



# City of Portland

Portland, Michigan

Minutes of the City Council Meeting

**Held on Monday, June 17, 2024**

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Johnston, and Sheehan; City Manager Gorman; City Clerk Miller

Absent: Council Member Fitzsimmons

Guests: 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 Johnston, to approve the proposed Revised Agenda.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

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

Yeas: Johnston, Sheehan, VanSlambrouck, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman provided an update on the Kent Street Construction Project and noted the project is going well and is ahead of schedule. Curb work will begin later this week. Last week one of the traffic signals at Kent St. and Grand River Ave. was struck by one of the construction vehicles and damaged beyond repair. A new traffic light will be installed this week or next. Until the new light is installed the other light has been changed to flashing yellow. He urged caution as this is creating some issues with the lack of breaks in traffic for pedestrians and turning at the intersections.

Mayor Pro-Tem VanSlambrouck noted that witnesses to the traffic signal being hit expressed concern with the integrity of the mounting post as the hit was quite significant.

City Manger Gorman stated he will have the engineers verify the integrity of the post.

A meeting was held at the Wastewater Treatment Plant to discuss final punch list items and to consider additional work to be added to the project using savings in the contingency fund and appropriated funds from the State of Michigan.

The City has received the permit from EGLE for work on the river crossings related to the Wastewater Treatment Plant Project; scheduled to take place later this summer.

The Electric Department AMI project continues to go well. Some residents have expressed concern with the meter technology. The Board of Light & Power will be considering an Opt Out Policy that would include fees for the manual readings that would need to be taken each month.

Laura Sandborn is the point person for a local group trying to bring a community center to the area. She would like to present the idea/project to Council at an upcoming meeting.

City Manager Gorman noted he has been trying to reach the owners of the Edgemont Apartment property to discuss their plans for cleanup and redevelopment.

There were no presentations.

Under New Business, Mayor Barnes noted Council will consider the included recommendation and proposal from Pivot Group Municipal Services regarding an acting City Manager position. He further stated this will be a multifaceted decision that will include the following considerations:

1. The need for an Interim City Manager.
2. Decision to have the Pivot Group Municipal Services oversee the Interim City Manager.
3. Whom should be hired as the Interim City Manager.

Mayor Barnes noted based on the complexity of the City of Portland it is the recommendation of Pivot Group an Interim City Manager should be hired.

Mayor Pro-Tem VanSlambrouck noted he likes the idea of having an experienced individual to bridge the gap to a new City Manager.

Council Member Johnston echoed the sentiments of Mayor Pro-Tem VanSlambrouck. She believes it is a good decision to bring Pivot Group to advise the City and values their recommendation.

Council Member Sheehan stated Pivot Group was hired because of their expertise and the Council should go with their recommendation.

Motion by VanSlambrouck, supported by Johnston, that the City of Portland should hire an Interim City Manager.

Yeas: VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Absent: Fitzsimmons

Adopted

Mayor Barnes noted the proposal from Pivot Group includes a fee to oversee the Interim City Manager. He further stated this is something the City has to do and this is the recommendation of Pivot Group.

Mayor Pro-Tem VanSlambrouck stated he has no qualms to have an extra arm in the management of the City.

Both Council Members Johnston and Sheehan agreed.

Motion by Sheehan, supported by Johnston, to approve the scope of services from Pivot Group as written.

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

Mayor Barnes noted the recommendation by Pivot Group to hire Mr. Douglas Terry to serve as Interim City Manager and noted that he followed up with Mr. Terry's most recent employer and received glowing feedback.

Council Member Johnston noted Mr. Terry's impressive resume and experience speaks volumes.

Council Member Sheehan agreed.

Mayor Pro-Tem VanSlambrouck noted he had seen several projects Mr. Terry managed during his time in Standish that were similar to Portland. He believes Mr. Terry will serve Portland well.

Motion by Johnston, supported by Sheehan, to approve the contract with Mr. Douglas Terry to serve as the Interim City Manager.

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

Mayor Barnes thanked everyone for their input and stated this is an extremely important process in moving forward and believes this decision is in the best interest of Portland. Mr. Terry will begin tomorrow.

The Council considered Resolution 24-48 to approve and authorize the execution of two Easement Agreements with Tri-County Electric Cooperative to install fiber lines and a fiber system.

Motion by Johnston, supported by VanSlambrouck, to approve Resolution 24-48 approving and authorizing execution of two Easement Agreements with Tri-County Electric Cooperative.

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

The Council considered Resolution 24-49 to approve financing of a new ambulance in the amount of \$285,618.00 at an interest rate of 4.85% with a term of 7 years. The annual payment will be \$49,092.00.

Motion by Sheehan, supported by VanSlambrouck, to approve Resolution 24-49 approving the financing of a new ambulance for the Ambulance Department.

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

The Council considered Resolution 24-50 to revise Council Policy 77-1 to update Cemetery rates.

Motion by Johnston, supported by VanSlambrouck, to approve Resolution 24-50 to revise Council Policy 77-1 concerning Cemetery Rates.

Yeas: Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None  
Absent: Fitzsimmons  
Adopted

The Council considered Resolution 24-51 to amend the budget for Fiscal Year 2023-2024.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 24-51 to amend the Budget for Fiscal Year 2023-2024.

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

The Council considered Resolution 24-52 to confirm the Mayor's appointments to various Boards and Commissions.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 24-52 confirming the Mayor's appointments to City Boards and Commissions.

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

Mayor Pro-Tem VanSlambrouck thanked Kathy Parsons for her service on the Portland Area Fire Authority and Planning Commission.

Motion by Johnston, supported by Sheehan, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on June 3, 2024, payment of invoices in the amount of \$163,487.26, and payroll in the amount of \$225,280.75, for a total of \$388,768.01. Purchase orders to Moyer Construction Co. in the amount of \$6,984.00 for sidewalk repairs, CL Trucking & Excavating, LLC in the amount of \$8,580.80 for an ejector pump and cleanout, and Anlaan Corporation in the amount of \$12,600.00 for boardwalk repairs were also included.

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

Under City Manager Comments, City Manager Gorman noted the 4<sup>th</sup> of July Parade will be held on the 4<sup>th</sup> of July and will follow the Homecoming Route from Thompson Field to Portland High School.

City Manager Gorman thanked Kathy Parsons for her service on the more complicated boards.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck reminded residents to take care through the current heat wave.

Mayor Barnes noted the 4<sup>th</sup> of July fireworks will be held at dusk on Friday, June 28, 2024.

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

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

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk