAS, the City Manager and Finance Director recommend that City Council approve the Application for Waiver, attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves and authorizes the City Manager to submit the Application for Waiver to the Michigan Department of Treasury regarding the funding status of the City’s MERS pension program, a copy of the Application for Waiver 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: April 1, 2024

Monique I. Miller, City Clerk

Protecting Local Government Retirement and Benefits Act

Application for Waiver:

Defined Benefit Pension Retirement Systems

Issued under authority of Public Act 202 of 2017.

I. LOCAL GOVERNMENT INFORMATION

Local Government Name: City of Portland Six-Digit Muni Code: 342030
Defined Benefit Pension System Name: _____
Contact Name (Administrative Officer): Tutt Gorman
Title if not Administrative Officer: City Manager
Email: citymanager@portland Telephone: (517) 647-2931
Fiscal Year: 2023

2. GENERAL INFORMATION

Application for Waiver: This Application for Waiver may be filed by any local government with at least one defined benefit pension retirement system that has triggered a preliminary review of underfunded status. In accordance with Public Act 202 of 2017 (the Act), if the State Treasurer determines that the underfunded status is adequately being addressed by the local government, the State Treasurer shall issue a waiver of the determination of underfunded status. If requesting a waiver, you must submit a separate and unique application for each underfunded retirement system as determined by your most recent *Retirement System Annual Report (Form 5572)*.

Due Date: The local government has **45 days from the date of notification** to complete and file the Application for Waiver. Failure to file within 45 days will result in a determination of underfunded status for your local government as defined by the Act, and your local government will be required to submit a corrective action plan to the Municipal Stability Board for approval.

Filing: This Application for Waiver must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Application for Waiver and attach the documentation as a separate PDF document.** Failure to provide documentation that demonstrates approval from your governing body will automatically result in a disapproval of the waiver application.

The completed application must be submitted via email to LocalRetirementReporting@michigan.gov. **If you have multiple underfunded retirement systems, you are required to complete separate applications and send a separate email for each underfunded system.** Please attach each application as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Waiver-20XX, Local Government Name, Retirement System Name** (e.g. Waiver-2018, City of Lansing, Employees' Retirement System Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

Considerations for Waiver: A successful Application for Waiver will demonstrate what your local government **has already done** to adequately address its underfunded status. Prospective solutions will not be granted merit in determining the outcome of the waiver application (e.g. future amendments to collective bargaining agreements, upcoming millage proposals, potential budget changes, etc.). However, Treasury may consider additional ongoing funding dedicated to your retirement system if those commitments have been formally enacted by the governing body and can be documented. Section three of this waiver application allows the local government to enter a brief description of prior

actions that have already been implemented to adequately address its underfunded status. For purposes of Sec. 6.(1) of the Act, this application will also be considered the plan.

Underfunded status for a defined benefit pension system is defined as being less than 60% funded according to the most recent audited financial statements, and, if the local government is a city, village, township, or county, the actuarially determined contribution (ADC) for all of the defined benefit pension retirement systems of the local government is greater than 10% of the local government's annual governmental fund revenues, based on the most recent fiscal year.

General guidelines are listed below to help your local government decide whether to apply for a waiver. Ultimately, waiver approval or disapproval is at the discretion of the State Treasurer; however, waiver applications should generally demonstrate at least one of the following seven criteria. Please check all that apply:

- In general, local governments that were previously granted a waiver should demonstrate improvement in their underfunded status in the subsequent year. Improvement can be measured by an increase in the funded ratio and/or a decrease in the ADC as a percentage of governmental revenue;
- There was a mistake in the filing process and the local government is not actually underfunded;
- Using updated data, such as a more recent actuarial valuation, the local government is not underfunded;
- If a local government fails to calculate an ADC within their audited financial statement and triggers underfunded status, the local government may file a waiver application to Treasury that includes the calculated ADC;
- The local government demonstrates their underfunded status will be addressed within four years;
- The local government is a non-primary government (e.g. road commission, authority, etc.) and demonstrates their ADC for pension is less than 10% of governmental revenues;
- When adding enterprise fund revenues used specifically to pay retirement costs with governmental fund revenues, your ADC as a percentage of combined revenues is below 10%.

3. DESCRIPTION OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Note: Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

Category of Prior Actions:

- System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

Sample Statement: The system's multiplier for current employees was lowered from 2.5X to 2X for the **General Employees' Retirement System on January 1, 2018**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio will be **60%** by fiscal year **2021**.

System Design Changes - The City's Defined Benefit plans with 2.5% multipliers were closed effective July 2010 and Hybrid plans with 1.0% multipliers were established for new hires. Those Hybrid plans are currently 99.9% funded per the City's 2022 Annual Actuarial Valuation (AAV) report (Attachment 3).

Additional Funding – Additional funding may include the following: voluntary contributions above the ADC, bonding, millage increases, restricted funds, etc.

Sample Statement: The local government provided a lump sum payment of **\$1 million** to the **General Employees' Retirement System on January 1, 2018**. This lump sum payment was in addition to the ADC of the system. The additional contribution will increase the retirement system's funded ratio to **61% by 2022**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**.

Additional Funding – The City has committed to aggressively paying down unfunded liability according to a 12-year amortization period for FY 2024 versus the 16-year amortization period provided in the 2022 AAV. (The City should provide documentation of this commitment such as a board resolution as Attachment 7.) The City will continue to reduce the 12-year amortization schedule by one year each year until the unfunded liability is paid off. A recent projection study calculated using the market value of assets in the plan (Attachment 4) demonstrates that paying down the unfunded liability according to this accelerated amortization schedule will increase the City's funded ratio to 60% within four years (FY 2028).

Other Considerations – Other considerations may include the following: outdated Form 5572 information, enterprise fund revenue considerations, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: The information provided on the Form 5572 from the audit used actuarial data from **2016**. Attached is an updated actuarial valuation for **2018** that shows our funded ratio has improved to **62%** as indicated on page 13.

Sample Statement: **\$400,000** of expenditures are directly tied to expenses for retirement obligations from our water and sewer fund. The attached analysis shows that our revenue ratio (ADC / Combined Funds) would only be **9%** when including applicable enterprise fund revenue within the calculation. Additionally, attached are two invoices from MERS showing distributions to our pension fund from the enterprise fund totaling **\$400,000**. As a result, **\$400,000** of our enterprise fund revenues should be combined with our governmental fund revenues to properly demonstrate total available funding.

4. DOCUMENTATION ATTACHED TO THIS WAIVER APPLICATION

Documentation must be attached as a PDF to this waiver application. The documentation must demonstrate the prior actions that have already been implemented to adequately address the local government's underfunded status. Please ensure this documentation directly supports and highlights the systems funded ratio as entered in section three of the waiver application above. Please check all documents that are included as part of this application and attach in successive order as provided below:

Naming convention: When attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Naming Convention

Type of Document

- Attachment – 1
- Attachment – 2
- Attachment – 3
- Attachment – 4
- Attachment – 5
- Attachment – 6
- Attachment – 7
- Attachment – 8
- Attachment – 9

This waiver application (required);
Documentation from the governing body approving the waiver application (required);

Actuarial analysis (annual valuation, supplemental valuation, projection);

An internally developed study, in accordance with GASB and/or actuarial standards of practice, that projects assets and liabilities into the future;

Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information);

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance);

A plan that the local government has already approved to address its underfunded status, which includes documentation of prior actions and the positive impact on the system’s funded ratio;

Enterprise fund revenues: Analysis of retirement costs paid using enterprise fund revenues, as well as applicable financial documents (e.g. proof of payment, invoices from retirement plan, bank transactions, general ledger reimbursement transactions);

Other documentation, not categorized above.

6. LOCAL GOVERNMENT’S ADMINISTRATIVE OFFICER APPROVAL OF WAIVER APPLICATION

I, S. TUTT GORMAN, as the government’s administrative officer (Ex. City/Township Manager, Executive Director, Chief Executive Officer, etc.) **(insert title)** City Manager approve this Application for Waiver. We are requesting a waiver of underfunded status because we have already implemented substantial changes to our retirement system as described above.

I confirm to the best of my knowledge that because of the changes listed above the following statement will occur:

Using the waiver criteria checked in Section 2 of this application, the MERS DB Plan **(Retirement Pension System Name)** will have addressed its underfunded status by fiscal year 2028.

Signature:  Date: 04/01/2024

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-29

**A RESOLUTION APPROVING A
STATE DISASTER FUND GRANT RESOLUTION**

WHEREAS, on August 24, 2023, the City of Portland, as well as other communities throughout Ionia County were impacted by severe weather that caused significant damage to public and private properties; and

WHEREAS, Ionia County declared a local state of emergency and the State declared same, therefore, causing the City of Portland to become eligible for certain reimbursements related to the storm damage under the Emergency Management Act;

WHEREAS, in order to receive reimbursements, the State requires the local governing body to approve the State Disaster Contingency Fund Grant Resolution, attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the State Disaster Contingency Fund Grant Resolution, 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: April 1, 2024

Monique I. Miller, City Clerk

**STATE DISASTER CONTINGENCY FUND GRANT
RESOLUTION**

BE IT RESOLVED BY PORTLAND CITY COUNCIL (1) OF CITY OF PORTLAND, IONIA COUNTY (2),

WHEREAS, CITY OF PORTLAND (2), Michigan, is a political subdivision within the State of Michigan with an official Emergency Operations plan in compliance with Section 19 of the Emergency Management Act, Act 390, Public Acts of 1976, as amended.

WHEREAS, CITY OF PORTLAND (2), sustained severe losses of major proportions brought on by the AUGUST 24, 2023 SERVE WEATHER (3) resulting in the following conditions (4): DAMAGE TO PUBLIC (AND PRIVATE) PROPERTY; EXTENSIVE TREE AND DEBRIS MANAGEMENT AND CLEAN-UP

WHEREAS, PORTLAND CITY COUNCIL (1) certifies that the IONIA COUNTY (5) Emergency Operations Plan was implemented at the onset of the disaster at AUGUST 24, 2023 (6) and all applicable disaster relief forces identified therein were exhausted. _____

WHEREAS, as a direct result of the disaster, public damage and expenditures were extraordinary and place an unreasonably great financial burden on CITY OF PORTLAND, IONIA COUNTY (2) totaling \$51,737.73 (7).

NOW, THEREFORE BE IT RESOLVED THAT PORTLAND CITY COUNCIL (1) requests the Governor authorize a grant to the CITY OF PORTLAND (2) from the State Disaster Contingency Fund pursuant to Section 19, Act 390, Public Acts of 1976, as amended.

FURTHERMORE, FINANCE DIRECTOR, MINDY TOLAN (8) is authorized to execute for and in behalf of CITY OF PORTLAND (2) the application for financial assistance and to provide to the State any information required for that purpose.

Action taken and incorporated in the minutes of a meeting of

PORTLAND CITY COUNCIL (name of governing body)

on APRIL 1, 2024 (date)

Attest; (name of clerk)

NOTES: (1) Insert name of governing body (City Council, County Board of Commissioners, Township Board, etc.)

(2) Insert name of political subdivision (City of _____, County, Township of _____, etc.)

(3) Insert the type of disaster (tornado, flood, explosion, etc.)

(4) Insert a brief description of the effects of the disaster on the community.

(5) County governments and municipalities under 10,000 population insert the term "county"; municipalities over 10,000 population insert the term "municipal" if they maintain a separate plan; or the term "county/municipal" if they are included in the county plan.

(6) Insert the time and date the plan was implemented.

(7) Insert the total dollar value of eligible disaster expenditures and costs (from Section 3 of the application).

EMHSD-19 (7-23)
MICHIGAN STATE POLICE
EMERGENCY MANAGEMENT & HOMELAND SECURITY DIVISION
APPLICATION FOR DISASTER ASSISTANCE

(Under Section 19, Act 390 PA 1976 as amended)

1. Applications may be submitted by a county or municipality.
2. Local units submitting applications shall appoint an agent to act on their behalf.
3. In accordance with Rule 30.54, this application shall be accompanied by a resolution of the governing body (see page 2 for sample language).
4. Applicant completes unshaded parts of this form.

1. POLITICAL SUBDIVISION	2. APPLICANT'S AGENT	INTERNAL USE ONLY
Name City of Portland	Name Melinda Tolan	Date Received
Address 259 Kent Street Portland MI 48875	Title Finance Director	Date Reviewed
	Address 259 Kent Street Portland MI 48875	Incident No.
Population 3796		Applicant's Agent Telephone Number 517-647-2933

3. DISASTER BURDEN FOR PROGRAM ELIGIBILITY (See Rule 30.53(d) of the Administrative Rules)

Dates of Consecutive 5-day period From 8/24/23 TO 8/29/23	Current Fiscal Year General Fund Budget for Affected/Responding Agency 2024
One (1) percent of current general fund operating budget (see above budget) \$30,454	Amount of actual expenses for listed agencies during 5-day period \$51,737.73
Identify Affected/Responding Agencies for Incident: City of Portland, City of Ionia, Village of Lake Odessa	

4. ALL ELIGIBLE DISASTER EXPENDITURES AND COSTS FOR REIMBURSEMENT CONSIDERATION (Rule 30.56 of the Admin. Rules)

Overtime for police department		Equipment repair costs for disaster	
Overtime for fire department		Volunteer costs	
Overtime for public works department		Costs to repair damage to public facilities or road systems caused by disaster	
Overtime for county road commission		Other Costs Not Listed Above (list each)	
Overtime for emergency medical services		Contracts for Cleanup	\$45,932.29
Overtime for other employees			
Contracts with other jurisdictions	\$5,805.44		
Fuel for equipment used			
Shelter supplies for disaster		TOTAL	\$51,737.73

NOTE: Normal or day-to-day expenses; any costs reimbursed by a federal, state or local agency; any costs reimbursed by insurance; or any capital outlay expenditures are not eligible.

