



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

7:00 P.M. Monday, October 7, 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)	Decision
7:08 PM	V. <u>City Manager Report</u>	
7:15 PM	VI. <u>Presentations</u>	
7:20 PM	A. Electric Superintendent Davlin – Public Power Week	
	B. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:25 PM	A. Proposed Resolution 24-82 Approving a Traffic Control Order to Establish a 30-minute Commercial Loading Zone on the South Side of West Bridge Street between Kent Street and the Veterans Bridge Crossing the Grand River	Decision
7:28 PM	B. Proposed Resolution 24-83 Approving Change Order No. 7 to the Design-Build Contract with F&V Construction for Wastewater System Improvements	Decision
7:30 PM	C. Proposed Resolution 24-84 Approving Pay Request No. 4 to the State of Michigan for Work Done on the Kent Street Improvement Project	Decision
7:32 PM	D. Proposed Resolution 24-85 Approving Energy Purchases through the Michigan Public Power Agency	Decision
7:35 PM	E. Proposed Resolution 24-86 Approving the Purchase of a Control Panel for the Grant Street Substation Project for the Electric Department	Decision
7:38 PM	F. Proposed Resolution 24-87 to Opt Out of the Low-Income Energy Assistance Fund Created by Public Act 95 of 2013	Decision
7:40 PM	G. Proposed Resolution 24-88 Approving the Proposal from Newkirk Electric Associates to Construct the Grant Street Substation for the Electric Department	Decision

Estimated Time		<u>Desired Outcome</u>
7:42 PM	<p>X. <u>Consent Agenda</u></p> <ul style="list-style-type: none"> A. Minutes and Synopsis of the Regular City Council Meeting held on September 16, 2024 B. Payment of Invoices in the Amount of \$169,808.96 and Payroll in the Amount of \$139,235.68 for a Total of \$309,044.64 C. Purchase Orders over \$5,000.00 <ul style="list-style-type: none"> 1. Divine Auto Body in the amount of \$5,172.72 to Remove Decals and Repair both Interior and Exterior Defects of the Former Police Car for the Electric Department 2. Dickinson Wright PLLC in the amount of \$6,525.00 for Legal Services 3. Fleis & VandenBrink in the amount of \$7,500.00 for a Vapor Phase Intrusion Investigation at the Electric Dept. Diesel Plant 4. D&K Truck Co. in the amount of \$8,460.70 for Repairs to the 2010 Freightliner Plow 5. HECO in the amount of \$14,096.00 for cleaning of Generator #2 at the Hydroelectric Dam 6. CL Trucking & Excavating LLC in the amount of \$15,240.00 for concrete work on the Kent St. planter curbs 7. Batteries Plus in the amount of \$15,597.04 for a refund through the Franklin Energy Energy Optimization Program <p>XI. <u>Communications</u></p> <ul style="list-style-type: none"> A. DDA Minutes for August 26, 2024 B. Fleis & VandenBrink Status Report for October 2, 2024 C. Wastewater Treatment Plant Report for September 2024 D. Water Department Report for September 2024 E. Utility Billing Report for September 2024 F. Ionia County Board of Commissioners Agenda for September 24, 2024 G. Ionia County Board of Commissioners Agenda for October 8, 2024 	Decision
7:45 PM	<p>XII. <u>Other Business</u> – None</p>	
7:50 PM	<p>XIII. <u>City Manager Comments</u></p>	
7:55 PM	<p>XIV. <u>Council Comments</u></p>	
8:00 PM	<p>XV. <u>Adjournment</u></p>	Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-82

**A RESOLUTION APPROVING A TRAFFIC CONTROL ORDER TO
ESTABLISH A 30-MINUTE COMMERCIAL LOADING ZONE ON THE SOUTH
SIDE OF WEST BRIDGE STREET BETWEEN KENT STREET AND THE
VETERANS BRIDGE CROSSING THE GRAND RIVER**

WHEREAS, the City of Portland downtown currently lacks short term parking for commercial delivery trucks triggering improper parking and risking the safety of pedestrians and other motorists.

WHEREAS, the Chief of Police and City Manager are recommending City Council to approve Traffic Control Order 24-02, attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Traffic Control Order 24-02, 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: October 7, 2024

Monique I. Miller, City Clerk

MEMO

To: Star Thomas, Chief of Police
City of Portland

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

CC: Andrew Dymczyk, City Manager
Ken Gensterblum, Director of Public Works

Date: September 18, 2024

Re: **W. Bridge Street Parking Restrictions**

Kent Street between Academy Street and Grand River Avenue is nearing the end of a project that reconstructed the road and modified curb “bump-outs” that better define on-street parking and shorten crosswalks. Prior to construction, these areas were often improperly used as short-term parking for deliveries on Kent Street. As part of re-opening Kent Street, a more appropriate location for a commercial drop-off area is desired.

W. Bridge Street between Veterans Bridge over the Grand River and Kent Street is one lane, one way eastbound with parallel parking on both sides of the street that accommodates approximately 3 vehicles on each side. While this space is not adequate for semi-truck deliveries (and the Veterans Bridge is restricted to 15 tons), it is centrally located for delivery vans, box trucks and other commercial drop-off vehicles that meet the load restrictions on the bridge.

Signing the parallel parking on the south side of W. Bridge Street as a commercial loading zone has been proposed. To accomplish this, we recommend 12”x18” signage that communicates “no parking”, “commercial loading zone” and a time limit of 15-30 minutes. There are a range of sign options available, and many communities have custom versions. An example is attached.

In addition to the “no parking” signage, we recommend a second 15-ton weight limit sign (R12-1, 24”x30”) on the left side of Bridge Street as you approach the bridge, to match the existing sign on the right side (photo attached). This is recommended to call additional attention to the weight limit, as the location of the loading zone will encourage additional commercial traffic use of the bridge.

MEMO



Example of recommended "no parking" signage



View of existing "weight limit" signage

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-83

**A RESOLUTION APPROVING CHANGE ORDER NO. 7 TO THE
DESIGN-BUILD CONTRACT WITH F&V CONSTRUCTION FOR
WASTEWATER SYSTEM IMPROVEMENTS**

WHEREAS, Fleis & VandenBrink, through F&V Construction is serving as the design-builder for the Wastewater System Improvements Project; and

WHEREAS, F&V Construction has submitted Change Order No. 7, in the amount of \$84,247.00, to the design-build contract for the Wastewater System Improvements Project, a copy of the memorandum from F&V Construction and Change Order No. 7 is attached at Exhibit A.

WHEREAS, the F&V memorandum and Exhibit A also includes an authorization to proceed with demolition pursuant to the award authorized by City Council on August 15, 2022. This will be signed by the City Manager as the Designated Owner's Representative.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Change Order No. 7, in the amount of \$84,247.00, to the design-build contract for the Wastewater System Improvements Project, a copy of the memorandum from F&V Construction and Change Order No. 7 is attached at Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

Dated: October 7, 2024

Monique I. Miller, City Clerk

OWNER CONTRACT CHANGE ORDER NO. 7

September 27, 2024

OWNER: **City of Portland**

PROJECT: **Wastewater System Improvements, CWSRF No. 5758-01**

Project No.: **1221 | 848392**

We are requesting your acceptance of the following adjustments to the Contract:

Description of Changes:

1. Demolition of 103 Grand River Building

Provide demolition of the existing buildings at 103 Grand River Avenue including demolition and waste disposal, asbestos abatement, pavement removal, and well abandonment. This work shall coincide with the Looking Glass River crossing work. The pricing assumes that the City will pay for demolition permit fees directly, if any. Retaining wall repairs, dewatering, and contaminated soil disposal are not included.

ADD: \$84,247.00

Reason: Owner requested change.

Attachments:

- Summary of Owner Change Order No. 7 – September 2024
- Project Budget Tracking Summary – September 2024
- 103 Grand River Building Demolition Drawings and Specifications

CHANGE IN CONTRACT PRICE	
Original Contract Price	\$ <u>12,750,000.00</u>
Change from previous Change Orders:	\$ <u>1,927,529.93</u>
Contract Price prior to this Change Order:	\$ <u>14,677,529.93</u>
Net Increase of this Change Order:	\$ <u>84,247.00</u>
Contract Price incorporating this Change Order:	\$ <u>14,761,776.93</u>

CHANGE IN CONTRACT TIMES	
Original Contract Times:	
Substantial Completion:	<u>600</u>
Ready for Final Payment:	<u>600</u>
No change from previous Change Orders:	
Substantial Completion:	<u>180</u>
Ready for Final Payment:	<u>180</u>
Contract Times prior to this Change Order:	
Substantial Completion:	<u>780</u>
Ready for Final Payment:	<u>780</u>
Net Increase this Change Order:	
Substantial Completion:	<u>0</u>
Ready for Final Payment:	<u>0</u>
Contract Times with all approved Change Orders:	
Substantial Completion:	<u>780</u>
Ready for Final Payment:	<u>780</u>

REQUESTED: **F&V Construction**

By: Robert W. Wilcap

DESIGN-BUILDER (Authorized Signature)

Title: Vice President

Date: 9/27/24

ACCEPTED: **City of Portland**

By: _____

OWNER (Authorized Signature)

Title: _____

Date: _____



Summary of Owner Change Order No. 7 - September 2024

Job Name: City of Portland Wastewater System Improvements
 Location: 600 Morse Drive, Portland, MI 48875
 Job Number: 1221 | 848392
 Description: WWTP Improvements



<u>Contract</u>	<u>Change Order Item</u>	<u>Source</u>	<u>Sub Price</u>	<u>Description</u>	<u>Owner Change Order No. 7</u>
1 - Site Work & Exc (Georgetown)		Quote dated 9/10/2024	\$ 69,905.00	Demolition of 103 Grand River Building.	\$ 69,905.00
2 - Concrete (Jelsema)					
3 - General Trades (First Peninsula)					
4 - Painting (Murray)					
5 - Mechanical (Midwest Power Systems)					
6 - Electrical (Superior Electric)					
7 - Biosolids Storage (Blue Water)					
9 - CIPP (Plumbers)					
11 - Masonry (616 Masonry)					
13 - OSI WWTP (Windemuller)					
General Conditions			\$ 1,400.00	Bonds & Insurance.	\$ 1,400.00

SubTotals =	\$	71,305.00
DB Fee =	\$	5,942.00
Basic Services =	\$	-
DB Contingency =	\$	7,000.00
Total =	\$	84,247.00

Project Budget Tracking Summary - July 2024

Job Name: City of Portland Wastewater System Improvements
 Location: 600 Morse Drive, Portland, MI 48875
 Job Number: 1221 | 848392
 Description: WWTP Improvements



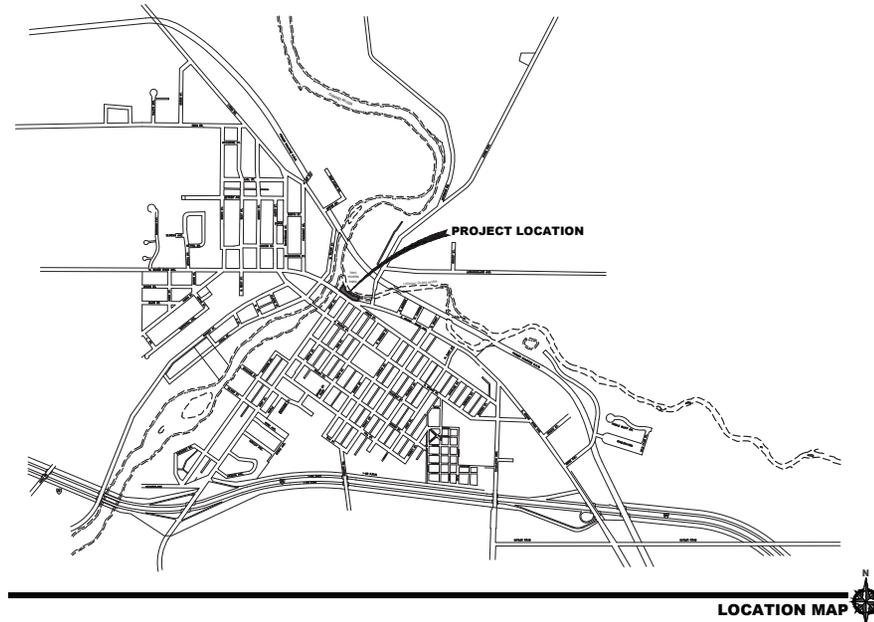
Trade Category	Subcontractor	Exhibit C Value	Change Order No. 1	Change Order No. 2	Change Order No. 3	CM Adj	Change Order No. 4	Change Order No. 5	Change Order No. 6	Change Order No. 7	Adj. Contract Amount	
Contract 1	Site Work & Excavation (WWTP)	Georgetown Excavating Hudsonville, MI	\$ 1,557,040.00	\$ 15,000.00	\$ (63,550.00)	\$ 36,050.00	\$ (4,921.00)	\$ 8,570.00	\$ 1,530,350.00	\$ 18,657.00	\$ 69,905.00	\$ 3,167,101.00
Contract 2	Concrete	Jelsema Concrete Kentwood, MI	\$ 684,595.00	\$ -	\$ -	\$ 3,534.00	\$ -	\$ 9,088.00	\$ -	\$ 8,550.00	\$ -	\$ 705,767.00
Contract 3	General Trades	First Peninsula Grand rapids, MI	\$ 656,125.00	\$ -	\$ 4,620.00	\$ 44,969.00	\$ -	\$ 3,784.65	\$ -	\$ -	\$ -	\$ 709,498.65
Contract 4	Painting	Murray Painting Freeland, MI	\$ 210,568.00	\$ -	\$ -	\$ -	\$ 12,158.00	\$ -	\$ -	\$ 44,447.00	\$ -	\$ 267,173.00
Contract 5	Mechanical	Midwest Power Systems Wixom, MI	\$ 4,527,209.20	\$ 11,405.69	\$ 12,600.00	\$ 6,528.50	\$ 13,900.00	\$ 5,952.20	\$ -	\$ 8,780.00	\$ -	\$ 4,586,375.59
Contract 6	Electrical, Instrumentation & Control	Superior Electric Lansing, MI	\$ 1,072,737.00	\$ -	\$ 14,306.00	\$ 3,052.00	\$ 4,921.00	\$ 6,857.00	\$ -	\$ 31,092.00	\$ -	\$ 1,132,965.00
Contract 7	Biosolids Storage Tank	Blue Water Storage Southfield, MI	\$ 488,780.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 488,780.00
Contract 8	Sanitary Sewer Improvements	Not Used	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contract 9	Cured-in-Place Pipe	Plummers Environmental Wayland, MI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,837.00	\$ -	\$ 149,837.00
Contract 10	River Crossing	Not Used	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contract 11	Masonry	616 Masonry Holland, MI	\$ 225,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000.00
Contract 12	Concrete Demo	Georgetown Excavating Hudsonville, MI	Included in C1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Owner's System Integrator WWTP	Windemuller Wayland, MI	\$ 49,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,750.00	\$ -	\$ 55,650.00
	Owner's System Integrator Lift Station	UIS Dexter, MI	\$ -	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500.00
	Total of Trades		\$ 9,471,954.20	\$ 26,405.69	\$ (28,524.00)	\$ 94,133.50	\$ 26,058.00	\$ 34,251.85	\$ 1,530,350.00	\$ 267,113.00	\$ 69,905.00	\$ 11,491,647.24
	General Conditions		\$ 313,700.00	\$ -	\$ -	\$ -	\$ -	\$ 38,400.00	\$ 5,600.00	\$ 1,400.00	\$ -	\$ 359,100.00
	Sub Total		\$ 9,785,654.20	\$ 26,405.69	\$ (28,524.00)	\$ 94,133.50	\$ 26,058.00	\$ 34,251.85	\$ 1,568,750.00	\$ 272,713.00	\$ 71,305.00	\$ 11,850,747.24
	Design-Builder's Fee		\$ 831,800.00	\$ 2,244.00	\$ 1,153.00	\$ 536.00	\$ -	\$ 1,688.00	\$ 133,344.00	\$ 19,635.00	\$ 5,942.00	\$ 996,342.00
	Sub Total		\$ 10,617,454.20	\$ 28,649.69	\$ (27,371.00)	\$ 94,669.50	\$ 26,058.00	\$ 35,939.85	\$ 1,702,094.00	\$ 292,348.00	\$ 77,247.00	\$ 12,847,089.24
	Basic Services - Design, VE & Pre-Construction		\$ 740,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 740,000.00
	Basic Services - Project Management, Administration & Site Superintendent		\$ 789,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,700.00	\$ 16,200.00	\$ -	\$ 908,700.00
	Sub Total Cost		\$ 12,147,254.20	\$ 28,649.69	\$ (27,371.00)	\$ 94,669.50	\$ 26,058.00	\$ 35,939.85	\$ 1,804,794.00	\$ 308,548.00	\$ 77,247.00	\$ 14,495,789.24
	Design-Builder's Contingency Allowance		\$ 602,745.80	\$ -	\$ 42,094.00	\$ (87,833.50)	\$ (26,058.00)	\$ (14,395.85)	\$ 83,100.00	\$ (340,664.76)	\$ 7,000.00	\$ 265,987.69
	Guaranteed Maximum Price		\$ 12,750,000.00	\$ 28,649.69	\$ 14,723.00	\$ 6,836.00	\$ -	\$ 21,544.00	\$ 1,887,894.00	\$ (32,116.76)	\$ 84,247.00	\$ 14,761,776.93



CITY OF PORTLAND
IONIA COUNTY, MICHIGAN

**IN COOPERATION WITH THE PORTLAND
 DOWNTOWN DEVELOPMENT AUTHORITY,
 THE RIGHT PLACE, AND THE MICHIGAN
 ECONOMIC DEVELOPMENT CORPORATION**

103 E. GRAND RIVER AVENUE PLAZA
JULY 2024



INDEX OF DRAWINGS

DESCRIPTION	SHEET NO.
COVER SHEET	G-001
DEMOLITION PLAN	V-101
DEMOLITION PHOTOS	V-102
SITE IMPROVEMENT PLAN	C-101
GRADING PLAN	C-102
RETAINING WALL SECTIONS	C-201
CONSTRUCTION NOTES & DETAILS	C-501 - C-502



2960 Lucerne Drive SE
 Grand Rapids, MI 49508
 P: 616.977.1000
 F: 616.977.1005

CITY OF PORTLAND
 IONIA COUNTY, MICHIGAN
 103 E. GRAND RIVER AVENUE PLAZA

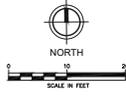
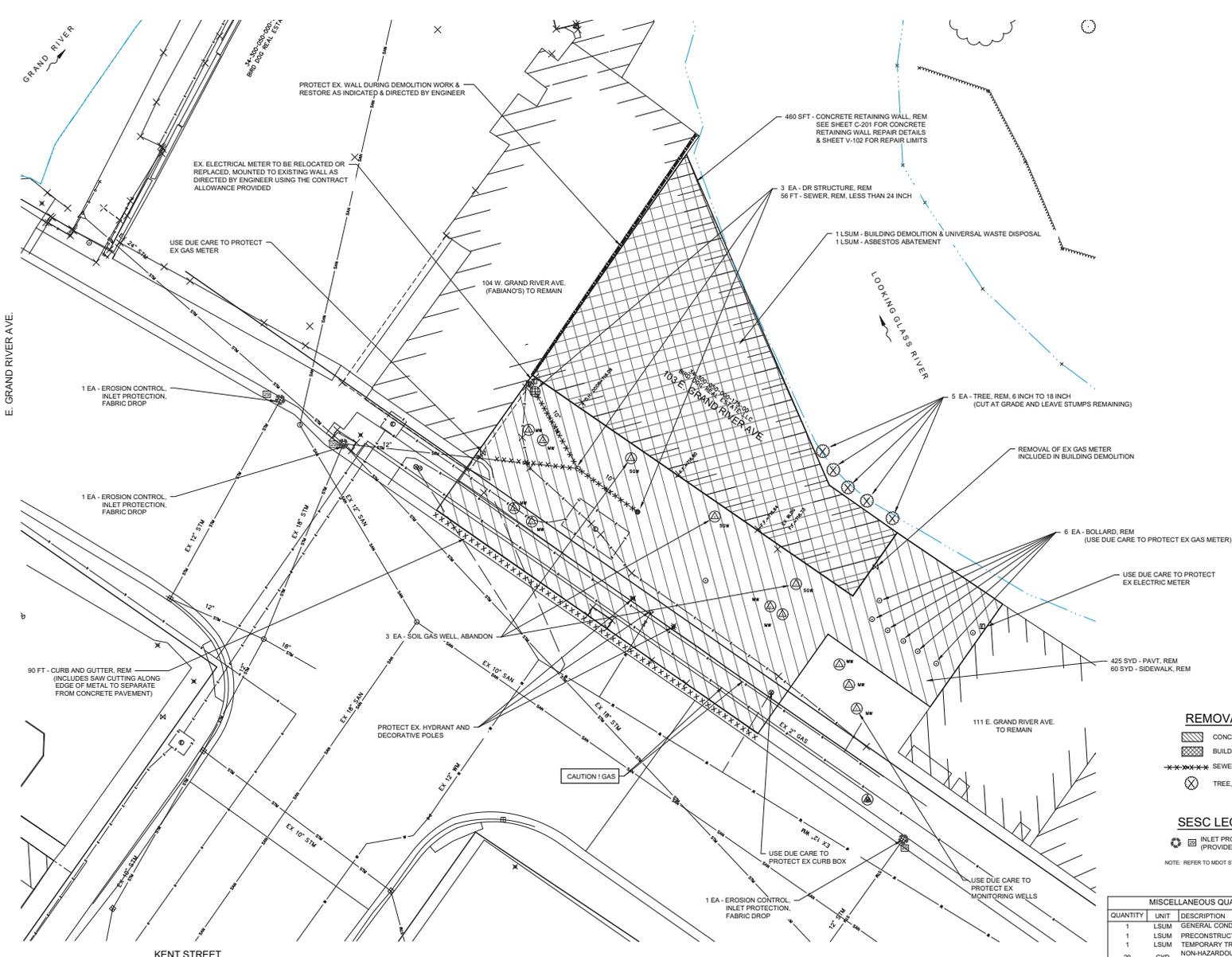
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Know what's below.
 Call before you dig.

JULY 2024
 REV. PROJECT NO.
 863980

G-001



REMOVAL LEGEND

- CONCRETE REMOVAL
- BUILDING REMOVAL
- SEWER REMOVAL
- TREE, REM

SESC LEGEND

- INLET PROTECTION FABRIC DROP (PROVIDE AT ALL CATCH BASINS)

NOTE: REFER TO MDT STANDARD PLAN R-86 SERIES FOR KEYING

MISCELLANEOUS QUANTITIES (THIS SHEET)		
QUANTITY	UNIT	DESCRIPTION
1	LSUM	GENERAL CONDITIONS, BONDS & INSURANCE, MAX 5%
1	LSUM	PRECONSTRUCTION VIDEO SURVEY
1	LSUM	TEMPORARY TRAFFIC CONTROL
20	CYD	NON-HAZARDOUS CONTAMINATED MATERIAL HANDLING AND DISPOSAL



2960 Lucerne Drive SE
Grand Rapids, MI 49508
P: 616.977.1000
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CITY OF PORTLAND
 IONIA COUNTY, MICHIGAN
 103 E. GRAND RIVER AVENUE PLAZA
 DEMOLITION PLAN

DESIGN TEAM: FLUOR DANIEL BANK
 PROJECT NO.: 863880_V101
 DATE: 07/15/24

JULY 2024
 REVISED BY: 863880

P:\10000000000000000000\103 E. Grand River Plaza\103 E. Grand River Plaza\103 E. Grand River Plaza_V101.dwg -- 07/15/2024 4:13:29 PM

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-84

**A RESOLUTION APPROVING PAY REQUEST NO. 4 TO THE
STATE OF MICHIGAN FOR WORK DONE ON THE
KENT STREET IMPROVEMENT PROJECT**

WHEREAS, the City was awarded a grant by Michigan Department of Transportation to construct certain street improvements to Kent Street Reconstruction Project and is grant administrator; and

WHEREAS, Fleis & Vanderbrink has submitted Pay Request No. 4 requesting a progress payment for work completed through September 4, 2024, a copy of Pay Request No. 4 is attached as Exhibit A; and

WHEREAS, the City Engineer on this Project has reviewed Pay Request No. 4 and is recommending that the City Council approve payment in the amount of \$104,276.09.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Engineer's recommendation to approve Pay Request No. 4 and authorizes payment in the amount of \$104,276.09 to the State of Michigan for work completed through September 4, 2024.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

Dated: October 7, 2024

Monique I. Miller, City Clerk



September 16, 2024

Via Email: citytreasurer@portland-michigan.org

Mindy Tolan, Treasurer
 City of Portland
 259 Kent Street
 Portland, MI 48875

RE: Kent Street Improvements – Review of MDOT Invoice Dated 9/4/24

Dear Mindy,

We have reviewed MDOT’s invoice dated September 4, 2024 for the Kent Street Improvements project. The invoicing covers Pay Estimates 8 and 9 made to CL Trucking. MDOT set up their invoicing to apply their funding for 81.85% of eligible costs until the grant amounts have been reached. The breakdown is as follows:

Activity	Total Cost	MDOT Grant Applied	City Share
Road/General	\$4,571.20	\$3,741.53	\$829.67
Water	\$600.00	N/A	\$600.00
Sewer	\$0.00	N/A	\$0.00
Advertising (Road)	\$0.00	\$0.00	\$0.00
Streetscape	\$205,742.74	\$102,896.32	\$102,846.42
Advertising (Streetscape)	\$0.00	\$0.00	\$0.00
Total	\$210,913.94	\$106,637.85	\$104,276.09

Based on our review of the invoicing, we recommend payment in the amount of \$104,276.09, as indicated. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK

Jonathan W. Moxey, P.E.
 Project Manager

Cc: Andrew Dymczyk, City Manager (citymanager@portland-michigan.org)

2960 Lucerne Drive SE
 Grand Rapids, MI 49546
 P: 616.977.1000
 F: 616.977.1005
www.fveng.com

STATEMENT	Customer Name	PAGE 1
	CITY OF PORTLAND	
Remit to: State of Michigan Attn: Finance Cashier P.O. Box 30648 Lansing MI 48909	Customer Account Number	Statement Closing Date
	MDOT00282	09-04-24
	AR Dept/BPRO	Due Date
	591:ACT51	10-04-24
		Amount Enclosed

Bill to:
CITY OF PORTLAND
PORTLAND CITY TREASURER
259 KENT STREET
PORTLAND MI 48875

Payment Method: Check Money Order

Please write Customer Account No. on front of Check or Money Order.
DO NOT MAIL CASH

Please check if address has changed. Write correct address on back of stub and attach with payment.

Please detach the above stub and return with your remittance payable to Dept. of Transportation

Transportation



ORIGINAL

Customer Account Number	Statement Closing Date
MDOT00282	09-04-24
Customer Name	IF YOU HAVE ANY QUESTIONS, PLEASE CALL
CITY OF PORTLAND	

Current Period Charges

Description	Date	Transaction ID	Charges
Payment - Thank you	08-09-24	CACR591240000010393	\$22,874.37
Payment - Thank you	08-09-24	CACR591240000010393	\$284,110.00
Payment - Thank you	08-09-24	CACR591240000010393	\$5,459.36
-	09-04-24	CARE1591REIM24001733	\$829.67
-	09-04-24	CARE1591REIM24001733	\$600.00
-	09-04-24	CARE1591REIM24001733	\$22,816.97
-	09-04-24	CARE1591REIM24001733	\$80,029.45

Important Customer Information

CONTACT :

MDOT
Michigan Department of Transportation
Statement Date: 09/06/2024

MDOT00282 - CITY OF PORTLAND

Program: 209474CON

Federal Project: 23A0992

Description: Kent St Reconstruct Kent Street from Academy Street to Grand River Avenue in conjunction with streetscape improvements and non-participating water main, sanitary sewer, and city electrical system improvements.

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description			
A00183	81.85	2023-5474 CITY OF PORTLAND			
			Current Budget	Cash Expenditures	Collected
Federal	415,438.30			406,352.73	
Local	222,095.70			90,107.53	50,117.77
					829.67

Funding Profile	Fed Pro Rata	Jrnl Description			
A00184		2023-5474 CITY OF PORTLAND			
			Current Budget	Cash Expenditures	Collected
Local	827,185.00			774,723.00	757,363.00
					600.00

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description			
A00183	81.85				
			Current Budget	Cash Expenditures	Collected
Federal	163.70			27.06	
Local	36.30			6.00	6.00
					0.00

Program: 217936CON

Federal Project: 23A1026

Description: Kent St Pedestrian Safety Improvements including widening of existing sidewalks expansion of curb bump-outs, tree and streetlight relocation or removal, addition of planter areas, signage and bike racks, and replacement of settled brick pavers.

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description			
A00165	81.85	2023-5475 CITY OF PORTLAND			
			Current Budget	Cash Expenditures	Collected
Federal	322,718.15			322,718.15	
Local	342,229.85			151,591.26	10,966.19
					102,846.42

Funding Profile	Fed Pro Rata	Jrnl Description			
A00166					
			Current Budget	Cash Expenditures	Collected
Local	2,000.00			2,000.00	0.00
					0.00

MDOT
Michigan Department of Transportation
Statement Date: 09/06/2024

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description			
A00165	81.85				
	Current Budget	Cash Expenditures	Collected	Balance Due	
Federal	81.85	27.06			
Local	18.15	6.00	6.00	0.00	

Vendor Code	Vendor Legal Name	Vendor Alias/DBA Name
MDOT00282	CITY OF PORTLAND	

Instruction: Instruction: Remit this listing of Balance Due by Program with the payment. Payments will be applied to all programs with a balance due, unless otherwise noted.

Statement Date: 09/06/2024
 Pay in Full (default if neither box is checked)
 Manual allocation specified by Program in Paid Amount below

Remittance information:
 State of Michigan
 Attention: Finance Cashier
 P.O. Box 30648
 Lansing, MI 48909

Program	Balance Due
209474CON -	1,429.67
217936CON -	102,846.42

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-85

**A RESOLUTION APPROVING ENERGY PURCHASES THROUGH THE
MICHIGAN PUBLIC POWER AGENCY**

WHEREAS, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, the City of Portland, as a member of the MPPA, entered into a transaction to meet a portion of its future load requirements, which now requires amendment and restatement of the power purchase commitment authorization, a memo from the Electric Superintendent and the amended and restated Power Purchase Commitment Authorization, are attached hereto as Exhibit A; and

WHEREAS, the City Manager and Electric Superintendent recommend that City Council approve the Power Purchase Commitment Authorization referenced above.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. Portland City Council authorizes the Electric Superintendent or City Manager to sign the amended and restated Power Purchase Commitment Authorization, attached hereto 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:

Dated: October 7, 2024

Monique I. Miller, City Clerk

Memo



To: City of Portland – Board of Light and Power

From: Todd Davlin, Electric Superintendent

Cc: Andrew Dymczyk, City Manager and Nikki Miller, City Clerk

Date: 9-24-2024

Re: **Action Item BLP 24-8A:** MPPA Capacity Transaction

MPPA executed a 10-year, 25 MW Capacity Purchase and Sale Agreement (“CPA”) with a Battery Energy Storage System (“BESS”) developer in January 2023, who was to construct a new BESS on or before June 1, 2026. The CPA was executed to obtain capacity for Member participants to meet their resource adequacy requirements in wholesale markets and reliability demonstration under Michigan law. The capacity to be provided from the BESS was subject to project development and BESS operating performance risk. The CPA was contingent on the project reaching the contracted Commercial Operation Date and, thereafter, the quantity of capacity would be influenced by BESS operating performance and accreditation rules of the wholesale market operator.

The BESS developer communicated potential development delays to MPPA driven by development challenges. To ensure these challenges did not cause delays and/or potential disputes under the CPA, MPPA and the BESS developer agreed to terminate the CPA and replace it with a financially firm capacity transaction known as a Zonal Resource Credit (“ZRC”). The capacity in the Replacement ZRC Confirmation is the same price, term, quantity, and start date as in the CPA. The Replacement ZRC Confirmation contains a higher performance security than the CPA. The Replacement ZRC Confirmation eliminates development risk, operating performance risk and comes with greater financial support.

Action Item BLP 24-7A – Recommend that City Council approve the amended and restated power purchase commitment between the City of Portland and the Michigan Public Power Agency authorizing the termination of a Capacity Purchase and Sale Agreement (CPA) and replacing that purchase with a financially firm capacity transaction. The capacity transaction is the same price, term, quantity, and start date as in the CPA. Both transactions are with White Ox, LLC.



ENERGY SERVICES PROJECT (“ESP”) Amended and Restated Power Purchase Commitment Authorization

This Amended and Restated Power Purchase Commitment Authorization (“Amended and Restated PPC”) is made and entered into as of _____, 2024, by and between Michigan Public Power Agency (“MPPA”), a joint agency of the State of Michigan created pursuant to 1976 PA 448, and the City of Portland (the “Participant”).

WHEREAS, MPPA and White Ox, LLC (“White Ox”) entered into a Capacity Purchase and Sale Agreement (“CPA”) whereby White Ox agreed to sell to MPPA (on behalf of its participating members) a certain amount of Midcontinent Independent System Operator (“MISO”) Local Resource Zone 7 (“LRZ 7”) Zonal Resource Credits (“ZRCs”) generated from a Battery Energy Storage System (“BESS”) to be constructed by White Ox in Michigan;

WHEREAS, MPPA and Participant previously executed a power purchase commitment that entitled Participant to receive and pay for a percentage share of MISO LRZ 7 ZRCs produced from the BESS pursuant to the CPA executed between MPPA and White Ox;

WHEREAS, White Ox has identified and communicated challenges to MPPA in contracting the other power products from the BESS as well as concerns with conforming to wholesale market rules when two or more market participants are representing the resource in wholesale power markets;

WHEREAS, to avoid potential delays in reaching the contracted commercial operation date under the CPA and/or disputes associated with the development challenges, MPPA and White Ox negotiated a Mutual Termination of the CPA (“CPA Termination”) and an EEI Agreement Long Form MISO ZRC Confirmation (“Replacement ZRC Confirmation”) to replace the ZRCs in the CPA;

WHEREAS, the ZRCs in the Replacement ZRC Confirmation have the same price, quantity, start date, and term length as in the CPA but provides the participants with added financial security and lower financial risk;

WHEREAS, MPPA staff reviewed the terms and conditions of the CPA Termination and Replacement ZRC Confirmation at an ESP Committee Meeting on August 29, 2024;

WHEREAS, the ESP Committee, at their August 29, 2024, meeting, voted to recommend that the BOC approve MPPA executing the CPA Termination and Replacement ZRC Confirmation;

WHEREAS, the BOC, at a regularly scheduled meeting on September 11, 2024, passed a resolution approving the CPA Termination and Replacement ZRC Confirmation;

WHEREAS, the CPA Termination and Replacement ZRC Confirmation have an effectiveness clause that conditions the effectiveness of these two agreements on MPPA obtaining executed power purchase commitments from each of the fifteen (15) participants to the CPA Termination and Replacement ZRC Confirmation; and

WHEREAS, this authorization is being executed by the Participant as an Amended and Restated PPC between the Participant and MPPA to acknowledge their responsibility to pay for and receive the benefits of Participant's percentage share of ZRCs provided from the Replacement ZRC Confirmation between MPPA and White Ox.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained herein, it is hereby agreed by and between the MPPA and the Participant as follows:

Section 1. Terminated CPA and Replacement ZRC Confirmation

The CPA Termination and Replacement ZRC Confirmation are the agreements between MPPA and White Ox.

Section 2. Delivery Location

MISO LRZ 7, as is presently defined in the MISO Tariff.

Section 3. Product

ZRCs delivered from within LRZ 7. One ZRC represents one (1) MW of unforced capacity as defined in the MISO Tariff.

The ZRCs being procured from the Replacement ZRC Confirmation are part of a portfolio of ZRCs used to meet Participant's capacity demonstration requirements under Michigan Public Act 341 and resource adequacy requirements of the MISO.

Section 4. Term

The term of the Amended and Restated PPC is ten (10) years and will begin on June 1, 2026.

Section 5. Quantity

The Participant is allocated the following percentage share of ZRCs provided to MPPA under the Replacement ZRC Confirmation:

MPPA CPA ZRCs	Participant's Allocation %: Years 1-10	Participant's ZRC Quantity Per Year: Years 1-10
25 MW	.80%	.2 MW

Section 6. Payment

The Participant will pay MPPA the contract rate in the Replacement ZRC Confirmation for the Participant's ZRC Quantity. Over the term of the Amended and Restated PPC, the financial commitment is \$111,586.

Section 7. Energy Services Agreement

This Amended and Restated PPC is subject to the terms and provisions of the Energy Services Agreement ("ESA") between MPPA and the Participant. In the event the terms of this Amended and Restated PPC conflict with the ESA, the ESA shall control.

Section 8. Evidence

Authority of the Participant's Member Authorized Representative ("MAR") to execute this Amended and Restated PPC is evidenced through a Participant resolution passed appropriately by the Participant's governing body or through the meeting minutes of the Participant's governing body where approval was granted to the MAR to execute this Amended and Restated PPC.

Section 9. Effectiveness

This Amended and Restated PPC is not effective until MPPA has received executed power purchase commitment authorizations from all other Members of MPPA who have their own respective power purchase commitment with MPPA for their quantity under the Replacement ZRC Confirmation.

Section 10. Effect of this Amended and Restated PPC

Except for the ESA, this Amended and Restated PPC supersedes any and all other power purchase commitments, either oral or written, between MPPA and Participant with respect to the original CPA with White Ox.

Member Authorized Representative

Its: _____

By: _____

Dated: _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-86

**A RESOLUTION APPROVING THE PURCHASE OF A CONTROL
PANEL FOR THE GRANT STREET SUBSTATION PROJECT FOR THE
ELECTRIC DEPARTMENT**

WHEREAS, the City of Portland, through its Electric Department, is in the process of building a new substation for the City's electrical system; and

WHEREAS, timing for building and installing a control panel fits within the overall project budget and scope: and;

WHEREAS, the Board of Light and Power recommends the approval of Theka Engineering's proposal to build a control panel for the Grant Street substation at a cost not to exceed \$54,269.00, a copy of the recommendation and quote are attached as Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation from the Board of Light and Power to purchase a control panel from Theka Engineering for the Grant Street Substation Project at a cost not to exceed \$54,269.00, a copy of the recommendation and quote are attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

Dated: October 7, 2024

Monique I. Miller, City Clerk

Memo



To: City of Portland Board of Light and Power

From: Todd Davlin, Electric Superintendent

Cc: Andrew Dymczyk, City Manager and Nikki Miller, City Clerk

Date: 9-23-2024

Re: Theka – Grant Street Substation Control Panel

A control panel must be constructed for the Grant Street Substation. Based on equipment delivery schedules now is an appropriate time to approve panel build. Theka is our engineer, and control panel builder. Theka has provided a proposal to construct the control panel. The cost, scope and schedule for panel construction all conform with the overall project budget, scope, and schedule. Based on more than 20 years of experience working with Newkirk/Theka building switch gear, motor control centers and control panels, I am confident that Theka will build a quality control panel, and their price is competitive.

Action Item BLP 24-9D – Recommend that City Council approve Theka’s proposal to build a control panel for the Grant Street Substation. The estimated cost of the control panel is \$54,269.00.

August 12, 2024

Todd Davlin
CITY OF PORTLAND

RE: Grant St Substation – Relay and SCADA Enclosure

Dear Mr. Davlin

Theka Associates is pleased to provide a quotation to build and supply an outdoor protective relay & SCADA enclosure for the City of Portland's Grant St. Substation.

Scope:

We propose to build the outdoor relay cabinet per the Grant St. bid documents and drawings. Specifically, this includes the following material and labor components.

- (1) – Outdoor rated NEMA 3R rack mount enclosure with heater.
- (2) – SEL-751 relays
- (1) – SEL-787 relay
- (1) – SEL-735 relay
- (1) – SEL-2407 GPS clock w/ antenna
- (1) – Electro switch control switch
- (1) – Electro switch lock out relay
- (3) – ABB rack mount relay test switches
- (1) – Tripp Lite rack mount testing outlets
- (1) – Rack mount fiber optic patch panel
- (1) – Orion MX substation RTU
- Fuse Blocks, fuses, terminal blocks, wiring, lugs, labels, etc. to deliver a complete project
- SEL fiber optic transducers and communication cables as required to interconnect IEDs to substation RTU.
- Electrical technician labor to assemble and wire the panel.
- Engineering labor to functionally test / checkout the panel at the shop.
- Delivery of the panel to the site.
- Maintain redlines detailing any fabrication changes/corrections from the fabrication drawings.

We anticipate a 26-week lead time ARO to deliver the finished panel.

Clarifications:

The following scope is by the Substation design engineer and is therefore excluded from this scope.

- Panel design, layout, schematics, wiring diagrams, as built drawings
- Onsite checkout and startup
- Protective relay settings and protective relay testing
- RTU setting development and point lists

Pricing:

Lump sum pricing for the above scope of work is \$54,269.

Unless working under a mutually agreed upon contract, Theka's standard terms and conditions apply and are attached to this proposal.

Please contact me with any questions or concerns regarding this proposal or to schedule this project.

Sincerely,

THEKA ASSOCIATES, INC.



Ryan Caauwe, P.E.
Senior Electrical Engineer
231.724.4034
rjcaauwe@theka-engineering.com



PROFESSIONAL SERVICES TERMS AND CONDITIONS

These Professional Services Terms and Conditions (PSTC) represent the entire integrated agreement between Theka and Client and control and govern any services rendered by Theka or requested by Client for the Project.

- 1. Scope of Services.** Theka shall proceed with the services (Services) outlined in its Proposal which is incorporated by reference. Any Client purchase order or other document authorizing Theka to proceed shall be governed by this PSTC. If there is any conflict between this PSTC and any Client document, this PSTC shall control. Theka's agreement to provide Services is expressly conditioned on Client's assent to the terms of this PSTC notwithstanding any conflicting terms or conditions of Client which Theka expressly rejects, unless otherwise agreed to by the Parties in writing.
- 2. Compensation & Payment.** Client shall pay Theka for Services in accordance with the fee arrangement stated in the Proposal. Theka will invoice Client monthly according to the progress of the Services. Client shall pay invoices no later than thirty (30) days from invoice date. If Client disputes any portion of an invoice, Client shall notify Theka of such dispute within ten (10) days of receipt of the invoice. Client shall pay the undisputed portion of the invoice in accordance with these terms. Theka shall be entitled to suspend services for nonpayment of any undisputed portion of an invoice upon seven (7) days' notice to Client.
- 3. Additional Services.** The Proposal defines the scope of Services. Theka shall not be obligated to perform any added or changed services (collectively Additional Services) until the Theka and Client agree to an equitable adjustment in compensation and schedule.
- 4. Insurance.** Theka shall maintain typical general liability, auto, workers compensation, and professional liability insurance. Theka and Client, for themselves and on behalf of their insurance carriers, waive any right or cause of action for any loss of or damage to any of their property (whether or not such loss or damage is due to the fault or negligence of the other party or anyone for whom that other party may be responsible), to the extent such loss or damage is covered by insurance.
- 5. Client Duties.** Client shall provide: (a) information about the physical characteristics of the worksite, such as surveys, legal descriptions, drawings depicting existing conditions including accurate locations of subsurface structures or utilities; and (b) tests, inspections, and other reports as to environmental matters, hazardous substances, and other existing conditions. Theka shall be entitled to rely on the adequacy and accuracy of any information, including design criteria, furnished by the project Owner, Client, or their design professionals and separate contractors, and shall not be responsible for any damage to subsurface structures or utilities omitted from or inaccurately depicted in Owner or Client information. Client shall be solely responsible for all aspects of site security and for obtaining any necessary permission from any third-party property owners for access to or use of their property.
- 6. Hazardous Substances.** Theka shall have no responsibility for the investigation, analysis, discovery, presence, handling, removal, disposal, or exposure to persons of hazardous substances of any form.
- 7. Hidden Conditions.** A condition is hidden if concealed by existing circumstances or is not capable of investigation by reasonable visual observation. If Theka encounters a hidden, latent, unusual, or unknown condition, Theka may suspend all or a portion of the Services affected until further direction from Client and until any necessary equitable adjustment in compensation and schedule.
- 8. Cost Estimates.** Theka and its consultants do not have control over the cost or availability of labor, materials, equipment, contractors' methods of pricing, competitive bidding, or negotiating conditions. Accordingly, Theka and its consultants do not warrant or represent that any proposal, prices, or bids will not vary from Client's or Owner's budget or from any estimate prepared by Theka or its consultants.
- 9. Standard of Care.** Theka shall perform the Services in a manner consistent with the level of care and skill ordinarily exercised by members of the same profession in the same location under similar conditions. Theka makes no express or implied warranty of any sort and expressly disclaims any warranties, including the warranty of merchantability or warranty of fitness for a particular purpose.
- 10. Safety.** The professional activities of Theka or the presence of Theka or its subconsultants on the worksite shall not relieve any other entity of its duties and responsibilities, including construction means, methods, sequences, techniques, or procedures necessary for performing, superintending, or coordinating all portions of the work of the Project in accordance with applicable laws or regulatory obligations, including those related to safety and health.
- 11. Construction Activities.** If construction observation services are included in the Proposal, Theka shall visit the site at intervals appropriate to the stage of construction or as otherwise agreed in the Proposal, to observe the general progress and quality of the work completed by Client's contractor. Such visit is not intended to be an exhaustive check or detailed inspection of the work, but rather is to allow Theka to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the contract documents. Based on this general observation, Theka will inform Client of Theka's observations.
- 12. Delays/Schedule.** Theka will perform based upon a mutually agreed schedule. Theka shall not be liable for delays in performance due to any circumstances beyond Theka's reasonable control.

13. **Right to Cure.** Client shall promptly report any defects or suspected defects in Theka's Services and afford Theka a reasonable opportunity to investigate and address the circumstance. Failure by Client to timely notify Theka or give Theka an opportunity to inspect and address the circumstance as reasonably requested by Theka, shall relieve Theka of the costs of remedying the defects.
14. **Work Product.** All documents produced by Theka or its consultants, including calculations, estimates, and electronic files (Work Product), shall remain the property of Theka and Theka shall retain all common law, statutory, and other reserved rights, including copyright. Client shall not use any Work Product for any purpose except as related to the Project without Theka's written consent. Any reuse or modification to the Work Product by Client for purposes other than the Project shall be at the sole risk of Client who shall defend, indemnify, and hold Theka and its subconsultants harmless from any claims or damages arising from such use or modification. Any Work Product produced in electronic form (E-Data) is not a contract document and cannot be relied upon because of changes or errors induced by translation, transmission, or alterations while under the control of others. Use of E-Data is at the user's sole risk and without liability to Theka and its consultants. Client accepts the risks associated with and the responsibility for any damage to hardware, software, computer system, or networks related to any use of E-Data.
15. **Electronic Security.** Theka commits to maintaining industry-standard cybersecurity practices to safeguard the development, maintenance, and interaction with Client software and networks. Despite these efforts, Theka cannot assure absolute security and will not be liable for any losses or damages arising from cyber incidents that are not the result of its sole gross negligence or willful misconduct. Client must cooperate by providing necessary information and access to facilitate these security measures and must promptly notify Theka of any known vulnerabilities or breaches within their systems. Upon the completion of the Services, Theka will not be responsible for any future maintenance or security of the Client's systems. The Client acknowledges that ongoing maintenance and security are its sole responsibility, and Theka shall bear no liability for any issues, losses, or damages.
16. **Limitation of Liability.** In recognition of the relative risks and benefits of the Project to Client and Theka and Theka's consultants, the risks have been allocated such that Client agrees to limit the liability of Theka and its subconsultants to Client and anyone making claims through Client on the Project for any and all claims, losses, expenses (including attorney fees), and damages so that the total aggregate liability of Theka and its subconsultants to all those named shall not exceed the amount payable by insurance coverage plus the amount of Theka's compensation received for the Services performed. This risk allocation applies regardless of the cause of action or legal theory asserted.
17. **Indemnity.** To the fullest extent permitted by law, Client shall indemnify, defend, and hold harmless Theka and its consultants from all liability, claims, demands, losses, and damages (including reasonable attorney fees) to the extent caused in whole or in part by Client's acts, errors, or omissions and those of anyone from whom Client is responsible. Theka shall indemnify the Client, subject to the Limitation of Liability, for damages to the extent arising from Theka's own negligent acts, errors, or omissions.
18. **Consequential Damages.** The Parties waive claims against each other for consequential, incidental, or special damages, including loss of use, lost profits or income, rental expenses, unrealized tax or investment incentives, and increased operating or maintenance expenses arising out of or related to this PSTC or the Project.
19. **Waiver.** The failure of either Party to enforce any right or remedy in this PSTC shall not be deemed a waiver of that right or remedy on a subsequent occasion or a waiver of any other right or remedy.
20. **No Set Off.** Client shall not be entitled to set off against any Theka invoiced amounts due or to become due from Client any amounts due or to become due to Theka.
21. **Termination.** Either party may terminate the Services upon ten (10) days' notice should the other party fail to perform its obligations. Client shall pay Theka for all Services rendered to the date of termination, reimbursable expenses, and any termination expenses.
22. **Modification.** This PSTC may not be modified except by a written amendment signed by both parties.
23. **Interpretation.** The PSTC shall not be construed against the drafter and shall be construed in a neutral manner. If any provision of this PSTC is invalid or unenforceable, the remainder of this PSTC shall not be affected, and each provision of this PSTC shall be enforceable to the fullest extent permitted. This PSTC represents the entire integrated agreement between the Parties.
24. **Notices.** Any notice required under this PSTC shall be in writing.
25. **Dispute Resolution.** The Parties shall use good faith efforts to promptly resolve any dispute arising from this PSTC or the Services through direct discussions. If the Parties do not resolve a dispute within 30 days after a claim is made, the Parties shall submit such claim to non-binding mediation. If the Parties cannot agree on a mediator, the claim shall be submitted to the American Arbitration Association (AAA) for mediation in accordance with AAA's Construction Arbitration and Mediation Rules. If the Parties do not resolve any dispute within 60 days from the date mediation is requested, the dispute shall then be resolved exclusively by arbitration, administered by the AAA, or privately administered under the AAA rules if the Parties so agree. A party's refusal to participate in mediation after the other party's reasonable request for mediation shall be deemed a waiver of condition precedent. Mediation and arbitration shall occur exclusively in Muskegon, Michigan. The arbitration award shall be final, binding, and enforceable in a court of competent jurisdiction. This PSTC shall be deemed to have been made in Muskegon County, Michigan and is governed by Michigan law irrespective of any conflicts of law.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-87

A RESOLUTION TO OPT OUT OF THE LOW-INCOME ENERGY ASSISTANCE FUND CREATED BY PUBLIC ACT 95 OF 2013

WHEREAS, on July 1, 2013, the State of Michigan passed Public Act 95 (PA 95) that requires all electric utilities to charge up to \$0.99 per month on customer bills to raise revenue that would go into the Low-Income Energy Assistance Fund administered by the State to provide heating assistance to needy individuals; and

WHEREAS, City staff have projected that this could cost City Electric customers up to \$30,000 per year; and

WHEREAS, PA 95 provides that a municipally owned electric utility or a cooperative electric utility may annually opt out of collecting funds for the Low-Income Energy Assistance Fund and that a utility that opts out cannot shut off electricity to a residential customer from November 1 to April 15 for nonpayment of a delinquent account; and

WHEREAS, the City of Portland has previously adopted electric shut-off rules that protect low-income and senior citizens from electric shutoffs from November 1 to April 15 and that opting out of collecting funds for the Low-Income Energy Assistance Fund would extend protection from shut-offs during the heating season to all residential customers and not raise all customers rates by up to \$0.99 per month; and

WHEREAS, the City of Portland has opted out of this program since 2013.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves opting out of collecting funds for the Low-Income Energy Assistance Fund for the next year rather than raising all customers' electric bills by up to \$0.99 per month.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

Dated: October 7, 2024

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 24-88

**A RESOLUTION APPROVING THE PROPOSAL FROM
NEWKIRK ELECTRIC ASSOCIATES TO CONSTRUCT THE GRANT
STREET SUBSTATION FOR THE ELECTRIC DEPARTMENT**

WHEREAS, the City of Portland, through its Electric Department, is in the process of building a new substation for the City's electrical system; and

WHEREAS, the Board of Light and Power recommends the approval of Newkirk Electric Associates to construct the Grant Street Substation at an estimated cost of \$1,646,929.00, a copy of the recommendation and agreement are attached as Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation from the Board of Light and Power to approve an agreement with Newkirk Electric Associates to construct the Grant Street Substation at an estimated cost of \$1,646,929.00, a copy of the recommendation and agreement are attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

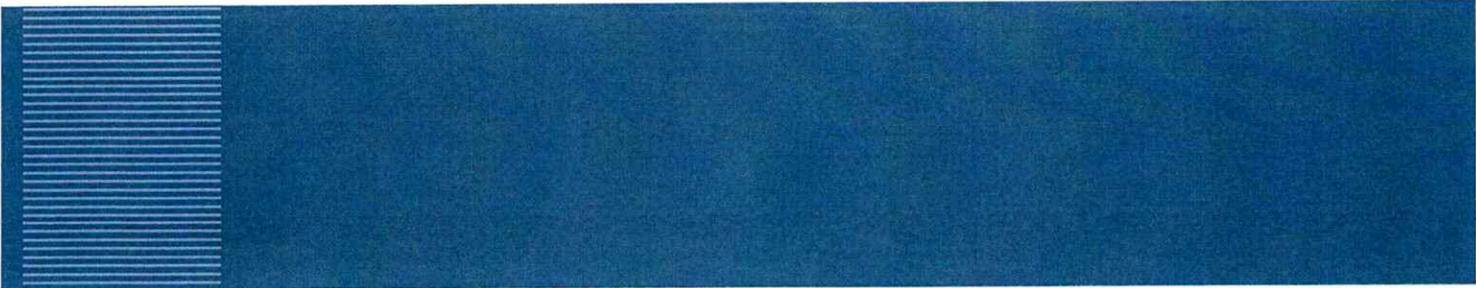
Nays:

Absent:

Abstain:

Dated: October 7, 2024

Monique I. Miller, City Clerk



**GRANT STREET SUBSTATION
CONSTRUCTION ACTIVITIES
*CITY OF PORTLAND***

OCTOBER 3RD, 2024

DOCUMENT 00 41 13

BID TABULATION FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

To: City of Portland Board of Light & Power
ATTN: Todd Davlin
723 E Grand River Ave
Portland, MI 48875

Project: Grant Street Substation Construction

Date: October 3, 2024

Submitted by: Newkirk Electric Associates, Inc.
(full name and address)

1875 Roberts Street

Muskegon, MI 49442

1. OFFER

Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by Engineer for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Price of:

\$ 1,646,929.00 dollars, in lawful money of the United States of America.

We have included the security Bid Bond as required by the Instruction to Bidders.

All applicable federal taxes are included and State of Michigan taxes are included in the Bid Price.

2. COST BREAKDOWN

The stipulated price bid is broken down per the Schedule of Values submitted along with this Bid.

3. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for sixty days from the bid closing date.

If this bid is accepted by the Owner within the time period stated above, we will:

- Execute the Agreement within seven days of receipt of Notice of Award.
- Furnish the required bonds within seven days of receipt of Notice of Award.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required bonds, the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required security deposit will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

4. CONTRACT TIME

We acknowledge that the Owner requires the Project to be Substantially Complete and ready for service no later than March 31, 2026.

5. CHANGES TO THE WORK

When the Engineer establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee shall be:

25 percent overhead and profit on the net cost of our own Work;

10 percent on the gross cost of work done by any Subcontractor.

On work deleted from the Contract, our credit to the Owner shall be the Engineer approved net cost plus 15 of the overhead and profit percentage noted above.

6. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Price.

Addendum # 1 Dated 06-11-2024

Addendum # 2 Dated 06-26-2024

Addendum # 3 Dated 10-01-2024

Addendum # _____ Dated _____

7. APPENDICES

The following documents are attached to and made a condition of the Bid:

- Michigan Qualification
- References
- General Bidder Information
- List of Exceptions to Contract Documents / Technical Specifications

CONTRACT EXCEPTIONS

CONTRACT EXCEPTIONS

05-AGREEMENT

In section 2.1, change Q2 to Q3, due to Q2 timeframe already being past due.

07-SUPPLEMENTAL CONDITIONS

*In section 10, second bullet point, "Any environmental condition that is actionable under any federal, state, or local environmental law or regulation." Add "**due to Contractor's negligent performance of the work**" between actionable and under.*

It will now read, "Any environmental condition that is actionable due to Contractor's negligent performance of the work under any federal, state, or local environmental law or regulation."

*In the last paragraph, remove "**indirect or consequential**" from "Contractor's indemnification obligation shall include court costs, attorney's fees, administrative costs and penalties, statutory fines and penalties, costs incurred for demolishing and rebuilding or relocating the improvements on the project site and job site and any other direct, indirect or consequential damages incurred by Owner.*

It will now read, "Contractor's indemnification obligation shall include court costs, attorney's fees, administrative costs and penalties, statutory fines and penalties, costs incurred for demolishing and rebuilding or relocating the improvements on the project site and job site and any other direct, damages incurred by Owner. It will now read,



CLARIFICATIONS

CLARIFICATIONS

- 1. It is assumed that the municipality of the City of Portland is tax-exempt; therefore, Michigan sales tax has been excluded from all purchased materials.*
- 2. Due to the current material availability / pricing for this project, our proposal is valid until 10-15-2024; after which time if a Notice to Proceed is not issued for material purchase, then this price is subject to change due to material escalation costs.*

AGREEMENT

This AGREEMENT is dated as of the 8th day of October in the year 2024 and is between the City of Portland MI acting through its Board of Light and Power hereinafter referred to as OWNER with office located at 723 E Grand River Avenue, Portland, Michigan 48875, and Newark Electric Associates, Inc. hereinafter referred to as CONTRACTOR, a company duly licensed as a contractor in the State of Michigan with offices located at 1875 Paloua St. Muskegon, MI 49442. OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The substation shall consist of (1) overhead 46kV line entrance, (1) power transformer, a low-profile rigid bus arrangement, and (6) underground distribution exits. Additionally, the substation will be enclosed by a 10' high vinyl coated chain link fence. OWNER will provide some major equipment including power transformer, voltage regulators, 46kV circuit breaker, 15kV reclosers, and outdoor relay cabinet. The bidder shall provide ALL other materials and labor for a complete project including but not limited to: Site preparation, foundations, ground mat, oil containment, structural steel, conduit system, setting of Owner purchased equipment, fence, bus and bus fittings, control cable & terminations, and fencing.

The substation shall consist of (1) overhead 46kV line entrance, (1) power transformer, a low-profile rigid bus arrangement, and (6) underground distribution exits. Additionally, the substation will be enclosed by a 10' high vinyl coated chain link fence. OWNER will provide some major equipment including power transformer, voltage regulators, 46kV circuit breaker, 15kV reclosers, and outdoor relay cabinet. The bidder shall provide ALL other materials and labor for a complete project including but not limited to: Site preparation, foundations, ground mat, oil containment, structural steel, conduit system, setting of Owner purchased equipment, fence, bus and bus fittings, control cable & terminations, and fencing.

Article 2. CONTRACT TIME.

2.1 The Work shall begin after a contract is signed in Q3 of 2024. (TOD 10/4/2024) Portland Board of Light and Power requires that Grant Street Substation be substantially completed and ready for

service by March 31, 2026. Substantial completion shall account for (2) two weeks of testing and checkout by Engineer.

- 2.2 *Liquidated Damages.* OWNER and CONTRACTOR recognize that time is of the essence in the performance of this Agreement and that OWNER will suffer financial loss if the Work is not completed within the times specified in paragraph 2.1 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The OWNER and CONTRACTOR further acknowledge that the damages and expenses incurred by the Owner for failure to perform the Work in accordance with the contract may be difficult to prove in a legal proceeding to establish the actual loss suffered by the OWNER if the Work is not completed on time. The OWNER and CONTRACTOR agree that as liquidated damages and not as a penalty, the Contractor shall pay to Owner the sum of \$500 for each day that expires after the substantial completion date specified in Article 2.1, but shall not exceed 10% of the total Contract amount.

Article 3. CONTRACT PRICE

- 3.1 OWNER shall pay CONTRACTOR for the Work in accordance with the Contract Documents in current funds as follows:

\$1,646,929.00

[insert here a lump sum and unit prices or both, or unit price schedules, formulae for escalation of prices, information as to alternatives, etc.]

Article 4. PAYMENT PROCEDURES

CONTRACTOR shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Owner as provided in the General Conditions.

- 4.1 *Progress Payments; Retainage*

- 4.2 Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 1st day of each month during performance of the Work as provided in 4.3 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of

- 4.2. *Final Payment.* Upon final completion and acceptance of the Work in accordance with paragraph 14.07 of the General Conditions, OWNER shall pay the remainder of the Contract Price as provided in said paragraph 14.07.

Article 5. INTEREST.

All monies not paid when due as provided in Article 14 of the General conditions shall bear interest at the rate of 1 percent per month.

Article 6. CONTRACTOR'S REPRESENTATIONS

In order to induce OWNER to enter into this Agreement, CONTRACTOR makes the following representations:

- 6.1 CONTRACTOR has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.
- 6.2 CONTRACTOR has studied carefully all reports and investigations which are identified in paragraph 4.2 of the General Conditions, and accepts the determination set as to the extent of the technical data contained in such reports and drawings upon which CONTRACTOR is entitled to rely.
- 6.3 CONTRACTOR has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, tests, reports and studies (in addition to or to supplement those referred to in paragraph 6.2 above) which may affect the cost, progress, performance or furnishing of the Work as CONTRACTOR considers necessary for the performance or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the contract Documents, including specifically the provisions of paragraph 4.2 of the General Conditions; and no additional examinations, investigations, tests, reports, studies or similar information or data are or will be required by CONTRACTOR for such purposes.
- 6.4 CONTRACTOR has correlated the results of all such observations, examinations, investigations, tests, reports and studies with the terms and conditions of the Contract Documents.

6.5 CONTRACTOR has given OWNER written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof is acceptable to CONTRACTOR.

Article 7. CONTRACT DOCUMENTS

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

- 7.1 Invitation to Bid
- 7.2 Instructions to Bidders
- 7.3 This Agreement (pages 1 to 7, inclusive)
- 7.4 Performance and Payment Bonds, identified as Exhibits _____.
- 7.5 Notice of Award.
- 7.6 General Conditions (pages 1 to 68 inclusive).
- 7.7 Supplementary Conditions (pages 1 to 4, inclusive).
- 7.8 Technical specifications prepared by Theka Associates bearing the title City of Portland Board of Light and Power **Grant Street Substation** .
- 7.9 Technical drawings prepared by Theka Associates bearing the title City of Portland Board of Light and Power **Grant Street Substation**. (Sheets per Title Page)
- 7.12 Addenda numbers ____ to _____, inclusive.
- 7.13 CONTRACTOR's BID (pages ____ to ____, inclusive).
- 7.14 Schedule of Values (as submitted by Contractor during bid)
- 7.15 Certificates of Insurance conforming to the General and Supplementary Conditions.
- 7.16 The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: All Written Amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to paragraphs 3.4 and 3.5 of the General Conditions.

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be amended, modified or supplemented as provided in paragraphs 3.4 and 3.5 of the General Conditions.

Article 8. MISCELLANEOUS

- 8.1 Terms used in this Agreement are defined in Article 1 of the General Conditions.
- 8.2 No assignment by a party hereto of any rights or duties, including performance obligations under or interests in the Contract Documents will be binding on another party hereto without the prior written consent of the party sought to be bound; and specifically but without limitation monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.
- 8.3 OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first written above.

OWNER: City of Portland MI

CONTRACTOR: _____

By: _____
 , Mayor

By: _____

Title: _____

Attest: _____
 , City Clerk

Attest: _____

Date: _____

Date: _____

Approved as to Form:

By: _____
 , City Attorney

Date: _____



**GRANT STREET SUBSTATION
CONSTRUCTION ACTIVITIES
*CITY OF PORTLAND***

OCTOBER 3RD, 2024

BID TABULATION FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

To: City of Portland Board of Light & Power
ATTN: Todd Davlin
723 E Grand River Ave
Portland, MI 48875

Project: Grant Street Substation Construction

Date: October 3, 2024

Submitted by: Newkirk Electric Associates, Inc.
(full name and address)

1875 Roberts Street

Muskegon, MI 49442

1. OFFER

Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by Engineer for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Price of:

\$ 1,646,929.00 dollars, in lawful money of the United States of America.

We have included the security Bid Bond as required by the Instruction to Bidders.

All applicable federal taxes are included and State of Michigan taxes are included in the Bid Price.

2. COST BREAKDOWN

The stipulated price bid is broken down per the Schedule of Values submitted along with this Bid.

3. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for sixty days from the bid closing date.

If this bid is accepted by the Owner within the time period stated above, we will:

- Execute the Agreement within seven days of receipt of Notice of Award.
- Furnish the required bonds within seven days of receipt of Notice of Award.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required bonds, the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required security deposit will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

4. CONTRACT TIME

We acknowledge that the Owner requires the Project to be Substantially Complete and ready for service no later than March 31, 2026.

5. CHANGES TO THE WORK

When the Engineer establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee shall be:

25 percent overhead and profit on the net cost of our own Work;

10 percent on the gross cost of work done by any Subcontractor.

On work deleted from the Contract, our credit to the Owner shall be the Engineer approved net cost plus 15 of the overhead and profit percentage noted above.

6. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Price.

Addendum # 1 Dated 06-11-2024

Addendum # 2 Dated 06-26-2024

Addendum # 3 Dated 10-01-2024

Addendum # _____ Dated _____

7. APPENDICES

The following documents are attached to and made a condition of the Bid:

- Michigan Qualification
- References
- General Bidder Information
- List of Exceptions to Contract Documents / Technical Specifications

CONTRACT EXCEPTIONS

CONTRACT EXCEPTIONS

05-AGREEMENT

In section 2.1, change Q2 to Q3, due to Q2 timeframe already being past due.

07-SUPPLEMENTAL CONDITIONS

*In section 10, second bullet point, "Any environmental condition that is actionable under any federal, state, or local environmental law or regulation." Add "**due to Contractor's negligent performance of the work**" between actionable and under.*

It will now read, "Any environmental condition that is actionable due to Contractor's negligent performance of the work under any federal, state, or local environmental law or regulation."

*In the last paragraph, remove "**indirect or consequential**" from "Contractor's indemnification obligation shall include court costs, attorney's fees, administrative costs and penalties, statutory fines and penalties, costs incurred for demolishing and rebuilding or relocating the improvements on the project site and job site and any other direct, indirect or consequential damages incurred by Owner.*

It will now read, "Contractor's indemnification obligation shall include court costs, attorney's fees, administrative costs and penalties, statutory fines and penalties, costs incurred for demolishing and rebuilding or relocating the improvements on the project site and job site and any other direct, damages incurred by Owner. It will now read,

CLARIFICATIONS

CLARIFICATIONS

- 1. It is assumed that the municipality of the City of Portland is tax-exempt; therefore, Michigan sales tax has been excluded from all purchased materials.*
- 2. Due to the current material availability / pricing for this project, our proposal is valid until 10-15-2024; after which time if a Notice to Proceed is not issued for material purchase, then this price is subject to change due to material escalation costs.*



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, September 16, 2024

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Dymczyk; Interim City Manager Terry; City Clerk Miller; Finance Director Tolan; Police Chief Thomas; Police Officer McCrory

Absent: Mayor Barnes

Guests: Jon Moxey of Fleis & VandenBrink; Kathy Parsons; Erin Gorman; Andrea Gruber; Kathy Perez; Kathy Schrauben; Ryan Johnston; Brandi Rae Lawless; April and Anthony Vogl

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

Motion by Sheehan, supported by Johnston, to approve the agenda as revised to delete the excusal of Council Member Fitzsimmons

Yeas: Sheehan, Johnston, VanSlambrouck, Fitzsimmons

Nays: None

Absent: Barnes

Adopted

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

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons

Nays: None

Absent: Barnes

Adopted

There was no Public Comment.

Under Interim City Manager Report, Interim City Manager Terry introduced new City Manager Andrew Dymczyk.

Under Presentations, Jon Moxey of Fleis & VandenBrink provided an update on ongoing projects.

Under New Business, the Council considered Resolution 24-78 to approve a Wastewater Discharge Permit for THK Rhythm Automotive.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 24-78 approving, authorizing, and directing the Mayor and Clerk to sign a Wastewater Discharge Permit for THK Rhythm Automotive.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan

Nays: None

Absent: Barnes
Adopted

The Council considered Resolution 24-79 to approve the Michigan Public Power Agency's recommendation to authorize the Member Authorized Representative to sign the Amended and Restated Belle River Project Support Contract which has been changed to reference the natural gas repurposing project, to reflect changes in MISO market operations, and to allow participants to pay for capital obligations via bond or cash equity.

Motion by Johnston, supported by Sheehan, to approve Resolution 24-79 approving the Michigan Public Power Agency's recommendation to approve, authorize, and direct the Member Authorized Representative to sign the Amended and Restated Belle River Project Support Contract.

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

The Council considered Resolution 24-80 to approve Fleis & VandenBrink's invoice in the amount of \$29,930.42, for construction engineering services for the Kent Street Improvement Project.

Motion by Sheehan, supported by Johnston, to approve Resolution 24-80 approving Fleis & VandenBrink's invoice for construction engineering services for the Kent Street Improvement Project.

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

The Council considered Resolution 24-81 to amend the Budget for Fiscal Year 2024-2025.

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 24-81 to amend the Budget for Fiscal Year 2024-2025.

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

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on September 3, 2024, payment of invoices in the amount of \$146,546.07, and payroll in the amount of \$147,402.85, for a total of \$293,948.92. Purchase orders to Box Hub in the amount of \$5,940.00 for shipping container storage for the DDA, Fleis & VandenBrink in the amount of \$6,075.00 for engineering services for the TMF Project, MECA in the amount of \$14,963.00 for safety dues, and the Portland Area Fire Authority in the amount of \$36,013.29 for 2nd Quarter fire services were included.

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

Under Interim City Manager Comments, Interim City Manager Terry expressed his appreciation for allowing him to serve the City of Portland and further noted the wonderful staff the City his blessed with.

City Manager Dymczyk introduced himself. He thanked the staff for the warm welcome and stated he is thankful for the opportunity.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck reminded residents they are invited to attend the Open House at the newly renovated Wastewater Treatment Plant on Thursday, September 19, 2024, from 1:00 – 4:00 P.M.

Mayor Pro-Tem VanSlambrouck also reminded residents the DPW will be picking up leaves placed in rows along the curb the Fall.

Mayor Pro-Tem VanSlambrouck provided an update regarding the ongoing personnel issue. He stated things continue to move forward and the City is waiting to hear from the attorneys. He further stated when the issue is settled, a more in-depth statement will be made.

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

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston

Nays: None

Absent: Barnes

Adopted

Meeting adjourned at 7:31 P.M.

Respectfully submitted,

Joel VanSlambrouck, Mayor Pro-Tem

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the September 16, 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 Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Dymczyk; Interim City Manager Terry; City Clerk Miller; Finance Director Tolan; Police Chief Thomas; Police Officer McCrory

Absent – Mayor Barnes

Presentation - Jon Moxey of Fleis & VandenBrink provided an update on ongoing projects.

Approval of Resolution 24-78 approving, authorizing, and directing the Mayor and Clerk to sign a Wastewater Discharge Permit for THK Rhythm Automotive.

All in favor. Adopted.

Approval of Resolution 24-79 approving the Michigan Public Power Agency's recommendation to approve, authorize, and direct the Member Authorized Representative to sign the Amended and Restated Belle River Project Support Contract.

All in favor. Adopted.

Approval of Resolution 24-80 approving Fleis & VandenBrink's invoice for construction engineering services for the Kent Street Improvement Project.

All in favor. Adopted.

Approval of Resolution 24-81 to amend the Budget for Fiscal Year 2024-2025.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:31 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
PORTLAND AREA FIRE AUTHORITY	02128	2ND QTR SVCS OCT-DEC 2024 - COM PROMO	36,013.29
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	8,258.00
DAN SOWLES	02724	CELL PHONE REIMB - AMB	40.00
STAR THOMAS	01654	PHONE BILL REIM - POLICE	40.00
KARA DOUGHERTY	02767	ASSESSING SERVICES 2ND HALF OF SEPT 2024- ASSES	1,630.83
KEUSCH TIRE & AUTO	00228	TIRE REPAIR, GATOR - PARKS, CEM	54.99
STEVE MARTIN	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	30.00
STEVE DAWDY	MISC	ENERGY OPZ PROGRAM REFUND - ELECTRIC	200.00
UPS	02587	SHIPPING - WW	13.15
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	22.75
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	21.63
CONSUMERS ENERGY	00095	GAS SERVICE - WW	16.00
CONSUMERS ENERGY	00095	GAS SERVICE - WW	18.26
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	16.00
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	16.00
CONSUMERS ENERGY	00095	GAS SERVICE - WTR	20.51
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	219.84
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	136.08
BLOOM SLUGGETT, PC	02783	LEGAL SERVICES - POLICE	2,210.50
FAMILY FARM & HOME	01972	LOPPERS - PARKS, CEM	39.99
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,505.32
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	66.82
MACQUEEN	02900	AIR CLEANER - MTR POOL	265.42
STRAIN ELECTRIC CO.	02379	SVC CALL TRAFFIC LIGHT - MAJ STS	1,139.80
PORTLAND PUBLIC SCHOOLS WW ELEMENT	MISC	ENERGY OPTZ REFUND PROGRAM REIM - ELECTRIC	820.00
GANNETT MICHIGAN LOCALIQ	02738	COUNCIL MEETING SYNOPSIS - GEN	551.40
DOUGLAS TERRY	02886	MILEAGE - CITY MANAGER	5,187.14
MIDWEST DIAL TONE LLC	02813	MONTHLY PHONE BILLING - GEN	672.22
APPLIED INNOVATION	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	15.05
PAMA	01370	40% CONT TO PAMA - COM PROMO	128.07
ACTION PLUMBING & MECHANICAL	01239	SERVICE CALL SUMP PUMP/LABOR - CITY HALL	369.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
DICKINSON WRIGHT PLLC	02244	PROFESSIONAL SERVICES - GEN	6,525.00
PREMIER SAFETY	02465	GAS METER CALIBRATION - WW	251.47
TRUGREEN	02830	AERATION & SEEDING AT DAM - ELECTRIC	148.88
TRUGREEN	02830	WEED CONTROL - ELECTRIC	146.84
TRUGREEN	02830	WEED/FEED - ELECTRIC	161.98
GRP ENGINEERING INC.	01994	CIRCUIT UPGRADE VOLTAGE CONV PLAN - ELECT RES 2	2,500.00
STAR THOMAS	01654	MEAL REIM - POLICE	47.66
STAR THOMAS	01654	POSTAGE REIM - POLICE	46.49
POWER LINE SUPPLY COMPANY	00389	SAFETY GLASSES - ELECTRIC	78.00
RANGE TELECOMMUNICATIONS	02872	ANSWERING SERVICE - ELECTRIC	132.00
FAMILY FARM & HOME	01972	TOOLS - ELECTRIC	148.94
POWER LINE SUPPLY COMPANY	00389	AMI PROJECT ENGINEERING - ELECTRIC	131.25
O'LEARY PAINT CO	02729	PAINT FOR KENT ST - ELECTRIC	283.96
POWER LINE SUPPLY COMPANY	00389	TOOLS - ELECTRIC	2,130.50
REED & HOPPES, INC.	00390	HARDWARE FOR DAM - ELECTRIC	860.90
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOR KENT ST - ELECTRIC	1,528.50
POWER LINE SUPPLY COMPANY	00389	ENGINEERING - ELECTRIC	2,112.50
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	1,447.99
ALT PRINTING CO.	02712	COED SOFTBALL SHIRTS - REC	138.50
UPS	02587	POSTAGE - WATER, ELECTRIC	36.25
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	270.00
FAMILY DOLLAR LLC-1465 E GR RIV AVMISC		ENERGY OPTZ PROGRAM REFUND - ELECTRIC	250.00
BATTERIES PLUS - KENTWOOD	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	15,597.04
GROSS MACHINE SHOP	00180	SHEARING/BENDING FOR TABLE TOP -WW	138.40
CINTAS	00083	MED CABINET RESTOCK - WW	12.16
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DE	18.59
HUTSON, INC.	02677	JOHN DEERE 920M ZTRACK MOWER TRADE IN PROGRAM -	3,200.00
STATE OF MICHIGAN	00428	LICENSE FOR RADIO - AMBULANCE	250.00
J H OIL COMPANY	02887	DIESEL TANK REFILL - PARKS, CEM	686.73
APPLIED INNOVATION	02493	CITY HALL COPY MACHINE MAINT - GENERAL	74.79
APPLIED INNOVATION	02493	COPY MACHINE MAINT - ELECTRIC	48.13

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
WALKER PROCESS EQUIPMENT	02655	CLARIFIER PARTS - WW	1,646.31
CULLIGAN	02130	WATER X2 CITY HALL - GEN	16.00
D&K TRUCK COMPANY	02257	951 REPAIRS PLOW - MTR POOL	8,460.70
CULLIGAN	02130	WATER X2 - PARKS, CEM	16.00
CULLIGAN	02130	WATER X2 - PARKS, CEM	16.00
LARRY CUSHION TROPHIES & ENGRAVING	02726	COED SOFTBALL TROPHY - REC	50.00
CINTAS	02901	RESTOCK MEDICINE CABINET - PARKS, CEM	18.59
CINTAS	02901	RESTOCK MEDICINE CABINET - MTR POOL	52.18
CAPITAL ASPHALT LLC	02578	ASPHALT - MAJ STS, WATER	228.15
CHROUCH COMMUNICATION, INC.	00082	RADIO PROGRAMMING - MTR POOL	140.00
CHROUCH COMMUNICATION, INC.	00082	RADIO SERVICE/LABOR - MTR POOL	75.00
STAR THOMAS	01654	SUPPLIES REIM - POLICE	176.39
MICHIGAN STATE POLICE	00275	TOKEN FEES X2 3RD QTR - POLICE	66.00
CHROUCH COMMUNICATION, INC.	00082	RADIO INSTALLATION - MTR POOL	907.96
CORRIGAN OIL CO, NO. 11	02693	DIESEL FUEL - MTR POOL	1,072.21
JOHN DEERE FINANCIAL	01818	VAR PURCHASES - VAR DEPTS	1,509.17
AMS INC HEATING & COOLING	02355	RED MILL BATHROOM FAN REPAIR - PARKS	245.00
OTIS ELEVATOR	00970	FUEL IMPACT FEE - CITY HALL	95.00
CL TRUCKING & EXCAVATING, LLC	00066	CONCRETE WORK ON PLANTERS/CURBS - MAJ STS	15,240.00
MUNICIPAL SUPPLY CO.	00324	PAINT, FLAGS, SUPPLIES - ELECTRIC	279.95
GRAINGER, INC.	00172	LIQUID STEEL - ELECTRIC	438.24
ST. PATRICK'S SCHOOL	MISC	YEAR BOOK AD 1/2 PAGE - ELECTRIC	100.00
PREMIER SAFETY	02465	GAS METER MAINTENANCE - ELECTRIC	247.27
CINTAS	02901	RESTOCK MEDICINE CABINET - ELECTRIC	88.13
CINTAS	02901	RESTOCK MEDICINE CABINET - ELECTRIC	29.00
CINTAS	02901	RESTOCK MEDICINE CABINET - ELECTRIC	54.94
APPLIED INNOVATION	02493	PRINTER INVOICE - VARIOUS DEPTS	535.49
ANDREW DYMZYK	02902	PHONE BILL REIM SEPT 2024 - CITY MANAGER	40.00
PLEUNE SERVICE COMPANY INC.	00741	HVAC REPAIR - ELECTRIC	864.39
VISCO	00793	FILIGREE RING - ELECTRIC APP CONSENT AGENDA 9-3	7,405.00
BILL HOWARD	MISC	CEM PLOT BUY BACK -CEM	850.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - CITY HALL	450.00
STATE OF MICHIGAN	00428	ELEVATOR CERT OF OPERATION RENEWAL - CITY HALL	75.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	276.10
B&W AUTO SUPPLY, INC.	00030	VAR PURCHASES - VAR DEPTS	4,385.05
FAMILY FARM & HOME	01972	PRESSURE WASHER/SUPPLIES - WW	289.97
UM HEALTH SPARROW IONIA OCC. HEALT	02903	DOT PHYSICAL G SCHNEIDER - MTR POOL	100.00
MWEA OFFICE	01347	EXAM PREP COURSE A PUNG, A AVERY - WW	720.00
BAILEY VAN HOUTEN	02197	TENNIS INSTRUCTOR - REC	870.00
JARED SCHRAUBEN	02596	TENNIS INSTRUCTOR - REC	825.00
REBECCA REFFITT	02904	TENNIS INSTRUCTOR - REC	224.00
BLAKE GUY	02381	TENNIS INSTRUCTOR - REC	468.00
JACE CROSS	02828	TENNIS INSTRUCTOR - REC	273.00
CALVIN SCHRAUBEN	02905	TENNIS INSTRUCTOR - REC	546.00
ALYSSA JACK	02906	TENNIS INSTRUCTOR - REC	198.00
EDDY HOLCOMB	02829	TENNIS INSTRUCTOR - REC	104.00
RACHEL VANHOUTEN	02470	TENNIS INSTRUCTOR - REC	52.00
RILEY THELEN	02468	TENNIS INSTRUCTOR - REC	52.00
KEUSCH TIRE & AUTO	00228	TIRE REPAIR MOWER - PARKS, CEM	60.00
APPLIED INNOVATION	02493	HP LASERJET PRINTER - GEN	2,375.00
MUZZALL GRAPHICS	00326	WINDOW ENVELOPES - VAR DEPTS	2,051.66
MUZZALL GRAPHICS	00326	BUSINESS CARDS A BROWN - INCOME TAX	67.50
MUZZALL GRAPHICS	00326	BUSINESS CARDS A DYMZYK- CITY MANAGER	67.50
CHERRY HILL ESTATES	02081	4TH QTR ASSOC ASSESS OCT-DEC 2024 - ECON DEV	90.09
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENT - AMB	359.73
CULLIGAN	02130	WATER X1 - WW	9.00
MENARDS	00260	AIR COMP/HOSE WITH RETURN - WW	478.99
MUNICIPAL SUPPLY CO.	00324	95E REPAIR LIDS -WATER	75.00
CREATIVE PRODUCT SOURCE INC.	01665	DRUG TEST KITS-METH X10 - POLICE	129.90
IONIA COUNTY SHERIFF'S OFFICE	01864	MEMBERSHIP SILENT OBSERVER - POLICE	250.00
MHR BILLING	01780	BILLING SEPT 2024 - AMB	2,900.00
RAPID SHRED	02719	SHREDDING - GEN	43.15