5. PREVIOUS OPERATING BUDGET (See Rule 30.58 of the Administrative Rules)

Applicants total operating budget for preceding fiscal year (all fund sources) \$2,490,079	Ten (10) percent of the amount at left \$249,078
---	--

6. SIGNATURE OF APPLICANT'S AGENT

Signature <i>Melinda Tolan</i>	Date 03/27/2024
-----------------------------------	---------------------------

7. DISTRICT COORDINATOR REVIEW

	Yes	No	N/A		Yes	No
Application and resolution complete				Applicant eligible		
Copy of local emergency declaration				Amount claimed		
Exhaustion of local effort				Amount eligible		
Emergency Management Program				COMMENTS:		
Work Agreement Form						
Annual Exercise						
Current Plan Standard						
Adequate Plan Standard						
Plan Implementation Standard						
Support Plan (if applicable)						
Substantiation of Claims Standard						
Damage Assessment Standard				District Coordinator's Signature		Date

DIRECTORS RECOMMENDATION

Grant approval recommended <input type="checkbox"/>	Grant amount recommended	Grant disapproval recommended <input type="checkbox"/>
---	--------------------------	--

Reasons for disapproval

Signature	Date
-----------	------

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-30

**A RESOLUTION APPROVING MICHIGAN PAVEMENT
MARKINGS LLC'S BID FOR 2024 STREET PAINTING**

WHEREAS, the Director of Public Works sought quotes for 2024 pavement markings and received bids from various contractors; and

WHEREAS, the City Manager and Director of Public Works recommend that the work be awarded to Michigan Pavement Markings, LLC in the amount of \$21,564.10, as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation to award the work to Michigan Pavement Markings LLC in the amount of \$21,564.10, as outlined in the attached 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: April 1, 2024

Monique I. Miller, City Clerk

Solicitation For Bids

The Portland Dept. of Public Works, 451 Morse Dr, Portland MI 48875 is accepting bids for the following:

Street Painting

Bids will be accepted until March 25, 2024 at the close of the business day. The City of Portland reserves the right to accept the bid as a whole or in part. Please bid each item separately and submit on the form provided.

Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

Stencils to meet the new MDOT standard.

The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	95,000'	Waterborne	.086	\$,170.00
Skip Yellow	6,000'	Waterborne	.086	516.00
Solid White-Lane Lines	2,500'	Waterborne	.086	215.00
Skip White	1,000'	Waterborne	.086	86.00
Solid White	35,000'	Waterborne	.086	3,010.00
21' Parking Stalls	110	Waterborne	6.09	669.90
18' Parking Stalls	80	Waterborne	6.09	487.20
4" Blue Line	400'	Waterborne	.30	120.00
Handicap Symbols	8	Waterborne	55.00	440.00
Left Turn Arrows	20	Waterborne	40.00	800.00
Right Turn Arrows	20	Waterborne	40.00	800.00
Combination Arrows	4	Waterborne	55.00	220.00
ONLY Symbols	22	Waterborne	45.00	990.00
24" Stop Bar	1,000'	Waterborne	1.60	1,600.00
6" Cross Walk	3,000'	Waterborne	.58	1,740.00
12" Cross Walk Pads	1,500'	Waterborne	1.00	1,500.00
School Legends	2	Waterborne	100.00	200.00
			TOTAL	21,564.10

Company Name: Advanced Pavement Marking, LLC

9365 160TH Ave.

West Olive, MI 49460

Contact & Number: Don Sokolow (616) 502-5311

Submitted By: Don Sokolow, President

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-31

**A RESOLUTION APPROVING A TEMPORARY TRAFFIC CONTROL ORDER
RELATED TO PARKING AND THE KENT STREET RECONSTRUCTION PROJECT**

WHEREAS, the Kent Street Reconstruction Project is set to begin on April 15, 2024, and will cause the elimination of parking in the 100 and 200 blocks of Kent Street during construction; and

WHEREAS, the temporary reduction in parking spaces will create a higher demand of the existing spaces, therefore, reasonable limits should be established to ensure parking spaces are not being excessively occupied and to facilitate commercial activity; and

WHEREAS, there is a further need to prohibit certain parallel parking on Bridge Street for public safety purposes; and

WHEREAS, the City Manager and Chief of Police are recommending that City Council approve Temporary Traffic Control Order 24-01, attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Temporary Traffic Control Order 24-01, 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: April 1, 2024

Monique I. Miller, City Clerk

TRAFFIC CONTROL ORDER
ESTABLISHING TEMPORARY PARKING RESTRICTIONS
THROUGH NOVEMBER 8, 2024

Traffic Control Order **24-01**

Pursuant to 1949 PA 300, as amended, we jointly requested an engineering and traffic investigation for the 100 and 200 blocks of Maple Street, 100 and 200 blocks of West Bridge Street, and publicly owned parking lots located in the City of Portland, in Ionia County.

After reviewing the information, we have determined that stopping, standing, or parking on these roadways creates a traffic safety hazard at the intersection or any other place or part of such highway hereafter described, and we hereby direct the local road authority to erect and maintain appropriate signs, to comply with the Michigan Manual of Uniform Traffic Control Devices, which give notice of the following:

Establish (2) hour parking limitations from 8am to 5pm on the 100 and 200 block of Maple Street; Establish (2) 15-minute parking spaces in Scout Park; Establish remaining public parking spaces in Scout Park as (2) hour parking; Eliminate parallel parking on the 100 block of West Bridge St between the Veteran's Memorial Bridge and Kent St; Eliminate parallel parking on the south side of the 100 block Bridge St between Kent St and Maple Street; Restrict the public parking in the City Hall and Maple St parking lots to 24 hours (no long term parking).

Any Traffic Control Orders previously made with respect to the above are rescinded and superseded.

This order takes effect after it is approved by the ordinance making body, filed with the City Clerk, and the signs giving notice have been erected.

Signed:

Chief of Police: _____

City Manager: _____

CERTIFICATION

STATE OF MICHIGAN)

) ss.

COUNTY OF IONIA)

I, _____, THE DULY QUALIFIED AND ACTING Clerk of the City of Portland, do hereby certify the foregoing is a true and complete copy of a Traffic Control Order approved by the City Council at a meeting held on _____, 20____, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed by official signature this ____ day of _____, 20_____.

(City Clerk)

MEMO

To: **Tutt Gorman, City Manager & Star Thomas, Police Chief**
City of Portland

From: **Jonathan W. Moxey, P.E.**
Fleis & VandenBrink

CC: **Ken Gensterblum, Department of Public Works**

Date: **March 27, 2024**

Re: **Parking Restrictions During Kent Street Improvements**

As the 100 and 200 blocks of Kent Street will be closed to on-street parking during the upcoming Kent Street Improvements project, we reviewed alternate parking in the area that will be more heavily utilized during the project. We recommend the following:

- Limit parking on the 100 and 200 blocks of Maple Street to 2 hours, similar to what currently is in place on Kent Street.
- Limit parking in the Scout Park parking lot to 2 hours, except for two spaces limited to 15 minutes.
- Parallel parking on Bridge Street between Veteran's Memorial Bridge and Kent Street will be closed for the duration of the project, as it falls within the limits of construction.
- Close parallel parking on the south side of Bridge Street between Kent Street and Maple Street during the project. Diagonal parking on the north side of the street will remain open, except for times when sidewalk work requires short term closure of certain spaces (using plastic drums included the construction contract). Closure of the parking on the south side is recommended to facilitate vehicles leaving the diagonal spaces on the north side in a way that they can exit toward Maple Street (Kent Street will be closed to through traffic, creating a dead end, of sorts).
- Restrict the City Hall and Maple Street parking lots to 24 hours (no long term parking). This will help to avoid "storage" type use of those lots to keep spaces open to residents in the downtown area and employees/patrons for the businesses.

Kent Street is anticipated to be reopened to traffic on or around November 8, 2024. Once Kent Street is reopened to traffic, we recommend reverting back to the current parking restrictions for these areas.



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 18, 2024

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Absent: Council Member Johnston

Guests: Merry Hass of The Port; Mike Judd; Kathy Parsons

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

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

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Barnes

Nays: None

Absent: Johnston

Adopted

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

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Barnes

Nays: None

Absent: Johnston

Adopted

Under Public Comment, Merry Hass of The Port addressed Council regarding her concerns with the Parks & Recreation Department post on Facebook offering similar activities to the ones hosted at The Port.

Mayor Barnes thanked Mrs. Hass for her time and comments. He reassured her the intent of the City is not to undermine local businesses and suggested she speak with the Parks and Recreation Department about her concerns.

City Manager Gorman expressed his understanding of her concerns and stated it is not the City's intent to harm local businesses. He further noted he will follow up with the Parks and Recreation Director to better understand what is being offered.

Mayor Barnes also noted the effort to sustain the Parks and Recreation Department and serve its residents.

There was continued discussion.

Under the City Manager Report, City Manager Gorman stated the start of the Kent Street Improvement Project has been moved up to April 15, 2024. A few people did attend the public information workshops. The information boards will be displayed in the lobby at City Hall.

City Manager Gorman noted there has been discussion about how public events this summer will be managed throughout construction of Kent Street. Consideration is being given to potential emergency scenarios and how traffic will be handled in those potential scenarios.

City Manager Gorman presented updated renderings of the proposed plaza at 103 E. Grand River Ave. and noted he has had a conversation with Bill Fabiano, who donated the property to the City, about moving the agreed upon location of the dumpster for his business to another location.

The City has received a TMF (Technical, Managerial and Financial) Grant to help fund the mandated replacement of lead service lines by the State of Michigan. An official inventory must be completed by October 2024 and changes to service lines must be made by 2040.

The City has been diligent over the past several years to decrease its unfunded liabilities of the MERS Pension plans. Due to market fluctuations over the past year the unfunded liability has increased so the City will request a waiver from the State of Michigan.

City Manager Gorman recognized the retirement of Ted Alberta, President of Portland Products and Board Member of the Portland Board of Light and Power.

There were no Presentations.

Under New Business, the Council considered Resolution 24-22 to approve the purchase of a GAP/VAX Combination Jet/Vacuum truck in the amount of \$496,207.00 for the Wastewater Department. This vital piece of equipment will be purchased with funds appropriated from the State of Michigan.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 24-22 approving the purchase of a GAP/VAX Combination Jet/Vacuum truck for the Wastewater Department.

Yeas: Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Absent: Johnston

Approved

The Council considered Resolution 24-23 to approve a proposal from West Shore Services, Inc. to perform improvements to the City's public warning system. The City has four warning sirens that are utilized in severe weather and emergency events that are activated by Ionia County Central Dispatch. Ionia County Central Dispatch is transitioning from a VHF radio system to an 800-mhz system which requires upgrades to the City's warning system. The proposed improvements will allow local control of the sirens, in addition to Ionia County Central Dispatch, and will enhance emergency response in the City.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 24-23 approving a proposal from West Shore Services, Inc. to perform improvements to the City's warning siren system.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Barnes

Nays: None

Absent: Johnston

Approved

The Council considered Resolution 24-24 to approve energy purchases through the MPPA (Michigan Public Power Agency) related to the White Tail Solar Project.

Motion by Sheehan, supported by Fitzsimmons, to approve Resolution 24-24 approving energy purchases through the Michigan Public Power Agency related to the White Tail Solar Project.

Yeas: Sheehan, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Approved

The Council considered Resolution 24-25 to approve energy purchases through the MPPA (Michigan Public Power Agency) to secure electric power and energy for its present and future needs.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 24-25 approving energy purchases through the Michigan Public Power Agency to secure electric power and energy for its present and future needs.

Yeas: Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Absent: Johnston

Approved

The Council considered Resolution 24-26 to approve participation in the State bid process for winter road salt for 2024-2025.

Motion by Sheehan, supported by Fitzsimmons, to approve Resolution 24-26 approving participation in the State bid process for winter road salt 2024-2025.

Yeas: Sheehan, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Approved

The Council considered Resolution 24-27 to amend the budget for Fiscal Year 2023-2024.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 24-27 to amend the budget for Fiscal Year 2023-2024.

Yeas: VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Absent: Johnston

Approved

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on March 4, 2024, payment of invoices in the amount of \$240,606.40, and payroll in the amount of \$142,212.94 for a total of \$382,819.34. Purchase orders to Pleune Service Company in the amount of \$7,608.00 to replace the Dam room fan, VC3 in the amount of \$7,755.00 to connect City Departments to fiber infrastructure, Integrity Mobile Services, LLC in the amount of \$9,350.00 to paint the guard rails on the Bridget Street Bridge, Visco in the amount of \$9,942.00 for decorative lighting bollards, and Mersino Global Pump in the amount of \$12,935.37 for emergency bypass pumping due to the ice jam/flooding were also included.

Yeas: Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Absent: Johnston

Adopted

City Manager Gorman had no additional City Manager Comments.

City Council Minutes – March 18, 2024

Under Council Member Comments, there was discussion of the BrewFest event scheduled to take place August 2024.

City Manager Gorman noted he appreciates the earlier comments by Mrs. Hass and would like to keep the communication open.

Mayor Pro-Tem VanSlambrouck stated the American Legion will host a Spaghetti Dinner on Thursday, March 21, 2024, to raise funds for the David A. Huhn Scholarship Fund.

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

Yeas: Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Absent: Johnston

Adopted

Meeting adjourned at 8:04 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the March 18, 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 Barnes at 7:00 P.M.

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

Absent – Council Member Johnston

Approval of Resolution 24-22 approving the purchase of a GAP/VAX Combination Jet/Vacuum truck for the Wastewater Department.

All in favor. Adopted.

Approval of Resolution 24-23 approving a proposal from West Shore Services, Inc. to perform improvements to the City's warning siren system.

All in favor. Adopted.

Approval of Resolution 24-24 approving energy purchases through the Michigan Public Power Agency related to the White Tail Solar Project.

All in favor. Adopted.

Approval of Resolution 24-25 approving energy purchases through the Michigan Public Power Agency to secure electric power and energy for its present and future needs.

All in favor. Adopted.

Approval of Resolution 24-26 approving participation in the State bid process for winter road salt 2024-2025.

All in favor. Adopted.