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
RYAN HONSOWITZ	00191	CLOTHING ALLOW - CEM, MTR POOL	105.99
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	181.41
BRIAN RUSSELL	00593	OFFICIAL - REC	90.00
BRYAN SCHEURER	00600	OFFICIAL - REC	90.00
TANNER BROWNELL	02800	OFFICIAL - REC	24.00
CONNOR FOX	02897	OFFICIAL - REC	24.00
VC3 INC.	02745	MICROSOFT MONTHLY AGREEMENT - GEN	1,965.75
BADGER METER INC.	02247	ORION CELLULAR LTE SVC - WATER	885.04
GRANGER	00175	ST SWEEPING - MAJ STS	484.63
GRANGER	00175	REFUSE - POLICE, COM PROMO	97.65
GRANGER	00175	REFUSE- ELECTRIC	97.65
WESTPHALIA MILLING CO.	00480	ATHLETIC CHALK - REC	69.00
CITY OF PORTLAND-PETTY CASH	00701	VAR REIMB - VAR DEPTS	375.33
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	770.55
MICHIGAN WILDFLOWER FARM	MISC	PLANT PLUGS LEIK GROVE - COM PROMO	1,500.00
SMART BUSINESS SOURCE	02625	COPY PAPER - VAR DEPTS	441.00
PAMA	01370	40% CONT TO PAMA - COM PROMO	3,636.74
Total:			\$169,808.96

**BI-WEEKLY
WAGE REPORT
September 30, 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.	11,250.31	97,946.50	1,693.32	19,566.35	12,943.63	117,512.85
ASSESSOR	-		-	-		
CEMETERY	5,259.51	40,188.77	402.62	9,698.21	5,662.13	49,886.98
POLICE	18,382.46	148,890.36	2,506.26	44,798.99	20,888.72	193,689.35
CODE ENFORCEMENT	14.84	187.14	1.14	14.32	15.98	201.46
PARKS	4,055.55	33,996.34	326.86	4,452.07	4,382.41	38,448.41
INCOME TAX	2,835.34	24,356.72	264.01	6,304.34	3,099.35	30,661.06
MAJOR STREETS	4,585.68	31,932.82	483.49	10,637.69	5,069.17	42,570.51
LOCAL STREETS	3,235.96	27,335.79	292.07	10,113.47	3,528.03	37,449.26
RECREATION	1,640.76	11,947.04	218.57	2,772.98	1,859.33	14,720.02
AMBULANCE	27,798.80	175,819.88	3,308.58	29,422.98	31,107.38	205,242.86
DDA	2,694.32	19,295.20	378.86	3,195.86	3,073.18	22,491.06
ELECTRIC	24,539.44	179,222.82	2,542.49	50,619.67	27,081.93	229,842.49
WASTEWATER	10,276.46	69,348.58	1,275.30	15,666.72	11,551.76	85,015.30
WATER	7,045.51	48,031.74	766.83	15,313.61	7,812.34	63,345.35
MOTOR POOL	1,037.30	6,995.11	123.04	1,816.34	1,160.34	8,811.45
TOTALS:	124,652.24	915,494.81	14,583.44	224,393.60	139,235.68	1,139,888.41

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 10/02/2024
MEETING DATE 10/07/2024

Fund	Description	Beginning Balance 9/12/2024	Total Cash in	Total Cash out	Cash Balance 10/2/2024	Time Certificates	Ending Balance 10/2/2024
101	GENERAL FUND	1,708,695.87	441,715.59	(351,034.43)	1,799,377.03	218,908.00	2,018,285.03
105	INCOME TAX FUND	284,334.96	34,322.78	(46,705.11)	271,952.63	10,000.00	281,952.63
150	CEMETERY PERPETUAL CARE FUND	68,082.51	580.69	(30.69)	68,632.51		68,632.51
202	MAJOR STREETS FUND	302,039.23	52,864.61	(66,586.92)	288,316.92		288,316.92
203	LOCAL STREETS FUND	37,124.94	40,872.25	(35,841.71)	42,155.48		42,155.48
208	RECREATION FUND	26,904.83	12,835.32	(14,320.61)	25,419.54		25,419.54
210	AMBULANCE FUND	234,699.32	73,153.92	(141,079.29)	166,773.95		166,773.95
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	604,720.79	6,613.93	(25,776.12)	585,558.60		585,558.60
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	23,208.45	14,247.63	(16,472.08)	20,984.00		20,984.00
582	ELECTRIC FUND	5,456,188.64	508,204.10	(387,583.71)	5,576,809.03	468,768.00	6,045,577.03
590	WASTEWATER FUND	1,519,207.87	222,841.86	(300,696.03)	1,441,353.70		1,441,353.70
591	WATER FUND	552,111.18	99,518.29	(150,680.87)	500,948.60	407,700.00	890,832.99
661	MOTOR POOL FUND	274,301.10	35,091.62	(24,750.88)	284,641.84		284,641.84
703	CURRENT TAX FUND	579,823.33	2,864,344.74	(666,442.29)	2,777,725.78		2,777,725.78
	TOTAL - ALL FUNDS	11,674,805.27	4,407,207.33	(2,228,000.74)	13,854,011.86	1,105,376.00	14,941,572.25
					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	2,136,920.88	2,136,920.88
	Wastewater	21,000.00			ELECTRIC-PRIN & INT ESCROW	58,872.93	58,872.93
					ELECTRIC- GOLT BOND RESERVE 23	33,070.76	33,070.76
	Water	21,000.00			WASTEWATER DEBT ESCROW	346,410.74	346,410.74
		<u>170,000.00</u>			WASTEWATER REPAIR ESCROW	390,901.31	390,901.31
					WASTEWATER 2022 BOND RESERVE	248,550.75	248,550.75
					DDA-PRIN & INT ESCROW	501.78	501.78
					WATER BOND ESCROW	25,225.84	25,225.84
							<u>19,105,489.68</u>

User: NBROWN

DB: Portland

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2024 NORMAL (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,293,100.00	189,515.68	95,946.10	1,103,584.32	14.66
101-000-432.000	PILOT-GOLDEN BRIDGE MANOR	1,900.00	0.00	0.00	1,900.00	0.00
101-000-432.001	PILOT- WODA (OLD SCHOOL MANOR)	3,400.00	0.00	0.00	3,400.00	0.00
101-000-445.000	PENALTY & INTEREST	5,800.00	0.00	0.00	5,800.00	0.00
101-000-447.000	TAX COLLECTION FEES	50,000.00	5,548.75	2,888.51	44,451.25	11.10
101-000-451.000	SPECIAL ASSESSMENT FEES	0.00	4.86	4.86	(4.86)	100.00
101-000-477.000	CABLE TV FEES	11,000.00	2,381.65	0.00	8,618.35	21.65
101-000-490.000	NON-BUSINESS PERMITS	85,000.00	5,757.00	2,793.00	79,243.00	6.77
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	0.00	0.00	1,200.00	0.00
101-000-568.000	CONTRIBUTION FROM STATE -GRANT	112,500.00	0.00	0.00	112,500.00	0.00
101-000-570.000	LIQUOR FEES	4,000.00	2,398.00	2,398.00	1,602.00	59.95
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	8,000.00	0.00	0.00	8,000.00	0.00
101-000-574.000	REVENUE SHARING-CONST SALES	417,839.00	70,523.00	70,523.00	347,316.00	16.88
101-000-574.001	REVENUE SHARING-STAT SALES	135,927.00	20,779.00	20,779.00	115,148.00	15.29
101-000-574.002	REVENUE SHARING -PUBLIC SAFETY	2,517.00	606.00	606.00	1,911.00	24.08
101-000-609.000	SEX OFFENDER REGISTRATION FEES	100.00	0.00	0.00	100.00	0.00
101-000-623.000	TRANSCRIPT FEES	700.00	59.35	20.00	640.65	8.48
101-000-628.000	ADMINISTRATIVE CHARGES	480,352.00	76,725.34	38,362.67	403,626.66	15.97
101-000-630.000	CEMETERY LOT SALES	14,000.00	5,150.00	4,250.00	8,850.00	36.79
101-000-633.000	CEMETERY CARE FEES	10,000.00	5,800.00	2,964.00	4,200.00	58.00
101-000-634.000	GRAVE OPENING FEES	17,000.00	5,600.00	3,300.00	11,400.00	32.94
101-000-656.000	DISTRICT COURT FINES	9,500.00	1,675.04	409.42	7,824.96	17.63
101-000-661.000	PARKING FINES	500.00	60.00	60.00	440.00	12.00
101-000-663.000	MISCELLANEOUS FINES	1,600.00	290.00	181.00	1,310.00	18.13
101-000-665.000	INTEREST INCOME	9,000.00	1,140.97	754.84	7,859.03	12.68
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	2,000.00	230.34	224.50	1,769.66	11.52
101-000-667.000	RENTAL INCOME	12,500.00	2,100.00	1,110.00	10,400.00	16.80
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	125.00	0.00	(125.00)	100.00
101-000-678.000	MERS FOREITURE REVENUES	7,000.00	0.02	0.02	6,999.98	0.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	9,000.00	0.00	0.00	9,000.00	0.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	40,000.00	3,554.85	772.71	36,445.15	8.89
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	0.00	0.00	2,000.00	0.00
101-000-693.000	SALE OF EQUIPMENT	2,000.00	6,500.00	0.00	(4,500.00)	325.00
101-000-699.150	TRANSFER FROM PERP CARE	400.00	61.76	31.48	338.24	15.44
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	133,391.00	0.00	0.00	133,391.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	67,670.00	0.00	0.00	67,670.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	39,256.00	0.00	0.00	39,256.00	0.00
TOTAL REVENUES		2,990,152.00	406,586.61	248,379.11	2,583,565.39	13.60
Expenditures						
100	COUNCIL	34,860.00	21.21	0.00	34,838.79	0.06
172	CITY MANAGER	228,076.00	45,093.04	24,347.13	182,982.96	19.77
201	GENERAL ADMINISTRATION	584,207.00	107,837.86	79,562.40	476,369.14	18.46
257	ASSESSING	66,620.00	9,938.70	3,294.02	56,681.30	14.92
262	ELECTIONS	14,280.00	3,675.57	3,113.00	10,604.43	25.74
265	CITY HALL	89,235.00	31,136.06	8,300.96	58,098.94	34.89
301	POLICE	1,000,491.00	128,488.66	79,163.83	872,002.34	12.84
371	CODE ENFORCEMENT	25,325.00	1,807.95	862.89	23,517.05	7.14
567	CEMETERY	210,322.00	30,538.46	18,484.47	179,783.54	14.52
707	COMMUNITY PROMOTIONS	433,595.00	78,592.50	12,822.38	355,002.50	18.13
728	ECONOMIC DEVELOPMENT	28,750.00	906.49	25.00	27,843.51	3.15
751	PARKS	426,831.00	45,660.97	27,096.91	381,170.03	10.70

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	08/31/2024 NORMAL (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		3,142,592.00	483,697.47	257,072.99	2,658,894.53	15.39
<hr/>						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,990,152.00	406,586.61	248,379.11	2,583,565.39	13.60
TOTAL EXPENDITURES		3,142,592.00	483,697.47	257,072.99	2,658,894.53	15.39
NET OF REVENUES & EXPENDITURES		(152,440.00)	(77,110.86)	(8,693.88)	(75,329.14)	50.58

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 105 - INCOME TAX FUND								
Fund 105 - INCOME TAX FUND:								
	TOTAL REVENUES	1,061,100.00		512.89	91,076.79		1,060,587.11	0.05
	TOTAL EXPENDITURES	2,297,401.00		32,579.59	15,014.80		2,264,821.41	1.42
	NET OF REVENUES & EXPENDITURES	(1,236,301.00)		(32,066.70)	76,061.99		(1,204,234.30)	2.59
Fund 202 - MAJOR STREETS FUND								
Fund 202 - MAJOR STREETS FUND:								
	TOTAL REVENUES	2,157,094.00		1,046.61	501.26		2,156,047.39	0.05
	TOTAL EXPENDITURES	2,304,814.00		193,136.90	133,156.60		2,111,677.10	8.38
	NET OF REVENUES & EXPENDITURES	(147,720.00)		(192,090.29)	(132,655.34)		44,370.29	130.04
Fund 203 - LOCAL STREETS FUND								
Fund 203 - LOCAL STREETS FUND:								
	TOTAL REVENUES	399,913.00		15,027.17	7,606.60		384,885.83	3.76
	TOTAL EXPENDITURES	420,683.00		40,144.72	21,949.39		380,538.28	9.54
	NET OF REVENUES & EXPENDITURES	(20,770.00)		(25,117.55)	(14,342.79)		4,347.55	120.93
Fund 208 - RECREATION FUND								
Fund 208 - RECREATION FUND:								
	TOTAL REVENUES	141,900.00		15,536.22	9,263.01		126,363.78	10.95
	TOTAL EXPENDITURES	141,900.00		22,686.41	9,758.22		119,213.59	15.99
	NET OF REVENUES & EXPENDITURES	0.00		(7,150.19)	(495.21)		7,150.19	100.00
Fund 210 - AMBULANCE FUND								
Fund 210 - AMBULANCE FUND:								
	TOTAL REVENUES	1,382,468.00		506,444.23	19,285.71		876,023.77	36.63
	TOTAL EXPENDITURES	1,405,588.00		453,212.39	103,843.59		952,375.61	32.24
	NET OF REVENUES & EXPENDITURES	(23,120.00)		53,231.84	(84,557.88)		(76,351.84)	230.24
Fund 248 - DDA FUND								
Fund 248 - DDA FUND:								
	TOTAL REVENUES	519,500.00		33,330.26	26,185.32		486,169.74	6.42
	TOTAL EXPENDITURES	702,147.00		40,182.86	17,646.78		661,964.14	5.72
	NET OF REVENUES & EXPENDITURES	(182,647.00)		(6,852.60)	8,538.54		(175,794.40)	3.75
Fund 520 - REFUSE SERVICE FUND								
Fund 520 - REFUSE SERVICE FUND:								
	TOTAL REVENUES	208,400.00		17,389.96	17,262.01		191,010.04	8.34
	TOTAL EXPENDITURES	207,000.00		32,742.07	16,362.98		174,257.93	15.82
	NET OF REVENUES & EXPENDITURES	1,400.00		(15,352.11)	899.03		16,752.11	1,096.58
Fund 582 - ELECTRIC FUND								
Fund 582 - ELECTRIC FUND:								
	TOTAL REVENUES	5,575,085.00		472,885.14	494,125.42		5,102,199.86	8.48
	TOTAL EXPENDITURES	6,021,668.00		949,363.94	564,459.02		5,072,304.06	15.77
	NET OF REVENUES & EXPENDITURES	(446,583.00)		(476,478.80)	(70,333.60)		29,895.80	106.69
Fund 590 - WASTEWATER FUND								
Fund 590 - WASTEWATER FUND:								
	TOTAL REVENUES	3,500,000.00		157,419.93	155,933.03		3,342,580.07	4.50
	TOTAL EXPENDITURES	2,218,553.00		114,168.84	65,303.81		2,104,384.16	5.15
	NET OF REVENUES & EXPENDITURES	1,281,447.00		43,251.09	90,629.22		1,238,195.91	3.38

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	08/31/2024	MONTH 08/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
TOTAL REVENUES		1,072,200.00	95,983.67	88,929.20		976,216.33		8.95
TOTAL EXPENDITURES		1,279,372.00	113,007.76	62,431.52		1,166,364.24		8.83
NET OF REVENUES & EXPENDITURES		(207,172.00)	(17,024.09)	26,497.68		(190,147.91)		8.22
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
TOTAL REVENUES		446,196.00	29,541.48	11,216.19		416,654.52		6.62
TOTAL EXPENDITURES		624,288.00	35,453.36	26,184.76		588,834.64		5.68
NET OF REVENUES & EXPENDITURES		(178,092.00)	(5,911.88)	(14,968.57)		(172,180.12)		3.32
TOTAL REVENUES - ALL FUNDS		16,463,856.00	1,345,117.56	921,384.54		15,118,738.44		8.17
TOTAL EXPENDITURES - ALL FUNDS		17,623,414.00	2,026,678.84	1,036,111.47		15,596,735.16		11.50
NET OF REVENUES & EXPENDITURES		(1,159,558.00)	(681,561.28)	(114,726.93)		(477,996.72)		58.78



PURCHASE ORDER

City of Portland

P.O. 15596

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

VENDOR

Shrine Auto Body, Inc

DATE: 10/4/2024

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<i>Remove Decals and fix interior and exterior defects</i>	<i>582.539.933.000</i>		<i>\$5,172.72</i>
DEPARTMENT HEAD (UP TO \$500)	<i>[Signature]</i>	TOTAL	<i>\$5,172.72</i>

Treasurer Initials

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



DIVINE AUTO BODY

Workfile ID: 688f9452
PartsShare: 85KZ3k

Certified I-Car Gold divineab@sbcglobal.net
6293 DIVINE HIGHWAY, PORTLAND, MI 48875
Phone: (517) 647-4045
FAX: (517) 647-4037

Final Bill

RO Number: 7117

Customer:	Insurance:	Adjuster:	Estimator:	Michael McCausey
City of Portland Electric		Phone:	Create Date:	8/9/2024
		Claim:		
		Loss Date:		
(517) 526-3815		Deductible:		

2017 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.7L Gasoline Sequential MPI BLUE