Approval of Resolution 24-27 to amend the budget for Fiscal Year 2023-2024.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:04 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
KARA DOUGHERTY	02767	ASSESSING SERVICES 2ND HALF OF MAR 2024 - ASSES	1,630.83
STAR THOMAS	01654	PHONE BILL REIM - POLICE	40.00
DAN SOWLES	02724	CELL PHONE REIMB - AMB	40.00
PORTLAND AREA FIRE AUTHORITY	02128	4TH QRT FIRE SVCS APR-JUNE 2024 - COM PROMO	31,682.90
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	7,960.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	242.28
CHROUCH COMMUNICATION, INC.	00082	PAGER REPAIR - AMB	299.00
MHR BILLING	01780	FEB BILLING - AMB	1,850.00
MIDWEST DIAL TONE LLC	02813	MONTHLY PHONE BILLING - GEN	670.83
FAMILY FARM & HOME	01972	GLOVES - WATER	14.99
ELHORN ENGINEERING	00139	EL CHLOR CARBOY - WATER	395.00
MUNICIPAL SUPPLY CO.	00324	VALVE BOX TOP/LIDS & EXTENSION - WATER	147.00
MIKE JUDD	02450	MBOR - ASSESSOR	150.00
DOUG LOGEL SR.	02451	MBOR - ASSESSOR	150.00
MI GOVT FINANCE OFFICERS ASSOC	01218	MEMBERSHIP DUES - GEN	175.00
MICHIGAN STATE POLICE	00275	TOKEN FEES - POLICE	66.00
GRAINGER, INC.	00172	SAFETY SUPPLIES - MTR POOL	61.64
MUZZALL GRAPHICS	00326	BUSINESS CARDS T SMITH - WW	68.65
CLIA LABORATORY PROGRAM	00736	USER FEES - AMB	248.00
FAMILY FARM & HOME	01972	CAM LOCK FITTINGS - WW	59.97
STAR THOMAS	01654	USPS, STAMPS, BATTERIES REIM - POLICE	36.25
FAMILY FARM & HOME	01972	FOAM SEALANT - ELECTRIC	44.95
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	75.00
D & E ELECTRIC LLC	02640	REPAIR DAM HOIST - ELECTRIC	125.00
BORDER STATES INDUSTRIES INC	02799	FUSES - ELECTRIC	378.33
MUNICIPAL SUPPLY CO.	00324	RED CABLE FLAGS - ELECTRIC	250.00
YORK REPAIR INC	02744	CARBON BRUSH - ELECTRIC	393.00
LANSING SANITARY SUPPLY	02485	BATHROOM SUPPLIES - CITY HALL, CEM	687.05
KURT HINDS BUILDING & RENOVATION	L02747	WORK AT WELL HOUSE DOORS - WATER APPR CONS AGEN	7,509.22
D&K TRUCK COMPANY	02257	COOLANT TUBE - MTR POOL	310.87
PLEUNE SERVICE COMPANY INC.	00741	NEW CONTROL ACTUATOR - CITY HALL	1,986.55

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MENARDS	00260	SUPPLIES - WATER	114.25
KEUSCH TIRE & AUTO	00228	TIRES & TRAILER - PARKS & CEM	520.00
D & E ELECTRIC LLC	02640	OIL METER STARTER REPAIR - ELECTRIC	625.48
T.L. HART, INC	02867	PAINT BLP OFFICES ETC - ELECTRIC	3,550.00
JPLUMBING	MISC	TOILET REPAIRS RED MILL - PARKS	225.00
HUMANA MEDICARE	MISC	INSURANCE OVERPAYMENT REFUND - AMB	426.01
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	102.50
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	450.00
UPS	02587	SHIPMENT TO BONNELL INDUST - MTR POOL	17.11
CULLIGAN	02130	WATER X3 CITY HALL - GEN	23.00
MUNICIPAL SUPPLY CO.	00324	3" CAMLOCK FITTING - WW	125.39
CULLIGAN	02130	WATER X1 - WW	9.00
CULLIGAN	02130	WATER X2 - WW	16.00
CITY OF PORTLAND - PETTY CASH	00701	MISC REFUNDS - VAR DEPTS	205.10
CULLIGAN	02130	WATER X5 - POLICE	28.75
B&W AUTO SUPPLY, INC.	00030	VAR PURCHASES - VAR DEPTS	603.57
FAMILY FARM & HOME	01972	SWIVEL LATCH - WW	6.99
FAMILY FARM & HOME	01972	STORAGE STRAPS - WW	70.93
USA BLUEBOOK	01850	TRANSFER PUMP, BATTERY - WW	418.93
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - CEM	1,975.00
PAMELA LEE MINKLEY	02618	LEIK GROVE MAINT/EXPENSES - COM PROMO	2,000.00
CITY OF PORTLAND	00701	MOWING/CLEAN UP LEIK GROVE - COM PROMO	2,500.00
ROY SCHNEIDER	02734	LEIK GROVE MAINT/EXENSES - COM PROMO	2,500.00
PLEUNE SERVICE COMPANY INC.	00741	CONTROL CHECK VALVE STUCK OPEN - CITY HALL	885.00
HAVILAND PRODUCTS COMPANY	02850	FERRIC CHLORIDE - WW	11,676.35
DICKINSON WRIGHT PLLC	02244	LEGAL SERVICES - GEN	1,665.00
Total:			\$88,487.67

**BI-WEEKLY
WAGE REPORT
April 1, 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.	11,516.29	236,786.87	4,215.25	81,405.04	15,731.54	318,191.91
ASSESSOR		-		-	-	-
CEMETERY	1,846.98	77,060.38	653.96	21,415.10	2,500.94	98,475.48
POLICE	19,766.85	368,496.31	5,841.75	113,878.79	25,608.60	482,375.10
CODE ENFORCEMENT	50.51	1,170.50	3.89	97.73	54.40	1,268.23
PARKS	4,045.07	68,660.05	1,895.43	14,399.00	5,940.50	83,059.05
INCOME TAX	2,804.06	51,147.46	763.13	16,676.87	3,567.19	67,824.33
MAJOR STREETS	4,388.13	80,831.12	2,261.97	34,660.48	6,650.10	115,491.60
LOCAL STREETS	3,277.16	75,623.45	1,963.66	33,999.21	5,240.82	109,622.66
RECREATION	1,677.55	32,119.40	476.53	9,650.63	2,154.08	41,770.03
AMBULANCE	24,155.04	414,499.92	3,984.97	98,460.67	28,140.01	512,960.59
DDA	2,813.24	52,740.35	637.69	9,862.19	3,450.93	62,602.54
ELECTRIC	21,749.75	439,186.85	10,066.32	147,940.23	31,816.07	587,127.08
WASTEWATER	10,134.92	203,061.14	2,851.41	54,519.09	12,986.33	257,580.23
WATER	6,545.92	139,944.38	2,769.78	54,005.91	9,315.70	193,950.29
MOTOR POOL	702.17	17,012.01	210.74	6,193.02	912.91	23,205.03
TOTALS:	115,473.64	2,258,340.19	38,596.48	697,163.96	154,070.12	2,955,504.15

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 03/27/2024
MEETING DATE 04/01/2024

Fund	Description	Beginning Balance 03/14/2024	Total Cash in	Total Cash out	Cash Balance 03/27/2024	Time Certificates	Ending Balance 03/27/2024
101	GENERAL FUND	2,313,754.00	152,536.56	(277,188.37)	2,189,102.19	218,908.00	2,408,010.19
105	INCOME TAX FUND	238,928.06	83,416.77	(50,688.30)	271,656.53	10,000.00	281,656.53
150	CEMETERY PERPETUAL CARE FUND	65,907.51	375.00	-	66,282.51		66,282.51
202	MAJOR STREETS FUND	437,798.75	4,900.06	(21,109.23)	421,589.58		421,589.58
203	LOCAL STREETS FUND	141,471.80	4,351.32	(15,361.90)	130,461.22		130,461.22
208	RECREATION FUND	24,364.22	9,171.92	(7,615.51)	25,920.63		25,920.63
210	AMBULANCE FUND	87,543.26	34,399.41	(65,576.72)	56,365.95		56,365.95
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	688,614.49	3,180.43	(11,380.62)	680,414.30		680,414.30
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	20,322.36	11,443.93	(16,147.56)	15,618.73		15,618.73
582	ELECTRIC FUND	5,942,359.18	312,605.06	(365,778.90)	5,889,185.34	468,768.00	6,357,953.34
590	WASTEWATER FUND	1,770,976.37	134,265.96	(117,242.61)	1,787,999.72		1,787,999.72
591	WATER FUND	457,724.58	61,148.81	(50,464.71)	468,408.68	407,700.00	827,076.69
661	MOTOR POOL FUND	208,332.71	14,031.53	(12,099.90)	210,264.34		210,264.34
703	CURRENT TAX FUND	942.27	-	0.00	942.27		942.27
	TOTAL - ALL FUNDS	12,402,401.81	825,826.76	(1,010,654.33)	12,217,574.24	1,105,376.00	13,273,918.25
					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 *
	*Customer Deposit Breakdown				PERPETUAL CARE CD	130,000.00	130,000.00
	Electric	128,000.00			INCOME TAX SAVINGS	2,478,327.96	2,478,327.96
	Wastewater	21,000.00			ELECTRIC-PRIN & INT ESCROW	11,302.21	11,302.21
					ELECTRIC- GOLT BOND RESERVE 23	-	-
	Water	21,000.00			WASTEWATER DEBT ESCROW	308,069.38	308,069.38
		<u>170,000.00</u>			WASTEWATER REPAIR ESCROW	360,199.31	360,199.31
					WASTEWATER 2022 BOND RESERVE	194,980.88	194,980.88
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	56,431.99	56,431.99
							<u>17,607,194.20</u>



PURCHASE ORDER

City of Portland

P.O. 14326

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

VENDOR HAVILAND

DATE: 3-25-2024

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Ferric CHLORIDE - Bulk Delivery 4,000 gallons	590-548-740		\$11,676.35
DEPARTMENT HEAD (UP TO \$500) <u>[Signature]</u>		TOTAL	

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

[Signature]
Treasurer Initials

Customer Number

1069775



421 Ann St. N.W.
Grand Rapids, MI 49504

Phone: 800 456-1134
Fax: 616 361-9772
www.havilandusa.com

INVOICE

Date	Invoice #
02/07/2024	495544
Date Shipped	Order #
02/07/2024	431298

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



Customer PO #		FOB Remark		Freight Terms		
VERBAL TONY		Destination		Delivered		
Requisition #		Terms	Due Date	Ship Via	Sales ID	
		Net 30 Days	03/08/2024	Vendor Truck	HP023	
Units	Package	Product Name		Total Quantity	Unit Price	Amount
45100.00	1 lb Bulk	Ferric Chloride (PIX-311) NSF H000200-1#Bulk Lot: 020724		9.2162/DTon	1,266.9400 /DTon	11,676.35

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: 11,676.35

Remit To: Haviland Products Company 421 Ann Street NW Grand Rapids , MI 49504-2075 USA

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

Held on Monday, February 26, 2024
In the Council Chambers at City Hall

Members Present: Gorman, Vogl, Williamson, Briggs, Sandborn, Barnes

Members Absent: Madarang, Ward

Staff: Director ConnerWellman, City Clerk Miller

Guests: Roy & Cena Schneider

Vice Chair Williamson called the meeting to order at 7:01 P.M.

Director ConnerWellman presented the Winter Digest – Bi-Annual presentation and information session.

Motion by Gorman, supported by Barnes, to approve the proposed agenda.
All in favor. Adopted.

Under Public Comment, Roy Schneider inquired if the riverbank opposite the proposed Looking Glass Plaza will be cleaned up and if there will be grass at the intersection of Kent Street and Bridge Street.

City Manager Gorman stated the specifics of these two items have not been decided. The intersection at Kent Street and Bridge Street will include something “green” but it has not been determined what it will be.

There was discussion.

Motion by Barnes, supported by Vogl, to approve the minutes of the January 29, 2024, regular meeting.
All in favor. Adopted.

Motion by Vogl, supported by Gorman, to approve the Treasurer’s Report as presented.
All in favor. Adopted.

Under Team Reports, Mayor Barnes noted Director ConnerWellman has prepared and the team has reviewed the Fiscal Year 2024/2025 Budget.

City Manager Gorman provided an overview of the upcoming Kent Street Improvement Project. Workshops will be held March 4th and March 13th to provide information and answer questions from the public.

Member Vogl provided information related to promotions and incentives being considered to assist businesses this summer.

Director ConnerWellman shared information for the Brews on the Bridge event that will be held in August 2024.

There was no Old Business.

Under New Business, Director ConnerWellman presented a request to apply for the Brews on the Bridge Liquor License.

Motion by Barnes, supported by Briggs, to approve the application for the Brews on the Bridge Liquor License.

All in favor. Adopted.

Director ConnerWellman explained that with the change in officers on the DDA Board the signatories on the bank accounts at Huntington Bank and Independent Bank need to be updated to remove persons who have left the DDA Board and add Chairperson Leo Madarang. James E. Barnes should remain as Treasurer.

Motion by Briggs, supported by Vogl, that the signatories on the DDA bank accounts at Huntington Bank and Independent Bank be updated to remove persons who have the DDA Board and add Chairperson Leo Madarang and Treasurer James E. Barnes should remain.

All in favor. Adopted.

Director ConnerWellman stated there is an additional estimate of \$2,054.00 for additional work on the Veterans Bridge lighting. The additional work would complete the repairs on the software and wiring.

Motion by Barnes, supported by Sandborn, to approve the additional repairs in the amount of \$2,054.00 for the Veterans Bridge lighting.

All in favor. Adopted.

Director ConnerWellman presented the proposed budget for Fiscal Year 2024-2025 for review.

Director ConnerWellman presented the Director's Report.

Under Board Member comments, City Manager Gorman provided information on the proposed use of golf carts downtown during the Kent Street Improvement Project. It has been determined the convenience of the proposal does not outweigh the safety of doing so; they will not be allowed.

Motion by Barnes, supported by Vogl, to adjourn the meeting at 7:50 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

March 19, 2024
February 1-29, 2024

Kwh Consumed	2,713,838
DIESEL PRODUCTION	0
HYDRO GENERATION	98,012

Total Kwh Purchased	2,615,826	Total Dollars Paid	\$ 196,310.88
----------------------------	------------------	---------------------------	----------------------

Kwh Billed

Residential	1,266,106
Commercial	676,123
Large General	623,700
City St. Lites Metered	9,442
St. Lites Unmetered	
Rental Lights	
Demand	1,845
Total Kwh Billed	2,577,216

Dollars Billed

PCA Billed	\$ 37,624.00
Residential	\$ 170,550.35
Residential EO Charge	\$ 2,285.06
Geothermal Discount	\$ (232.97)
Commercial	\$ 88,421.35
Commercial/LG EO Charge	\$ 2,473.81
Large General	\$ 53,923.32
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 870.97
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 234.34
Demand	\$ 14,708.10
Tax	\$ 14,023.48
Total Dollars Billed	\$ 386,443.26

Arrears after billing	\$ 10,005.14
Penalties Added	\$ 2,059.48
Arrears end of month	\$ 31,109.80
Fuel Cost Billed	\$ 50,957.13
Amount Collected	\$ 424,561.94
Total Adjustments	\$ (647.28)

Power Cost Adj. .01466

Residential Customers	2,220
Commercial Customers	331
Large General	15
Total Customers	2,566

03/01/24



**CITY OF PORTLAND
March-24**

WATER DEPARTMENT REPORT

MONTH	Feb-24	PERIOD COVERED	February 1-29, 2024
Customers Billed		Penalties Added	\$ 359.38
City	1,817	Dollars Collected	\$ 60,828.33
Rural	25	Arrears at end of Month	\$ 6,419.01
Total Customers	1,842	Adjustments	\$ 42.54
		Gallons Pumped	9,142,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,150,595		\$ 57,534.52
Rural	127,390		\$ 1,956.38
Total	<u>7,277,985</u>		<u>\$ 59,490.90</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,780	Dollars Billed	\$135,304.06
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 135,304.06

Penalties Added	\$ 849.69
Dollars Collected	\$ 137,453.41
Arrears at end of Month	\$ 12,716.18
Adjustments	\$ (815.38)
Gallons Treated per Million	8.700



Monthly Report

January Activity



- 911 Calls— **1887**
- Administrative Calls— **6638**
- Text to 911— **10**
- 911 Hang up Calls— **198**
- Calls for Service Initiated — **4427**

- Total Mental Health Calls — **34**
- Suicidal Calls — **10**
- 988 Calls Received — **2**
- 988 Calls Transferred — **0**
- CPR Performed — **5**
- Stroke Related Calls — **9**
- Child birth calls — **0**

Unit Responses / Activities

- Law Enforcement— **5046**

- Fire— **451**

- EMS— **659**



Special Programs Available

Share Medical Information with your 911 call.



www.emergencyprofile.org

What 3 Words— App that provides location information to a 10 meter square.

What3words.com



what3words



Statistics—Dispatch Activities for all Agencies

JANUARY - 4427			
CALL FOR SERVICE TYPE	TOTAL	CALL FOR SERVICE TYPE	TOTAL
911 Hang up Call	198	Lost Property / Found	12
988 Calls	2	MDOP	26
Abandoned Vehicle	32	MED 1	237
Active Violence Incident	0	MED 2	85
Alarm	39	MED 3	123
Ambulance Transport	126	Medical Call / Amb Dispatch	5
Assault	18	Mental Health	34
Assist Jail	0	Missing Person	5
Assist Medical	0	Motor Vehicle Theft / UDAA	6
Assist Other Agency	13	Non Criminal	61
Assist Outside Agency	25	OWI / OUID	10
Bomb Threat	0	PDA Traffic	277
Burglary	7	Phone / Internet Harassment	28
Burn Permit	31	PIA Traffic	31
Civil Dispute	61	PPO Violation	5
Conservation / Wildlife	34	Property Check	4
CSC - Criminal Sexual Conduct	22	Repossession	13
Disorderly Conduct	46	Request - Wrecker	7
Domestic Assault	24	Road Closure	4
DPW Request	24	Robbery / Hold up	0
Drugs	2	Spam to Center	545
Duplicate Call	2	Structure Fire	15
Family Abuse / Neglect	17	Suspicious Situations	123
Fire All Other	53	Test Call / System Test	59
Fireworks	0	Thunder Storm/Tornado Warning	0
Follow Up	194	Traffic / Officer Stop	165
Fraud	28	Traffic Offense All Other	579
General Assist	337	Tree Down	36
Grass / Wildland Fire	2	Trespassing	22
Health & Safety / Animal	85	Vehicle Fire	5
Hit and Run	13	Verbal Domestic	20
Homicide	0	Vin Inspections / All Inspections	7
Juvenile Problems & Runaways	30	Warrant Arrest / Fugitive	74
Kidnapping	0	Weapons Offenses All	1
Larceny	37	Wires Down / Arching	62
Liquor / MIP	0	Unclassified	239

Agency Individual Responses / Activity

Ionia County Central Dispatch

Mission: To enhance the quality of life in Ionia County for all people, providing professional, efficient, courteous, and responsive public safety communications.

Vision: To be the example for other Public Safety Dispatch Centers providing exceptional service.

Our Values: D.I.S.P.A.T.C.H.E.R.

D. Detail-oriented: Able to pay close attention, notice the minor details.

I. Innovative: Share new ideas that can improve ICCD for the better, embrace change.

S. Strong Work Ethic: Consistently performing our job to the best of our ability.

P. Professionalism: Communicating respectfully, effectively, and appropriately leading by example.

A. Adaptability: Flexibility, responding effectively to changes or various situations.

T. Teamwork: Work together toward a collective goal with good communication, patience, and dedication.

C. Caring: Feeling or showing concern for or kindness to others.

H. Honesty: Uprightness, fairness, truthfulness, sincerity, or frankness in communications and deeds.

E. Empathy: Connecting with someone, sensing people's emotions or feelings.

R. Respectful: Being appreciative, considerate, polite and gracious to all those we serve and serve with.

Ionia County Central Dispatch

545 Apple Tree Drive, Ionia MI 48846

EMERGENCY: 911

NON-EMERGENCY: (616) 527-0400

ADMINISTRATION: (616) 522-0911

Director: Lance Langdon, ENP, CMCP
(616) 527-5611 llangdon@ioniacounty.org

Office Manager: Cathi Brodbeck
(616) 522-0911 cbrodbeck@ioniacounty.org

Supervisor: Kevin Booth (Day Shift)
(616) 527-5613 kbooth@ioniacounty.org

Supervisor: Natalie Hearld (Day Shift)
(616) 527-5612 nhearld@ioniacounty.org

Supervisor: Jeremiah Wittenbach (Night Shift)
(616) 527-5617 jwittenbach@ioniacounty.org