VIN: 1FM5K8AR5HGC07493	Interior Color:	Mileage In:	Vehicle Out:
License:	Exterior Color: BLUE	Mileage Out:	
State:	Production Date: 1/2017	Condition:	Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01	Sublet	REPAIR LEFT FRONT SEAT AND LEFT DOOR PANEL	1	525.00	Other			
2	E01		HOOD						
3	E01	Remove/Install	R&I hood assy				0.5	Body	
4	E01	Repair	Hood (ALU)				8.0	Body	3.0
5	E01		Add for Clear Coat						1.2
6	E01	Remove/Install	Surround w'strip				0.3	Body	
7	E01	Remove/Install	Insulator				0.3	Body	
8	E01	Remove/Install	Front seal				0.1	Body	
9	E01	Refinish	Underside of hood						1.0
10	E01		WINDSHIELD						
11	E01	Remove/Replace	LT Washer nozzle windshield	1	18.00T	OEM	0.1	Body	
12	E01	Remove/Replace	Upper hose	1	33.67T	OEM			
13	E01		SEATS & TRACKS						
14	E01	Remove/Install	LT R&I front seat				0.5	Body	
15	E01		FRONT DOOR						
16	E01	Remove/Install	LT R&I trim panel				0.5	Body	
17	E01	Remove/Replace	LT W'strip on body Weatherstrip is torn	1	148.33T	OEM	0.3	Body	
18	E01		REAR DOOR						
19	E01	Remove/Replace	LT Front w'strip	1	44.10T	OEM	0.2	Body	
20	E01	Remove/Replace	RT Front w'strip	1	43.72T	OEM	0.2	Body	
21	E01		REAR LAMPS						
22	E01	Remove/Install	RT Tail lamp assy level 1				0.3	Body	
23	E01	Remove/Install	LT Tail lamp assy level 1				0.3	Body	
24	E01		REAR BUMPER						
25	E01	Overhaul	O/H bumper assy			OEM	2.1	Body	
26	E01	Repair	Bumper cover w/o park sensors				5.0	Body	2.4

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

Final Bill

RO Number: 7117

2017 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.7L Gasoline Sequential MPI BLUE

27	E01		Add for Clear Coat				1.0
28	E01	Remove/Replace	Remove all vinyl Graphic			7.0 Body	
29	E01	Repair	Buff entire Vehicle			8.0 Body	
30	E01	Sublet	Repair and spot paint left side of dashboard	1	340.00	Other	
31	E01		SHOP SUPPLIES	1	40.00T	Other	
32	E01		CORROSION PROTECTION	1	12.00T	Other	0.5
33	E01		E.P.C.	1	3.00T	Other	
34	E01	Sublet	PDR DENTS AROUND VEHICLE	1	800.00	Other	

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts					342.82
Labor, Body			64.00	33.7	2,156.80
Labor, Refinish			64.00	9.1	582.40
Material, Paint					382.20
Miscellaneous					1,665.00
Subtotal					5,129.22
Sales Tax					43.50
Grand Total					5,172.72
Net Total					5,172.72

Estimate Version	Total \$
Original	5,172.72

Insurance Total \$:	0.00
Received from Insurance \$:	0.00
Balance due from Insurance \$:	0.00
Customer Total \$:	5,172.72
Received from Customer \$:	0.00
Balance due from Customer \$:	5,172.72

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural



PURCHASE ORDER

City of Portland

P.O. 15645

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

VENDOR Dickinson Wright

DATE: 9/10/24

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Professional Legal SVCS through 8.31.24	101-201-801-000		6525.00
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	6525.00

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

MTT
Treasurer Initials

IN ACCOUNT WITH



200 OTTAWA AVENUE, N.W., SUITE 900
GRAND RAPIDS, MI 49503-2427
TELEPHONE: (616) 458-1300
http://www.dickinsonwright.com
FEDERAL I.D. #38-1364333

INVOICE DATE: SEPTEMBER 10, 2024
INVOICE NO.: 1958838

PORTLAND, CITY OF
259 KENT STREET
PORTLAND, MI 48875-1495

ATTN: S. TUTT GORMAN

GROUP ID: 057672

PRIVILEGED AND CONFIDENTIAL

FOR PROFESSIONAL SERVICES THROUGH AUGUST 31, 2024

TOTAL FEES CURRENT INVOICE	\$	<u>6,525.00</u>
TOTAL CURRENT INVOICE	\$	<u>6,525.00</u>

Remittance Instructions			
Terms: Due and Payable Upon Receipt			
Mail To:	Pay Online:	Wire Instructions:	ACH Instructions:
Dickinson Wright PLLC 2600 W. Big Beaver Suite 300 Troy, MI 48084	Credit Card and ACH/eCheck Payments We accept Visa®, Mastercard®, American Express® and Discover® https://www.dickinson-wright.com/invoice-payment	JP Morgan Chase Bank N.A. 28660 Northwestern Highway Southfield, MI 48034 ABA Number: 021 000 021 Swift Code: CHASUS33 (International) Account# 38852	JP Morgan Chase Bank N.A. 28660 Northwestern Highway Southfield, MI 48034 ABA Number: 072 000 326 Account# 38852
(Please reference your client/invoice numbers when paying electronically)			



PURCHASE ORDER

City of Portland

P.O. **15595**

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

VENDOR Flies & Vanderbrink

DATE: 9/25/24

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>Limited Vapor Phase Intoxin Investigation</u>	<u>582.539.803</u>		<u>\$7,500</u>
DEPARTMENT HEAD (UP TO \$500) <u>[Signature]</u>		TOTAL	<u>\$7,500</u>

MT

Treasurer Initials

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

Memo



To: City of Portland Board of Light and Power

From: Todd Davlin, Electric Superintendent

Cc: Andrew Dymczyk, City Manager and Nikki Miller, City Clerk

Date: 9-23-2024

Re: F&V Limited Vapor Phase Intrusion Investigation

For decades the City of Portland Board of Light and Power has been monitoring and remediating a historical diesel spill at 723 East Grand River Avenue. For the past several years the environmental impacts of the event have been stable, and as a result Fleis and Vanderbrink has been asked to work with EGLE to limit ongoing obligations and to pursue closing out ongoing compliance activities. Fleis and Vanderbrink has talked with EGLE and the first step in closing out obligations is to conduct a limited vapor phase intrusion investigation. Currently we pump ground water to maintain an elevation around the building. This would help us understand if vapor phase diesel is a concern in the basement of the power plant if we stopped pumping ground water.

Action Item BLP 24-9B – Recommend that City Council approve Fleis and Vandenberg’s limited vapor phase intrusion investigation. The estimated cost for this work is \$7,500.



September 10, 2024

Mr. Todd Davlin
Superintendent Electric Department - City of Portland BLP
723 E. Grand River Avenue
Portland, MI 48875

**Re: Limited Vapor Intrusion Investigation
City of Portland Board of Light & Power (BLP) Diesel Fuel Release**

Dear Mr. Davlin:

Fleis & VandenBrink Engineering, Inc. (F&V) appreciates the opportunity to provide you with this scope of work.

F&V has provided annual reporting, correspondence, groundwater monitoring, system operation & maintenance support for the City of Portland (City) since the date of release in 2009. As discussed with EGLE and BLP staff, certain site conditions have been improving; however, diesel product remains in the recovery wells located near the release area. As such, the system should remain active until further data is collected to support steps moving forward to site closure.

Based on recent communications with you, we are proposing a limited vapor investigation to begin evaluation of the Volatilization to Indoor Air Pathway (VIAP) risk at the site. The data collected will help coordinate a focused path for the City with EGLE.

Additionally, this scope of work is to assess vapor intrusion at the areas of the known release and to provide what petroleum is remaining under the BLP building foundation. Based on results of this sampling, additional vapor pins and/or soil gas points or corrective actions may be required (per EGLE guidance) to eliminate long term risk and due care obligations for BLP. Additional scope of work would be discussed and provided later is needed.

Limited Vapor Intrusion Investigation

1. Evaluate the BLP current building conditions per current EGLE guidance and collaborate with BLP staff to select ideal locations for sampling.
2. Vapor Pin Installation
 - a. Install up to three (3) vapor pins.
 - b. Measure vapor pins for inclusion into site figures.
3. Vapor Pin Sampling
 - a. Conduct 1 sampling event of the vapor pins following procedures in accordance with current EGLE guidance.
 - b. Submit samples to the laboratory for analysis of VOCs and PNAs using EPA Method TO-15 and Method NIOSH 5515.
 - c. Evaluate results with current EGLE VIAP criteria.
4. Review vapor analytical results with City.
5. Discuss data results with EGLE (if applicable).

BUDGET

We propose an estimated not to exceed budget of \$7,500 which includes equipment and laboratory expenses.

F&V's professional services and subcontractors would be invoiced monthly. Work would be completed under the terms and conditions of our existing Professional Services Agreement. We are prepared to start work immediately per your authorization. This proposal is valid for 90 days.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Stephen Dehring
Project Manager



Eric D. Walters, CPG
Senior Project Manager, Associate

CUSTOMER #: C4292
 UNIT# 951

103233



SALES, PARTS & SERVICE

3020 Snow Road
 Lansing, Michigan 48917
 (517) 484-1905
 www.dktruck.com

CITY OF PORTLAND
 259 KENT ST
 PORTLAND, MI 48875
 HOME: 517-647-2941 CONT: 517-647-2941
 BUS: CELL: SERVICE ADVISOR: 8062 RICK MAY

PAGE 1

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN/OUT	TAG	
RED	10	FREIGHTLINER M2106	1FVAC3BS9AHAN9926		40875/40895	T951	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
08OCT09	DD14APR09		14:49 03SEP24		190.00	CASH	23SEP24
R.O. OPENED	READY	OPTIONS:	ENG:46989497 TRN:6510868357 AXL:6.43				
03SEP24	23SEP24						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
A	EXPRESS ASSESSMENT:	2.0	HRS FROM ARRIVAL - ADVISE FLEET ON DIAGNOSIS,				
	PARTS AVAILABILITY AND ESTIMATED COMPLETION TIME OR DATE.						
EA	EXPRESS ASSESSMENT:	2.0	HRS FROM ARRIVAL - ADVISE FLEET ON DIAGNOSIS,				
	PARTS AVAILABILITY AND ESTIMATED COMPLETION TIME OR DATE.						
	8054 JOHNSON, RANDALL S LIC#: M164856						
	CSR 0.00					0.00	0.00
PARTS:	0.00	LABOR:	0.00	OTHER:	0.00	TOTAL LINE A:	0.00
40875 TECH 8054. START ENGINE, ENGINE MAKING ABNORMAL NOISE , SOUNDS LIKE ON RT SIDE NEAR TURBO.							

LINE	DESCRIPTION	LIST	NET	TOTAL
B	TOWED IN - CEL ON AND DERATED			
1	SERVICE			
	8054 JOHNSON, RANDALL S LIC#: M164856			
	CSR 12.00			
	WESTERN STAR		2280.00	2280.00
1	DDN/P607965 ELEMENT, FILTER, ENGINE AIR PRIMARY"	171.70	148.94	148.94
1	DDN/P547520 FILTER ELEMENT SECND	90.27	78.30	78.30
1	5458600RX KIT, TURBOCHARGER CORE CHARGE C	5527.62	4787.18	4787.18
1	FRT FREIGHT	228.55	228.55	228.55
1	3755843 GASKET, TURBOCHARGER	31.16	27.01	27.01
4	3818824 NUT, REGULAR HEXAGON	14.20	5.68	22.72
4	5286984 STUD	33.20	12.45	49.80
1	5264570 GASKET, OIL DRAIN	14.60	5.84	5.84
2	3900630 SCREW, HEX FLANGE HEAD CAP	9.66	4.83	9.66
1	5284430 TUBE, TUR OIL SUPPLY	169.25	146.68	146.68
1	3332136 UNION, MALE	48.00	48.00	48.00
1	DFG/CV50628 CRANKCASE VENTILATION KIT	152.04	134.00	134.00
1	01-14596-004 CLAMP-V BAND, TURBOCHARGER, 4.12IN	40.19	32.59	32.59
2	DSLO/9406706021 SHELLZONE AF/C 50/50 - 1GAL JUG (6PK)	39.76	14.91	29.82

ON BEHALF OF SERVICING DEALER, I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREON IS ACCURATE UNLESS OTHERWISE SHOWN. SERVICES DESCRIBED WERE PERFORMED AT NO CHARGE TO OWNER. THERE WAS NO INDICATION FROM THE APPEARANCE OF THE VEHICLE OR OTHERWISE, THAT ANY PART REPAIRED OR REPLACED UNDER THIS CLAIM HAD BEEN CONNECTED IN ANY WAY WITH ANY ACCIDENT, NEGLIGENCE OR MISUSE. RECORDS SUPPORTING THIS CLAIM ARE AVAILABLE FOR (1) YEAR FROM THE DATE OF PAYMENT NOTIFICATION AT THE SERVICING DEALER FOR INSPECTION BY MANUFACTURER'S REPRESENTATIVE.

(SIGNED) DEALER, GENERAL MANAGER OR AUTHORIZED PERSON (DATE)

STATEMENT OF DISCLAIMER
 The factory warranty constitutes all of the warranties with respect to the sale of this item/items. The Seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose. Seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this item/items.

CUSTOMER SIGNATURE

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
LESS INSURANCE	
SALES TAX	
PLEASE PAY THIS AMOUNT	

CUSTOMER #: C4292
 UNIT# 951

103233



CITY OF PORTLAND
 259 KENT ST
 PORTLAND, MI 48875
 HOME: 517-647-2941 CONT: 517-647-2941
 BUS: CELL:

INVOICE

PAGE 2

3020 Snow Road
 Lansing, Michigan 48917
 (517) 484-1905
 www.dktruck.com

SERVICE ADVISOR: 8062 RICK MAY

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG	
RED	10	FREIGHTLINER M2106	1FVAC3BS9AHAN9926		40875/40895	T951	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO. NO.	RATE	PAYMENT	INV. DATE
08OCT09	DL14APR09		14:49 03SEP24		190.00	CASH	23SEP24
R.O. OPENED	READY	OPTIONS: ENG:46989497 TRN:6510868357 AXL:6.43					
03SEP24	23SEP24						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
-1	5458600RX	CORE	RETURN		1093.75	1093.75	1093.75
PARTS: 5520.54 LABOR: 2280.00 OTHER: 228.55					TOTAL LINE B:		8029.09

40895
 FAULT CODES FOR TURBO AND ENGINE CRANKCASE PRESSURE ABOVE NORMAL
 STARTED TRUCK, ENGINE MAKING ABNORMAL NOISE. PINPOINT NOISE,
 INSPECTED TURBO, FIN DAMAGE. REMOVE FENDER, AIR FILTER HOUSING, EVAC
 A/C TO MOVE A/C HOSE AND REMOVE TURBO, INSPECTED TURBO OFF TRUCK FOUND
 THE TURBO SHAFT BROKE. THIS TYPE OF FAILURE CAUSED BY POOR LUCUBRATION
 ADVISE ON REPLACING TURBO ASSY, TRANSFER VGT ACTUATOR, INSTALL
 AND CALIBRATE VGT ACTUATOR. REPLACE TURBO OIL SUPPLY LINE, CHANGE OIL
 AND FILTER, REPLACE AIR FILTER AND CRANKCASE FILTER. PERFORM REPAIRS,
 RD TEST -OK.

C** REPLACE FUEL FILTERS
 60 CUMMINS ENGINE
 8054 JOHNSON, RANDALL S. LITCH# M164856
 CPM 0.50 95.00 95.00
 1 03-43845-000 FUEL FLTR ELEMENT W/SEP 37.79 22.86 22.86
 1 FG/FF5636 FUEL FILTER 38.32 31.59 31.59
 40 PUR/17164 15W40 SYN 14.60 3.88 155.20
 1 DEG/LE9009 "PACKAGE, LUBRICATION FILTER" 67.94 51.96 51.96
 PARTS: 261.61 LABOR: 95.00 OTHER: 0.00 TOTAL LINE C: 356.61
 40875 TECH 8054 REPLACE FUEL WATER SEP. FILTER AND PRESSURE FUEL
 FILTER

CUSTOMER PAY ENVIRMNTL CHARGE FOR REPAIR ORDER 75.00
 MICHIGAN REPAIR FACILITY
 REGISTRATION NUMBER F106252
 LABOR WORKMANSHIP WARRANTY FOR 90 DAYS
 REPAIRS HAVE BEEN COMPLETED SATISFACTORY.
 ALL PARTS SOLD ARE NEW, UNLESS SPECIFIED
 OTHERWISE
 SERVICE MANAGER

ON BEHALF OF SERVICING DEALER, I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREON IS ACCURATE UNLESS OTHERWISE SHOWN. SERVICES DESCRIBED WERE PERFORMED AT NO CHARGE TO OWNER. THERE WAS NO INDICATION FROM THE APPEARANCE OF THE VEHICLE OR OTHERWISE, THAT ANY PART REPAIRED OR REPLACED UNDER THIS CLAIM HAD BEEN CONNECTED IN ANY WAY WITH ANY ACCIDENT, NEGLIGENCE OR MISUSE. RECORDS SUPPORTING THIS CLAIM ARE AVAILABLE FOR (1) YEAR FROM THE DATE OF PAYMENT NOTIFICATION AT THE SERVICING DEALER FOR INSPECTION BY MANUFACTURER'S REPRESENTATIVE.	STATEMENT OF DISCLAIMER The factory warranty constitutes all of the warranties with respect to the sale of this item/items. The Seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose. Seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this item/items.	DESCRIPTION	TOTALS
		LABOR AMOUNT	2375.00
		PARTS AMOUNT	5782.15
		GAS, OIL, LUBE	0.00
		SUBLET AMOUNT	0.00
		MISC. CHARGES	303.55
		TOTAL CHARGES	8460.70
		LESS INSURANCE	0.00
		SALES TAX	0.00
(SIGNED) DEALER, GENERAL MANAGER OR AUTHORIZED PERSON (DATE)	CUSTOMER SIGNATURE	PLEASE PAY THIS AMOUNT	8460.70



PURCHASE ORDER

City of Portland

P.O. 15594

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

VENDOR HECO

DATE: 9/25/24

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Generator #2 @ Dam	582.539.937		14,096.00
electrical generator			
cleaning			
DEPARTMENT HEAD (UP TO \$500) <u>[Signature]</u>		TOTAL	14,096.00

[Signature]
Treasurer Initials

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

Memo



To: City of Portland Board of Light and Power

From: Todd Davlin, Electric Superintendent

Cc: Andrew Dymczyk, City Manager and Nikki Miller, City Clerk

Date: 9-23-2024

Re: HECO – Dam Generator #2 Cleaning

We are in the process of repairing the mechanical wear parts to Generator #2 at the municipal dam. While we conduct preventative maintenance activities on this unit it is prudent that we also clean the electrical windings of the generator which are currently covered in oil and dust, leaving us with a fire hazard risk. We requested bids to conduct cleaning work from four contractors. Bid prices for the work were between \$14,000 and \$25,000 per generator. HECO provided the most competitive estimate, and they are recommended by our Dam Consultant, Scott Kablunde.

Action Item BLP 24-9C – Recommend that City Council approve HECO’s proposal to solvent clean, ice blast and test Generator #2 at the dam, find and repair the oil leak which is the root cause of the soiled windings. The estimated cost of this work is \$14,096.00.

February 20, 2024

City of Portland Michigan
259 Kent Street
Portland, MI 48875
Quote #: 00024032

Attention: Todd Davlin
Subject: Dry Ice Cleaning and Oil Leak Inspection

We appreciate the opportunity to support you with the dry ice cleaning and oil leak inspection of my hydro generator units. We propose to give onsite assistance with removing any required covers and panels to allow for full access of the generators end windings, electrical testing before and after cleaning, and dry ice blasting all exposed windings.

The following Field Service work scope is included in the price:

- Portal to portal travel
- 3 days onsite for assistance in electrical testing and cleaning.
 - Electrical testing to be completed before and after cleaning.
- If resistance-to-ground readings are found to be unsatisfactory following cleaning, then external heaters will be applied to dry the unit.
- The upper bearing housing will be inspected to see if oil leaks can be eliminated.
 - If leaks are determined to be fixed additional time may be needed to get work completed depending on full scope of repairs.
- All testing data and photos will be included into a final report withing 2 weeks of departure from site.

Lead time:

(2) technician onsite for (3) eight-hour days.

Price:

\$14,096.00 per unit

NOTATIONS:

- *Quotation is valid for 30 Days from date of this document.*
- *All onsite work to be performed under LOTO policies and procedures.*
- *All onsite visits to be scheduled with HECO field service supervisor.*
- *All HECO Personnel will follow all indicated safety policies.*

Should you have any questions about this quotation, please do not hesitate to contact us at your earliest convenience.