Supervisor: Roy McCarver (Night Shift)
(616) 527-5616 rmccarver@ioniacounty.org

FOIA Requests - 911 Records Only-No Police Repts.
Form available at: <http://ioniacounty.org/foia>
Send or Email to: CentralDispatch@ioniacounty.org

Belding Fire—89

Berlin-Orange Fire— 45

Clarksville Fire— 14

Freeport Fire— 2

Hubbardston Fire— 10

Ionia Department Public Safety Fire— 107

Lake Odessa Fire— 46

Lyons-Muir Fire— 17

Orleans Fire—19

Pewamo Fire— 12

Portland Fire— 21

Ronald Fire— 16

Roxand Fire— 1

Saranac Fire— 46

Sunfield Fire— 6

Life EMS— 537

Portland EMS— 122

Animal Control— 42

Belding Police— 248

Department of Natural Resources Law— 0

Ionia County Sheriff's Office— 789

Ionia Department Public Safety Law— 379

Lake Odessa Police— 53

Michigan State Police— 616

Portland Police— 198

Monthly Report

February Activity

- 911 Calls— **1457**
- Administrative Calls— **6287**
- Text to 911— **13**
- 911 Hang up Calls— **162**
- Calls for Service Initiated — **4028**

- Total Mental Health Calls — **38**
- Suicidal Calls — **8**
- 988 Calls Received — **0**
- 988 Calls Transferred — **0**
- CPR Performed — **5**
- Stroke Related Calls — **7**
- Child birth calls — **0**



Unit Responses / Activities

- Law Enforcement— **2205**

- Fire— **451**

- EMS— **659**

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Statistics—Dispatch Activities for all Agencies

February - 4028			
CALL FOR SERVICE TYPE	TOTAL	CALL FOR SERVICE TYPE	TOTAL
911 Hang up Call	162	Lost Property / Found	12
988 Calls	0	MDOP	19
Abandoned Vehicle	19	MED 1	216
Active Violence Incident	2	MED 2	74
Alarm	30	MED 3	113
Ambulance Transport	100	Medical Call / Amb Dispatch	5
Assault	24	Mental Health	38
Assist Jail	2	Missing Person	11
Assist Medical	0	Motor Vehicle Theft / UDAA	7
Assist Other Agency	7	Non Criminal	58
Assist Outside Agency	15	OWI / OUID	24
Bomb Threat	0	PDA Traffic	138
Burglary	6	Phone / Internet Harassment	19
Burn Permit	44	PIA Traffic	15
Civil Dispute	55	PPO Violation	3
Conservation / Wildlife	44	Property Check	2
CSC - Criminal Sexual Conduct	25	Repossession	12
Disorderly Conduct	42	Request - Wrecker	4
Domestic Assault	23	Road Closure	1
DPW Request	7	Robbery / Hold up	0
Drugs	11	Spam to Center	627
Duplicate Call	5	Structure Fire	11
Family Abuse / Neglect	31	Suspicious Situations	156
Fire All Other	26	Test Call / System Test	24
Fireworks	0	Thunder Storm/Tornado Warning	0
Follow Up	192	Traffic / Officer Stop	151
Fraud	29	Traffic Offense All Other	644
General Assist	251	Tree Down	3
Grass / Wildland Fire	2	Trespassing	22
Health & Safety / Animal	85	Vehicle Fire	1
Hit and Run	12	Verbal Domestic	14
Homicide	0	Vin Inspections / All Inspections	6
Juvenile Problems & Runaways	32	Warrant Arrest / Fugitive	76
Kidnapping	0	Weapons Offenses All	6
Larceny	37	Wires Down / Arching	11
Liquor / MIP	0	Unclassified	185

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Form available at: <http://ioniacounty.org/foia>
Send or Email to: CentralDispatch@ioniacounty.org

Agency Individual Responses / Activity

Belding Fire—70	Total YTD 159
Berlin-Orange Fire— 27	Total YTD 72
Clarksville Fire— 18	Total YTD 32
Freeport Fire— 1	Total YTD 3
Hubbardston Fire— 4	Total YTD 14
Ionia Department Public Safety Fire— 350	Total YTD 911
Lake Odessa Fire— 28	Total YTD 74
Lyons-Muir Fire— 15	Total YTD 32
Orleans Fire—9	Total YTD 28
Pewamo Fire— 7	Total YTD 19
Portland Fire— 16	Total YTD 37
Ronald Fire— 10	Total YTD 26
Roxand Fire— 0	Total YTD 1
Saranac Fire— 42	Total YTD 88
Sunfield Fire— 8	Total YTD 14
Life EMS— 486	Total YTD 1023
Portland EMS— 80	Total YTD 202
Animal Control— 34	Total YTD 76
Belding Police— 278	Total YTD 526
Department of Natural Resources Law— 5	Total YTD 5
Ionia County Sheriff's Office— 779	Total YTD 1568
Ionia Department Public Safety Law— 350	Total YTD 729
Lake Odessa Police— 43	Total YTD 96
Michigan State Police— 570	Total YTD 1186
Portland Police— 180	Total YTD 378

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MARCH 26, 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 February 2024- \$ 1,290,100.85
 - D. Approve payments of Health Department payroll and accounts payable for the month of February 2024-\$ 123,287.61
 - E. Approve payments of Road Department payroll and accounts payable for the month of February 2024-\$ 747,064.29
- VII. Unfinished Business**
 - A. Request Approval of Substance Use Disorder Oversight Policy Board Intergovernmental Agreement- Chad Shaw
- VIII. New Business**
 - A. Reappointment to Community Mental Health Service Board
 - Capt. Andrew Dinehart
 - B. Request Approval of CSHCS Care Coordination Agreement Amendment-Chad Shaw
 - C. Request Approval of My Community Dental Centers Services Agreement Amendment #2-Chad Shaw
 - D. Request Approval of Agreement with Michigan Department of Health and Human Services Amendment #2-Chad Shaw

- E. Request Approval of Regional Perinatal Care System Quality Improvement Initiative-Chad Shaw
 - F. Request Signature on FY 2025 Continuation of Funding Request to AAAWM-Carol Hanulcik
 - G. Approval of Act 51 Resolution Certifying County Road System Mileage-Linda Pigue
 - H. Request Approval of bid for Sandvic Bits and Boards-Linda Pigue
 - I. Request Approval of Renewal for Maintenace of MDOT Bellamy Creek Roadside Park-Linda Pigue
 - J. Request Approval of Renewal for Roadside Mowing-Linda Pigue
 - K. Request Approval of Renewal for Street Sweeping-Linda Pigue
 - L. Request Approval of EGLE Storage Tank Contamination Closure Report-Linda Pigue
 - M. Request Approval to Accept Sales and Service Quote for Plastic Culverts-Linda Pigue
 - N. Request Approval of Budget Amendments-Bernadette Blonde
- IX. Department Reports**
- A. MSU Extension
 - B. Public Defender Office
- 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 March 2024:

- Community Mental Health Service Board

Appointments for consideration in the month of April 2024:

- Economic Development Corporation/Brownfield Redevelopment Authority
- Land Bank Authority