Respectfully Submitted,

Luke Timmer

Luke Timmer
Field Service Supervisor



CL Trucking & Excavating, LLC

256 E. Parmeter Rd

Ionia, MI 48846

"An Equal Opportunity Employer"

Invoice

DATE

INVOICE #

9/24/2024

24577

BILL TO

City of Portland.
Attn: Tutt Gorman, City Manager
259 Kent Street
Portland, MI. 48875

P.O. NO.

TERMS

DUE DATE

Kent St.

Net 30

10/24/2024

DESCRIPTION

QTY

RATE

AMOUNT

Concrete Work - E4 Planter Curbs
See attached Kent Companies Invoice

1

15,240.00

15,240.00

Payments/Credits

\$0.00

Balance Due

\$15,240.00

Please make check payable to: CL Trucking & Excavating, LLC

Phone # 616-527-9352

Fax # 616-527-8424

Kent Companies, Inc.
 130 60th St SW
 Grand Rapids, MI 49548
 616 534-4909
 800-968-2345 Fax: 616-534-4890



Invoice 46860

Bill to: CL Trucking & Excavating 256 East Parmeter Ionia, MI 48846	Job: 16240726 Portland Planter Boxes Kent Street & Bridge St Portland, MI 48875
--	--

Invoice #: 46860 Date: 08/31/24 Payment Terms: Net 30 Days Customer Code: CLTRUC	Customer P.O. #: Salesperson: hwolcott@clte.net
---	---

Remarks:

Quantity	Description	U/M	Unit Price	Extension
240.000	Planter Curb	If	90.00	21,600.00
			Subtotal:	21,600.00

Current Due: \$21,600.00

MDOT Pd 6,360.00
 City Owes 15,240.00

Please make checks payable to Kent Companies, Inc.
 Interest may be charged on any unpaid balances not paid within 30 days.
 A 3% convenience fee will be added to the total invoice amount if paying by credit card.

Portland C&I Invoice Request
Batch # PO092024batch4

Program: Program Name	MPPA - C&I Program
Work Order Name	St Patrick's Catholic Church 122 N West St (WO-5280777)
Payee Account: Account Name	Batteries Plus - Kentwood
Payee Contact: Full Name	Colin Littler
Payee Account: Mailing Street	3031 28th St SE
Payee Account: Mailing City	Kentwood
Payee Account: Mailing State/Province	MI
Payee Account: Mailing Zip/Postal Code	49512
Total Incentive	\$ 15,597.04
Total kWh Saved	193552.58
Electric Account Number	17-03900-1
Work Order ID	WO-5280777
Installation Complete Date	7/11/2024
Payment Batch Id	PO092024batch4

Total Projects: 2

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

Held on Tuesday, August 26, 2024
In the Council Chambers at City Hall

Members Present: Madarang, Vogl, Ward, Williamson, Briggs, Interim City Manager Terry

Members Absent: Barnes, Sandborn

Staff: Director ConnerWellman, City Clerk Miller

Guests: Jon Moxey of Fleis & VandenBrink

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

Motion by Williamson, supported by Briggs, to excuse the absence of Mayor Barnes and Member Sandborn.

All in favor. Adopted.

Motion by Williamson, supported by Briggs, to approve the amended agenda, removing Item C under New Business.

All in favor. Adopted.

There was no Public Comment.

Motion by Terry, supported by Williamson, to approve the minutes of the July 22, 2024, regular meeting.

All in favor. Adopted.

Motion by Williamson, supported by Terry, to approve the August Treasurer's Report.

All in favor. Adopted.

There were no Team Reports as there was no one in attendance at the August 6, 2024 meeting.

Under Old Business, Director ConnerWellman presented a review of the Brews & Pours event held on August 10, 2024.

Director ConnerWellman noted she will be on vacation September 20 – 29, 2024 and asked that the September DDA meeting be changed to Monday, September 30, 2024, and the Bi-Annual DDA-TIF Public Meeting be held at that time.

Motion by Ward, supported by Terry, to change the September 23, 2024, DDA meeting to September 30, 2024.

All in favor. Adopted.

Under New Business, Director ConnerWellman suggested the upcoming 18-month planning session be held September 10, 2024.

Motion by Williamson, supported by Vogl, to schedule the planning session for September 10, 2024.

All in favor. Adopted.

Jon Moxey of Fleis & VandenBrink provided information and updates on the proposed Looking Glass Plaza Project at 103 E. Grand River Ave. One bid was received that was significantly over budget.

Director ConnerWellman presented information related to the budget and proposed adjustments to add \$150,000.00 to the budget to get \$430,000.00 required for the project. The proposed adjustments would leave no additional funding until Fiscal Year 25-26 for other items outlined in the TIF Plan.

Motion by Williamson, supported by Vogl, to approve the additional \$150,000.00 for the Looking Glass Plaza Project as requested.

All in favor. Adopted.

Motion by Williamson, supported by Vogl, to approve the RAP 2.0 Grant Agreement for \$200,000.00 in funding.

All in favor. Adopted.

Director ConnerWellman provided information to consider an application for Juke to install an Electric Vehicle charging station in the ADM Parking Lot. The decision would be dependent on whether the Electric Department can provide the appropriate service.

There was discussion.

Director ConnerWellman inquired if the DDA would like to hold a recognition of the completion of the Kent Street Improvement Project when it is complete.

There was discussion.

Director ConnerWellman provided the Director's Report.

Under Board Member comments, Member Ward inquired about the zoning of the 50 acres owned by the City at Grand River Ave. and Cutler Rd.

Motion by Terry, supported by Williamson, to adjourn the meeting at 7:57 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

City of Portland
Status Report of Engineering Activities
October 2, 2024

General Consultation (F&V No. 01110G)

- Primary City Point of Contact: Andrew Dymczyk
- F&V Project Manager: Jon Moxey
- No current activities of significance. This is typically used for site plan reviews, smaller engineering questions and assignments, project planning and budgeting and other general activities.

Bridge Inspection and Funding (F&V No. 028771)

- Primary City Point of Contact: Ken Gensterblum
- F&V Project Manager: Jon Moxey
- The Bridge Street Bridge application was submitted in late April. The Grand Region Bridge Council will be meeting October 7 to select projects.
- Routine bridge inspection work was completed on August 9. The depth and current on the Grand River was such that performing the fracture critical inspection on the Bridge Street Bridge with ladders from the channel was not practical. **A mix-up with scaffolding delivery has delayed this work, which was originally scheduled for September 18. It will be rescheduled as soon as the correct equipment has been received.** The bridge will be closed at approximately 8:45am after school traffic clears and plan to reopen at approximately 2:15pm before high school traffic resumes. If the inspection work can't be completed in that timeframe, we will finish after school traffic subsides or on a subsequent day.

Wellhead Protection Work (F&V No. 03332G)

- Primary City Points of Contact: Ken Gensterblum, Rod Smith
- F&V Project Manager: Katie Strohauser
- F&V prepared and maintains the City's Wellhead Protection Plan, using EGLE grant funding (typically covers 50% of costs).
- F&V assisted the City with an application in the recent grant cycle for continuing efforts to identify and evaluate a new well site (submitted on June 11). There are no current issues – this is a proactive effort, for if/when a new site is needed.
- **Grant awards are expected to be announced soon, and it appears the City is well positioned to receive funding.**

Board of Light and Power Cleanup Management (F&V No. 802050/P20398)

- Primary City Point of Contact: Todd Davlin
- F&V Project Managers: Eric Walters & Stephen Dehring
- F&V has been assisting the Board of Light and Power with sampling, reporting and related work stemming from a 2009 release of a petroleum diesel product.
- Periodically, we evaluate options to speed up the cleanup so that the site can be closed with EGLE. However, up to this point, the costs associated with that have outweighed the ongoing costs of managing the cleanup.
- **A proposal for annual groundwater and system sampling in 2024-2025 and preliminary vapor intrusion investigation has been prepared.**
- **A proposal for updating the BLP's Spill Prevention, Control and Countermeasure (SPCC) plan was prepared in February 2024.**

Divine Highway Bridge Replacement (F&V No. 840730)

- Primary City Point of Contact: Ken Gensterblum
- F&V Project Manager: Jon Moxey
- The City received funding from the MDOT Local Bridge Program to replace the bridge. Design is underway, targeting construction in 2025.
- The bridge is planned to be replaced part width, to maintain one lane of traffic, primarily for emergency services. A feasibility study was completed in 2020-2021.

- Environmental clearance documentation has been submitted to MDOT for review.
- Preliminary water main river crossing design is complete. We are working on the Type, Size and Location Plan set, which is the first plan submittal to MDOT.
- **Met with staff on September 17 to review staging and traffic control plans. We are continuing with Type, Size and Location plans maintaining one-way northbound traffic during construction.**

Water Reliability Study Update (F&V No. 844520)

- Primary City Points of Contact: Ken Gensterblum and Rod Smith
- F&V Project Manager: Jon Moxey
- The most recent update was completed in 2021. A draft was submitted to EGLE, but comments were never received.
- The next update is anticipated to be completed in 2026 (typically every 5 years).

Wastewater System Improvements (F&V No. 848392/FVC No. 1221)

- Primary City Points of Contact: Ken Gensterblum, Tony Smith
- F&V Project Manager: Corey Turner
- Wastewater Treatment Plant:
 - Improvements at the plant have been funded through EGLE's Clean Water State Revolving Fund program. A larger project that included lift station and collection system work had to be scaled back – bidding occurred during the height of construction inflation. The project is being delivered as Progressive Design Build through F&V Construction.
 - The work at the plant is substantially complete.
 - Punch list work is nearly complete.
 - **An open house was held on Thursday, September 19.**
- Sanitary Sewer River Crossings:
 - The City received a \$3M State of Michigan budget appropriation to help add back some of the project scope that was removed, including replacement of two of the City's sanitary sewer river crossings. The crossings are constructed as an inverted siphon that utilizes pressure flow under the river and are installed by directional drilling. The alignments are being modified to eliminate a manhole located on "the point" between the Grand and Looking Glass Rivers (at Fabiano's), as that caused significant constructability challenges.
 - **A change order for adding building demolition to the contract is on the October 7 council meeting agenda. This will allow Georgetown Construction to excavate and retrieve the drill head to get through the layer of suspected rock/cobble that is causing drilling issues. Building demolition costs will be separated out in invoices to still apply them toward the plaza project.**
 - The Grand River crossing will require closure and detour of Water Street, which will begin after the Looking Glass River crossing is complete.
- Other:
 - The City is utilizing the remainder of the \$3M (after the river crossings and vector truck purchase, which totals approximately \$2.4M) for completing additional items that were removed from the CWSRF project. Once the river crossing work is complete, the City will finalize what other items will be completed with the remaining funds.

Kent Street Improvements (F&V No. 853960)

- Primary City Points of Contact: Ken Gensterblum, Todd Davlin, Tina CW
- F&V Project Manager: Jon Moxey
- The 200 block is open to traffic.
- **Top course paving was completed September 30 and pavement markings October 2. We are working on a plan and timeframe for re-opening the 100 block to traffic and removing detour signage/barricades.**
- Trees will be planted soon, and perennials will be planted in spring 2025 to give them a chance to establish before being exposed to salt.

Electric Substation Site Plan (F&V No. 863780)

- Primary City Point of Contact: Todd Davlin
- F&V Project Manager: Nate Torrey
- F&V is a sub-consultant to Theka Engineering for site/civil design on the new substation at the Board of Light and Power site.
- The bid opening took place July 3, 2024.
- The construction schedule is being refined. Lead times for some of the electrical equipment is a year or more, so construction might not begin until spring 2025.

103 E. Grand River Avenue Plaza (F&V No. 863880)

- Primary City Points of Contact: Ken Gensterblum, Tina CW
- F&V Project Manager: Jon Moxey
- The project involves demolition of the existing building at 103 E. Grand River Avenue and developing a public plaza area at the site using a MEDC Revitalization and Placemaking grant that was secured as part of a larger application through The Right Place.
- **DDA approved additional funds, bringing the total budget to \$630k (\$58,000 engineering, \$572,000 construction).**
- **A change order to add the building demolition work to the river crossing contract is on the October 7 council agenda. We are working on lining up a contractor to restore the east wall of 104 W. Grand River Avenue close behind the demo work. Once the demo work is complete, plans for the retaining wall and plaza will be refined and put back out for bids.**
- The Electric Department is planning to install a transformer near the dumpster enclosure to improve the electric distribution system in the area.

River Trail Park Renovation (F&V No. 865390)

- Primary City Point of Contact: Neil Brown
- F&V Project Manager: Jon Moxey
- Neil obtained a grant from MDNR to crush, shape and resurface the asphalt river trail between Kent Street (just north of I-96) along I-96, Market Street, Canal Street and Thompson Field to Bridge Street (just east of Water Street).
- **Paving work was completed on October 1 and the project is essentially complete with the exception of shoulder restoration work by the City.**

EGLE Technical, Managerial and Financial (TMF) Project (F&V No. 866480)

- Primary City Points of Contact: Ken Gensterblum and Rod Smith
- F&V Project Manager: Jon Moxey
- The City received a grant for \$256,500 for investigating water services for lead/galvanized pipe to meet the October deadline for its final Distribution System Materials Inventory (DSMI), stemming from EGLE's recent Lead and Copper Rules.
- **Held a preconstruction meeting with Plumbers on September 24.**
- Potholing work is currently anticipated to be completed in October/November.

Wastewater Operations Assistance (F&V No. 712021)

- Primary City Point of Contact: Tony Smith
- F&V Project Manager: Brian Ross
- F&V Operations provided a licensed operator and other operations assistance on an interim basis for several years following a retirement. Since Tony achieved his license, FVOP has been providing expertise and assistance on an as-needed basis.

Dam Site Improvements (F&V No. P20525)

- Primary City Point of Contact: Todd Davlin
- F&V Project Manager: Jon Moxey
- **Visited the site in fall 2023 with Todd Davlin and prepared a proposal in March 2024 for topographic survey, conceptual design and grant application assistance.**



October 4, 2024

Mr. Andrew Dymczyk, City Manager

City of Portland

259 Kent Street

Portland, MI 48775

RE: September 2024 Monthly Operation Report

Dear Mr. Dymczyk:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of September 2024. I will submit future progress reports on a monthly basis for your review. All information and data used to compile this report is available for your review. If you have any questions, please email me at, tsmith@portland-michigan.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'T Smith', with a stylized flourish at the end.

Tony Smith

City of Portland WWTP Superintendent

● ADMINISTRATIVE REPORT

- The September 2024 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes and Energy (EGLE). The average influent flow was 289,000 gallons per day. The daily maximum flow was 312,000 GPD. The WWTP discharged a total of 7.396 MG (million gallons) of final effluent to the Grand River for the month of August and treated a total of 8.672 MG (million gallons) of influent (raw wastewater). The Monthly Operating Report (MOR) is included in this report. Along with the monthly DMR being submitted, the annual Bio-solids report and annual DMR were submitted to EGLE. The City of Portland met all requirements for Class B biosolids pertaining to land application. The City of Portland produced 85 dry tons of biosolids last year.
- The City of Portland WWTP Permit is set to expire in the spring of 2025, the renewal application was submitted to EGLE for review and approval before the October 1st deadline.

● Action Items

- The WWTP staff continues to work with contractors to dial in the automated control features with the new equipment upgrades. The 3 main automated features include Sludge withdrawal, sludge thickening and sludge transfer.
- Midwest Power was onsite early September to install safety grating in the hatch that was cut into the raw influent wet well.
- Weidmueller was on site multiple times to program and adjust any issues we have discovered with the programming in September. City staff also continues to dial in the aerobic digester controls. The new controls allow mixing and oxygen control. The mixing is controlled by a compressor which sends air pulses to an inner and outer diffuser lined in both Digesters in an alternating pattern. The process air is controlled by D.O. sensor "dissolved oxygen" which when it hits a setpoint .5 mg/l it turns on a designated digester blower. When a high setpoint of 2.5mg/l D.O. is achieved it communicates to the blower to shut down. These functions allow the digesters to go from an aerobic state "abundance of free oxygen", to a state of anoxic "little to no free oxygen". This environment is ideal for endogenous respiration, since there isn't a continuous supply of food for the microorganisms to survive, they in turn begin to cannibalize themselves and further break down the sludge inventory.
- WWTP staff has been organizing and reclaiming areas of the WWTP that have been under construction for the past 19 months.
- Roamer has de-mobilized after failed attempts boring over to Kent St. The current plan is to relocate the manhole structure in the soon to be demolished I03 lot. Roamer has a pilot bore that successfully landed underneath the current I03 building. Once the building is demolished, Roamer will continue on the project. For now, the project is at a stand still until demo work can be completed.
- City Staff along with F&V and contractors continue to work through the items remaining on the punch list. City staff and F&V have also continued conversations about best use of the remaining funds from contingency funds and also remaining funds from the appropriations. Items include WWTP lab upgrades, which would include a suitable break room, shower and locker room for employees, windows and HVAC

system. Also on the list is a portable 6" trash pump for high flow events, CIPP- fixing of known trouble spots in the collection system.

● WASTEWATER MAINTENANCE

-The WWTP staff completed 145 preventative maintenance work orders from our HIPPO computerized maintenance program (CMMS). The CMMS will be updated to accommodate all of the new equipment this fall.

-The WWTP staff pulled and cleaned the Ultra-Violet disinfection racks less frequently in September, as the fecal coliform counts are trending in the right direction.

-Plant staff with the use of the Gap-Vac truck cleaned over 6000 ft of sewer main for the month of September.

-The annual Clarifier maintenance was started in August. Plant staff took the east clarifier down and completed all annual maintenance last month for the East Clarifier, the West Clarifier was taken out of service in September and all maintenance was completed as well. The clarifiers are showing some signs of aging and will need some weir replacement and coatings taking care of in the next couple of years.

-Annual calibrations of lab equipment and flow meter were completed by UIS Scada in September, also the annual lift station maintenance was completed by Kennedy Industries in September. Calibration and records of are required by EGLE.

-Fresh Coast Gutters was on-site to repair some damaged gutters and downspouts as well they added a new section of eavestrough to the back side of the lab building.

OPERATIONS/ UPGRADE NOTES

-The WWTP continues to work with contractors throughout the upgrade process. We are discussing daily how the new process is being adjusted and continue to learn the new system. The new valving and pumping processes have proven to be pretty versatile.

-With the WWTP project slowly coming to an end, we are still working on some minor punch list items.

-The City of Portland and Contractors held an open house in September to give residents an opportunity to witness all of the improvements. Thank you to everyone who came out to the WWTP open House.

● EMERGENCY ALARM CALL-OUTS

-There was 0 after hours call outs for the month of August 2024. City staff performed a sewer inspection at the Peake Building after the lateral was reconnected to the sewer main. City staff also responded to a sewer backup on Cross St. The issue was determined to be in the sanitary lateral.

● DAILY FLOW SUMMARY

The wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of September 2024. The average influent flow during this period was 289,000 gallons per day and the average effluent flow during this period was 247,000 gallons per day. We had (6) days with measurable precipitation which totaled 0.52 inches. The influent flow is higher than the effluent flow due to solids removal and due to recycle flows which are measured twice.

September 2024

FINAL EFFLUENT

DAY	CBOD -5					T.S.S					V.S.S	TOTAL PHOSPHORUS			pH	DO	FECAL		AMMONIA		
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%		mg/l	mg/l	lbs/day			%	su	mg/l	COLIFORM	NITROGEN
	7-day		7-day		Rem.	7-day		7-day		Rem.		Rem.					cts/100 ml	7-day	mg/l	lbs/day	
	Avg		Avg			Avg		Avg									GEO				
1																					
2																					
3	5.7		11.5		98	8.8		17.7		95	4.4	0.680	1.4	87	6.8	5.6	25				
4	5.6		11.8		98	10.0		21.1		94	4.8	0.940	2.0	88	7.1	4.4	10		0.23 0.6		
5	4.2		9.2		98	7.3		16.0		97	3.7	0.888	1.9	85	7.2	7.2	1				
6																					
7		5.2		10.8			8.7		18.3									6			
8		5.2		10.8			8.7		18.3									6			
9		5.2		10.8			8.7		18.3									6			
10	6.0	5.3	12.9	11.3	98	10.4	9.2	22.3	19.8	98	7.2	0.904	1.9	89	7.2	5.4	1	2			
11	5.0	5.1	10.8	11.0	98	8.0	8.6	17.3	18.5	97	4.0	1.060	2.3	86	7.4	5.3	1	1	0.28 0.7		
12	6.2	5.7	12.3	12.0	98	3.6	7.3	7.1	15.6	99	2.4	1.170	2.3	85	7.3	5.9	1	1			
13		5.7		12.0			7.3		15.6									1			
14		5.7		12.0			7.3		15.6									1			
15		5.7		12.0			7.3		15.6									1			
16		5.7		12.0			7.3		15.6									1			
17	7.9	6.4	16.7	13.2	98	10.7	7.4	22.6	15.7	97	6.0	0.973	2.1	89	7.4	5.6	1	1	1.52 3.4		
18	6.5	6.9	13.2	14.1	98	6.7	7.0	13.6	14.4	98	4.3	1.240	2.5	82	6.6	5.0	2	1			
19	5.2	6.5	10.8	13.6	98	7.0	8.1	14.6	16.9	97	5.0	0.990	2.1	84	7.2	5.5	4	2			
20		6.5		13.6			8.1		16.9									2			
21		6.5		13.6			8.1		16.9									2			
22		6.5		13.6			8.1		16.9									2			
23		6.5		13.6			8.1		16.9									2			
24	4.8	5.5	9.3	11.1	99	10.4	8.0	20.2	16.1	97	7.2	0.527	1.0	91	6.9	5.3	1	2	0.37 0.8		
25	8.2	6.1	19.5	13.2	98	5.7	7.7	13.5	16.1	98	3.7	0.645	1.5	92	7.2	5.6	1	2			
26	5.9	6.3	12.4	13.7	98	6.3	7.5	13.3	15.7	98	3.4	0.826	1.7	92	7.3	5.3	1	1			
27		6.3		13.7			7.5		15.7									1			
28		6.3		13.7			7.5		15.7									1			
29		6.3		13.7			7.5		15.7									1			
30		6.3		13.7			7.5		15.7									1			
31		7.1		16.0			6.0		13.4									1			
M/M																					
TL																					
GA																					
ME	5.9		12.5		98	7.9		16.6		97	4.7	0.90	1.9	88		5.5	1.9		0.6 1.4		
WGA																					
WA																					
M/M = Maximum/Minium; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weighed Avg.																					
REMARKS:																					

Total pounds are the multiplication of the monthly average by the number of days in the month.

City of Portland, MI

September 2024

- 1. Clear 4. Rain..
- 2. P. Cloudy 5. Snow
- 3. Cloudy 6. Windy

RAW INFLUENT

DAY	WEATHER		FLOW DATA						TEMP °C	PH SU	CBOD - 5 Day		TSS		V.S.S		TOTAL PHOSPHORUS		Day
	Type	Precip	Total Effluent	7-day Avg	Total Influent	7-day Avg	Peak mgd	Min mgd			mg/l	lbs/day	mg/l	lbs/day	mg/l	lbs/day	mg/l	lbs/day	
	Code	Inches	mgd	Avg	mgd	Avg	mgd	mgd											
1	1,2	0	0.226		0.258		0.57	0.26										1	
2	2	0.00	0.249		0.285		0.57	0.31										2	
3	12	0.00	0.242		0.291		0.55	0.30	20.5	7.5	295	717	188	457	108	5.4	13	3	
4	1,2	0.00	0.253		0.304		0.68	0.26	20.7	7.9	282	715	176	446	148	7.8	20	4	
5	234	0.20	0.263		0.304		0.57	0.32	21.4	7.4	233	590	260	658	236	5.9	15	5	
6	234	0.01	0.256		0.302		0.63	0.26										6	
7	123	0.00	0.224	0.245	0.263	0.287	0.56	0.26										7	
8	23	0.00	0.253	0.213	0.295	0.251	0.55	0.31										8	
9	23	0.00	0.259	0.250	0.304	0.295	0.61	0.29										9	
10	23	0.00	0.257	0.252	0.304	0.296	0.55	0.30	20.6	8.0	368	932	416	1053	352	8.3	21	10	
11	23	0.00	0.259	0.253	0.301	0.296	0.56	0.31	21.1	8.0	328	822	316	792	280	7.5	19	11	
12	23	0.00	0.237	0.249	0.293	0.294	0.53	0.30	21.8	7.9	375	916	312	762	300	7.8	19	12	
13	2	0.00	0.232	0.246	0.288	0.292	0.57	0.27										13	
14	1,2	0.00	0.229	0.247	0.276	0.294	0.60	0.33										14	
15	1	0.00	0.245	0.245	0.295	0.294	0.61	0.26										15	
16	12	0.00	0.252	0.244	0.296	0.293	0.60	0.27										16	
17	1	0.00	0.253	0.244	0.294	0.292	0.54	0.27	20.7	8.0	372.5	914	308	756	268	8.6	21	17	
18	1	0.00	0.244	0.242	0.294	0.291	0.56	0.26	20.7	6.9	262	642	328	804	284	7.1	17	18	
19	1	0.00	0.250	0.244	0.295	0.291	0.58	0.28	20.9	7.9	238	586	208	512	192	6.1	15	19	
20	2	0.00	0.270	0.249	0.312	0.295	0.54	0.31										20	
21	2	0.00	0.252	0.252	0.297	0.298	0.64	0.34										21	
22	234	0.23	0.250	0.253	0.293	0.297	0.60	0.29										22	
23	34	0.03	0.242	0.252	0.295	0.297	0.54	0.30										23	
24	34	0.04	0.233	0.249	0.278	0.295	0.80	0.31	20.8	7.6	360	834	312	723	272	6.0	14	24	
25	23	0.00	0.285	0.255	0.286	0.294	0.54	0.30	21.0	7.9	490	1170	376	898	308	8.0	19	25	
26	23	0.00	0.253	0.255	0.302	0.295	0.66	0.31	20.4	8.0	368	926	344	866	256	11.0	28	26	
27	28	0.00	0.235	0.250	0.269	0.289	0.53	0.26										27	
28	234	0.01	0.231	0.247	0.259	0.283	0.51	0.23										28	
29	23	0.00	0.239	0.245	0.269	0.280	0.53	0.32										29	
30	23	0.00	0.223	0.243	0.271	0.276	0.50	0.31										30	
31				0.209		0.236												31	
TL		0.52	7.396		8.672		17.38	8.70	250.6	93.0									
MAX																			
ME		0.02	0.247		0.289		0.58	0.29	20.9	7.8	331	804	295	727	250	7.5	18		
REMARKS:																			

City of Portland, MI

November 2024

ACTIVATED SLUDGE

DAY	Aeration Volume KCF	Detent. Time Hours	CRT Days	Organic Loading F/M	DO W	DO E	AIR SUPPLY CuFt./D	WAS gal	WAS lbs	Air Volume
1	24	16.7	#DIV/0!		4.1	6.2	1.44	0.00	0	10
2	24	15.1	#DIV/0!		3.4	6.8	1.44	0.00	0	10
3	24	14.7	#DIV/0!		3.6	5.7	1.44	6.87	0	10
4	24	14.1	#DIV/0!		3.8	5.8	1.44	5.00	0	10
5	24	14.1	#DIV/0!		4	5.3	1.44	0.00	0	10
6	24	14.2	#DIV/0!		3.43	5.0	1.44	6.00	0	10
7	24	16.3	#DIV/0!		3.8	5.4	1.44	0.00	0	10
8	24	14.6	#DIV/0!		3.7	5.1	1.44	6.00	0	10
9	24	14.2	#DIV/0!		3.5	4.3	1.44	6.00	0	10
10	24	14.1	#DIV/0!		3.81	3.8	1.44	4.11	0	10
11	24	14.3	#DIV/0!		3.02	5.0	1.44	0.00	0	10
12	24	14.7	#DIV/0!		3.35	4.2	1.44	2.29	0	10
13	24	14.9	#DIV/0!		4.01	5.0	1.44	4.00	0	10
14	24	15.6	#DIV/0!		3.7	4.7	1.44	0.00	0	10
15	24	14.6	#DIV/0!		4.1	6.1	1.44	3.00	0	10
16	24	14.5	#DIV/0!		3.2	4.4	1.44	6.00	0	10
17	24	14.6	#DIV/0!		3.2	5.0	1.44	0.00	0	10
18	24	14.6	#DIV/0!		3.8	4.4	1.44	8.00	0	10
19	24	14.6	#DIV/0!		4.3	4.9	1.44	2.50	0	10
20	24	13.8	#DIV/0!		4	4.7	1.44	0.00	0	10
21	24	14.4	#DIV/0!		4.29	5.6	1.44	4.00	0	10
22	24	14.7	#DIV/0!		3.96	5.8	1.44	4.00	0	10
23	24	14.5	#DIV/0!		3.4	4.2	1.44	8.00	0	10
24	24	15.5	#DIV/0!		4.02	3.8	1.44	8.00	0	10
25	24	15.0	#DIV/0!		3.69	3.8	1.44	5.00	0	10
26	24	14.2	#DIV/0!		3.87	3.6	1.44	6.00	0	10
27	24	16.0	#DIV/0!		4.56	4.9	1.44	0.00	0	10
28	24	16.6	#DIV/0!		4.8	4.5	1.44	0.00	0	10
29	24	16.0	#DIV/0!		4.8	4.4	1.44	0.00	0	10
30	24	15.9	#DIV/0!		3.95	3.4	1.44	6.09	0	10
TL								100.85	0	
ME	24	#DIV/0!	#DIV/0!	#DIV/0!	4	4.8	1.44	3.36	0	
REMARKS:										

Total lbs are figured by multiplying the monthly average by the number of days in the month.

September 2024

MISCELLANEOUS DATA

DAY	OUTFALL OBSERVATION	GRIT	NAT. GAS	ELECT. WWTP	ELECT. Riverside Lift Stat.	ELECT. Canal Lift Stat.	ELECT. Cutler Lift Stat.	FERRIC CHLORIDE	Polymer Sludge Thickener gallons
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs	
SF				1					
1	n		0	176				304	0.0
2	n		0	200				304	0.0
3	y	40.5	0	184				304	0.0
4	y		0	200	18	29	20	304	0.0
5	y		0	208	9	15	10	304	0.0
6	y		0	184				304	6.3
7	n		0	176				304	0.0
8	n		0	192	33	40	37	304	0.0
9	n		0	200				304	5.6
10	y	40.5	0	192	16	26	20	304	0.0
11	y		0	200				304	0.0
12	y		0	184	18	30	22	304	0.4
13	y		0	176				304	0.0
14	n		0	192				304	0.0
15	n		0	192	25	43	32	304	0.0
16	n		0	200				304	0.0
17	y	40.5	0	192	17	28	19	304	0.0
18	y		0	200				304	0.0
19	y		0	200	16	26	17	318	0.0
20	y		0	192				331	0.0
21	n		0	200				331	0.0
22	n		0	1920	30	43	32	331	0.0
23	n		0	200				331	8.0
24	y		0	200	18	25	22	331	4.8
25	y		0	224				331	0.0
26	y		0	224	19	28	21	276	0.0
27	y	54.0	0	200				276	0.0
28	n		0	184				276	0.0
29	n		0	184	31	45	38	276	0.0
30	n		0	200	9	14	10	276	0.0
31									
TL		175.5	0.0	7576	259	392	300	9156	25.1
ME		43.9	0	253	20	30	23	305	0.8
REMARKS:									
Total lbs are figured by multiplying the monthly average by the number of days in the month.									

Plant Manager: Tony Smith

City of Portland, MI

September 2024

DIGESTER BIOSOLIDS

SF DAY	RAW SLUDGE						BIOSOLIDS						
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	GAS
	Pumped gal	Total Solids	% Vol. Solids	Loading lbs/1000 cuft.		C.	TEMP. C.		%	%	RATIO	SOLIDS REDUCTION	Produced CuFt X 100
1													
2													
3				#VALUE!								#DIV/0!	
4													
5												#DIV/0!	
6		1.5	52		7.2	21.6	23.0	7.2	8.1	52		0	
7													
8													
9													
10				#VALUE!								#DIV/0!	
11													
12												#DIV/0!	
13												#DIV/0!	
14				#VALUE!								#DIV/0!	
15													
16													
17				#VALUE!								#DIV/0!	
18													
19													
20													
21				#VALUE!								#DIV/0!	
22													
23		1	53		7.4	23.0	24.2	7.4	7	60		0	
24				#VALUE!								#DIV/0!	
25													
26													
27													
28				#VALUE!								#DIV/0!	
29													
30													
31				#VALUE!									
TL	0												0
ME	#DIV/0!	1.3	53	#VALUE!	7.3	22.3	23.6	7.3	7.6	56		#DIV/0!	#DIV/0!
REMARKS: Loading Rate = .02 -.10 lb/cu. ft.													

Digester Volume:
 Primary: 14700
 Secondary: 14700

Process Pattern:
 Primary, Secondary, Land Application

City of Portland, MI

September 2024

SOLIDS DISPOSAL

DAY	SUPERNATANT							BIOSOLIDS DISPOSAL				SITE #	DRY TONS APPLIED.
	AMT.	PH	TOTAL	VOL.	SUSP.	Phosp.	PHOSP.	SOLIDS	AMOUNT	TOTAL	VOL.		
			SOLIDS	SOLIDS	SOLIDS			TO BED	HAULED	SOLIDS	SOLIDS		
	gal.		%	%	mg/l	mg/l	lbs	lbs	gal	%	%		
1	0							0.0					
2	0							0.0					
3	0							0.0					
4	0							0.0					
5	0							0.0					
6	0							0.0					
7	0							0.0					
8	0							0.0					
9	0							0.0					
10	0							0.0					
11	0							0.0					
12	0							0.0					
13	0							0.0					
14	0							0.0					
15	0							0.0					
16	0							0.0					
17	0							0.0					
18	0							0.0					
19	0							0.0					
20	0							0.0					
21	30381							0.0					
22	0							0.0					
23	0							0.0					
24	0							0.0					
25	0							0.0					
26	0							0.0					
27	0							0.0					
28	0							0.0					
29	0							0.0					
30	0							0.0					
31	0							0.0					
TL	30381							0.0	0				
ME													

Supernatant to drying beds or storage tank and cycled back to plant headworks.
 Biosolids to farm land and landfill.

	Total Equalization	WAS	Sludge Pumped to D1	Total	Starts
	Gal	Gal	(Starts x 30.266)	Starts	
Stop			Gal		
	0	0	0		0
	0	6870	0		0
	0	4999	0		0
	0	0	0		0
	0	6000	0		0
	0	0	0		0
	0	5998	0		0
	0	5999	0		0
	0	4109	0		0
	0	0	0		0
	0	2292	0		0
	0	4000	0		0
	0	0	0		0
	0	2999	0		0
	0	5999	0		0
	0	0	0		0
	0	7998	0		0
	0	2500	0		0
	0	0	0		0
	0	3999	0		0
	0	4000	0		0
	0	7998	0		0
	0	7998	0		0
	0	5000	0		0
	0	5998	0		0
	0	0	0		0
	0	0	0		0
	0	0	0		0
	0	6090	0		0
	0	0	0		0
	0	100846	0		0
	0	3253	0		0

City Of Portland
Water Department
Monthly Water Report
September 2024

Monthly Water Production

Well #4	8,740,000 Gallons
Well #5	0 Gallons
Well #6	4,656,000 Gallons
Well #7	17,000 Gallons

Daily Water Production

Well #4	291,333 Gallons
Well #5	0 Gallons
Well #6	155,200 Gallons
Well #7	567 Gallons

Daily Average Water Production for All Wells 447,100 Gallons

Total Water Production for the Month 13,413,000 Gallons

Total Water Production for the Previous Month 12,211,000 Gallons

Total Production increased by 1,202,000 Gallons

Total Production for This Month from the Previous Year 12,192,000 Gallons

Total Production increased by 1,221,000 Gallons

Rodney D. Smith Jr.
Water Technician

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

September 18, 2024
August 1-31, 2024

Kwh Consumed	3,595,557
DIESEL PRODUCTION	0
HYDRO GENERATION	111,605

Total Kwh Purchased	3,483,952	Total Dollars Paid	\$ 262,608.93
----------------------------	------------------	---------------------------	----------------------

Kwh Billed

Residential	1,559,964
Commercial	744,967
Large General	606,580
City St. Lites Metered	8,149
St. Lites Unmetered	
Rental Lights	
Demand	1,895

Dollars Billed

PCA Billed	\$ 3,903.67
Residential	\$ 243,303.47
Residential EO Charge	\$ 2,876.75
Geothermal Discount	\$ -
AMI Opt Out	\$ 60.00
Commercial	\$ 113,351.27
Commercial/LG EO Charge	\$ 2,486.66
Large General	\$ 65,774.52
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 833.78
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 234.34
Demand	\$ 16,042.56
Tax	\$ 17,387.47

Total Kwh Billed 2,921,555

Total Dollars Billed \$ 467,815.94

Arrears after billing	\$ 14,893.93
Penalties Added	\$ 3,348.39
Arrears end of month	\$ 40,007.94
Fuel Cost Billed	\$ (27,554.89)
Amount Collected	\$ 511,649.30
Total Adjustments	\$ (2,256.16)

Power Cost Adj. -0.00796

Residential Customers	2,227
Commercial Customers	334
Large General	15
Total Customers	2,576

09/04/24



CITY OF PORTLAND
August-24

WATER DEPARTMENT REPORT

MONTH	Aug-24	PERIOD COVERED	August 1-31, 2024
Customers Billed		Penalties Added	\$ 425.76
City	1,857	Dollars Collected	\$ 88,056.18
Rural	25	Arrears at end of Month	\$ 5,912.72
Total Customers	1,882	Adjustments	\$ 476.06
		Gallons Pumped	12,211,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	12,720,047		\$ 86,110.67
Rural	204,183		\$ 2,682.51
Total	<u>12,924,230</u>		<u>\$ 88,793.18</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,797	Dollars Billed	\$154,105.52
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 154,105.52

Penalties Added	\$ 918.55
Dollars Collected	\$ 156,042.46
Arrears at end of Month	\$ 11,566.50
Adjustments	\$ 1,854.07
Gallons Treated per Million	8.863



IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
SEPTEMBER 24, 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 Common Cash and General Fund Payroll for the month of August 2024- \$ 3,076,420.62
 - D. Approve payments of Health Department payroll and accounts payable for the month of August 2024-\$ 208,623.34
 - E. Approve payments of Road Department payroll and accounts payable for the month of August 2024-\$ 3,280,133.72
 - F. Approval of payments from Trust and Agency for the month of August 2024-\$2,449,829.93
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request Approval to Upgrade/Purchase NG911 Recording System-Lance Langdon
 - B. Request Removal of VHF equipment and tower work-Lance Langdon
 - C. Request Authorize Signatures for FY25 Office of Community Corrections Grant-Selina Schmidt
 - D. Request Approval for Rental of Loader for Jordan Lake-Linda Pigue
 - E. Request Approval to accept quote for Grader & Snowplow Blades-Linda Pigue
 - F. Request to accept quote for Rotating Carbide Moldboard Bits-Linda Pigue
 - G. Request Engineer Study for Airport SRE Building-Rod Steel

- H. Request for Additional Portico Repairs-Rod Steel
- IX. Department Reports**
 - A. Public Defenders 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. Closed Session- NONE**
- XIV. Adjournment**

Board and/or Commission Vacancies

- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative

Appointments for consideration in the month of September 2024:

- Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services Emergency Coordinator
- Commission on Aging

Appointments for consideration in the month of October 2024:

- Department of Human Services Board

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
OCTOBER 8, 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)
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request Approval of Mid-State Health Network SUD Agreement-Chad Shaw
 - B. Request to Renew Contract with Michigan Department of Environment, Great Lakes, and Energy-Chad Shaw
 - C. Request for Man-Doors at Riverside, Jordan Lake and Belding Facilities’ -Linda Pigue
 - D. Request Approval of 2024 Apportionment Report-Anthony Meyaard
 - E. Resolution Adopting 2024 Apportionment-Anthony Meyaard
 - F. Authorize Administrator to sign LOI with MVAA, and discussion on creation of a County Veterans’ Affairs/Veterans’ Services Office-Patrick Jordan
 - G. Request to make changes to County Commissioners compensation-Patrick Jordan
- IX. Department Reports**
- 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. Closed Session- NONE

XIV. Adjournment

Board and/or Commission Vacancies

Appointments for consideration in the month of October 2024:

Appointments for consideration in the month of November 2024: