



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

7:00 P.M. Monday, October 21, 2024

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order by Mayor Barnes</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
7:08 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u> - None</b>	
	<b>VII. <u>Public Hearing(s)</u> - None</b>	
	<b>VIII. <u>Old Business</u> - None</b>	
	<b>IX. <u>New Business</u></b>	
7:15 PM	<b>A. Proposed Resolution 24-89 Approving the Purchase of a 2023 MTech Trailer Mounted Leaf Vac for the Department of Public Works (DPW)</b>	Decision
7:18 PM	<b>B. Proposed Resolution 24-90 Approving Payment to CL Trucking &amp; Excavating for the River Trail Renovation Project</b>	Decision
7:20 PM	<b>C. Proposed Resolution 24-91 Approving Payment to F&amp;V Construction Work Performed for the Wastewater Treatment Plant Project</b>	Decision
7:23 PM	<b>X. <u>Consent Agenda</u></b>	Decision
	<b>A. Minutes and Synopsis of the Regular City Council Meeting held on October 7, 2024</b>	
	<b>B. Payment of Invoices in the Amount of \$424,815.57 and Payroll in the Amount of \$158,823.55 for a Total of \$583,639.12</b>	
	<b>C. Purchase Orders over \$5,000.00</b> 1. CL Trucking & Excavating, LLC in the Amount of \$6,049.70 for Additional Work Performed on Kent Street 2. Fleis & VandenBrink in the Amount of \$11,449.03 for Engineering Services Related to the Kent Street Improvement Project	
	<b>XI. <u>Communications</u></b>	
	<b>A. Board &amp; Commissions Application – Mike Fox</b>	
	<b>B. MPSC Notice of Hearing for Consumers Energy</b>	

<b>Estimated Time</b>
7:25 PM
7:28 PM
7:30 PM
7:35 PM

- XII. Other Business** – None
- XIII. City Manager Comments**
- XIV. Council Comments**
- XV. Adjournment**

<b><u>Desired Outcome</u></b>
Decision

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 24-89**

**A RESOLUTION APPROVING THE PURCHASE OF A 2023 MTECH TRAILER MOUNTED LEAF VAC FOR THE DEPARTMENT OF PUBLIC WORKS (DPW)**

**WHEREAS**, DPW operates and maintains several work vehicle attachments in its fleet to perform various city services; and

**WHEREAS**, current equipment that is to be replaced is utilized for leaf pickup was purchased in 1992 and has become unreliable and difficult to maintain; and

**WHEREAS**, the City Manager and the Director of Public Works recommend that City Council approve the purchase of a 2023 MTech Trailer Mounted Leave Vac for the amount of \$100,051.53, a copy of the quote and memo from the DPW Director, are attached as Exhibit A.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. City Council approves the purchase of a 2023 MTech Trailer Mounted Leaf Vac for the amount of \$100,051.53, a copy of the quote and memo from the DPW Director, 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 21, 2024

\_\_\_\_\_  
**Monique I. Miller, City Clerk**



# Memo

**To:** Andrew Dymczyk, City Manager

**From:** Ken Gensterblum, Public Works Director

**cc:**

**Date:** October 16, 2024

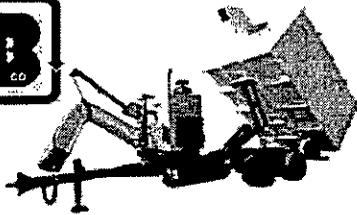
**Re:** ODB Extreme Vac

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The purchase order is for a leaf vac to upgrade our leaf removal equipment. The DPW will run 2 leaf vacs as needed when the demand is there. We currently have 3 leaf vac the newest one is a 2010 model we purchased in 2021, and 2 older models from the early 1990's. The 2 older models have shown to be unreliable and are beyond their life expectancies. The ODB Extreme Vac was brought here for us to use and we feel this will fill the need. Once the new vac is placed in service our plan is to auction or scrap the 2 older machines as we feel we will have reliable equipment and no need to retain a back up machine. We anticipate this machine will be in service before the end of October.

Recommendation is to approve the purchase of the ODB Extreme Vac from M Tech Company.





Effective 2/1/2023  
 Print Date 9/13/2024



Dealer Name MTech Company  
 Dealer Address 11701 Belden Ct, Livonia, MI 48150  
 Dealer Contact Name Scott Silberzahn  
 Dealer Contact Phone 616-460-7601  
 Customer Name Portland MI  
 Customer Address 451 Morse Drive, Portland MI 48875  
 Customer Contact Name Ken

**DCL750TM - Value Trailer Mounted  
 Self-Contained Debris  
 Electronic Build Sheet (EBS)**



**Trailer Mount Standard Features Options that Maximize Safety, Efficiency, Functionality & Performance**

<ul style="list-style-type: none"> <li>-28" Suction Impeller with (6) 3/8" thick T-1 steel blades</li> <li>-Direct drive with automotive style clutch engagement</li> <li>-40 gallon polyethylene fuel tank</li> <li>-Electronic engine controls with safety shut-downs</li> <li>-13" clutch assembly with 2.25" PTO shaft and safety engagement</li> <li>-16" x 144" Urethane suction hose with steel nozzle</li> <li>-102" overall Width</li> <li>-Boxed perforated radiator screens</li> </ul>	<ul style="list-style-type: none"> <li>-Single Side Hinge Doors</li> <li>-Light bar on hopper with 4 front facing amber flashing LED lights</li> <li>-LED DOT lights</li> <li>-Gear driven Hydraulic pump powers 15.2 ton capacity hoist</li> <li>-Heavy Duty height adjustable pintle eye with 3 quick-pins</li> <li>-Manual parking jack with drop foot</li> <li>-2 amber LED oval flashers</li> <li>-Electric brakes with break-away actuator</li> </ul>
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Qty	Whole Good - Choose One	PN	PRICE
1	25 Cubic Yard Trailer Mount Debris Collector - Value Unit	DCL750TM25	\$ 99,281.91
Qty	Engine and Blower Options	PN	PRICE
	Fluid Drive coupler in lieu of standard clutch	UU2248XPTOKIT	\$ 6,718.60
1	Engine Block Heater, 115V (John Deere Diesel Only)	RE42138	\$ 179.92
1	Engine remote oil drain	14OPT	\$ 482.08
Qty	Miscellaneous Options	PN	PRICE
1	Hydraulic front parking jack in lieu of manual (800s only)	9OPT	\$ 1,942.73
2	11 ga perf screens (10,14,16 and 20 CYD) *2 PER	SCL805810P (*2)	\$ 1,071.99
1	Remote electric throttle for engine (Standard on 2/3 Axis)	19OPT	\$ 1,020.91
	Self Cleaning Radiator Screen (Diesel Only)	1241XZ	\$ 3,118.89
Qty	Paint Options	PN	PRICE
	Paint, Special: White enamel replaced by color	PPG800	\$ 1,221.43
	Special Paint Color:		
	Special Paint Code:		
	Decal wrap children playing	1118XZ	\$ 2,979.05
	Decal wrap blowing leaves	1064XZ	\$ 3,083.32
Qty	Freight Options - Choose One		PRICE

LTL and Full Truck Rates are subject to truck availability. Step Deck rates are quoted based on dealer having an unloading dock.  
 If ODB arranges for unloading on behalf of the dealer, dealer will be billed for additional unloading expense.

	ODB Supplied (\$5/mile)	\$ -
1	Supplied by Dealer: No Charge	\$ -

Ship to Name: \_\_\_\_\_  
 Ship to Address: \_\_\_\_\_  
 Ship to Phone: \_\_\_\_\_

Qty	Additional Items/Special Option Requests	PN	PRICE
1	MTech 2023 Stock Order Discount		\$ (5,000.00)

Terms		PRICE	
<input type="checkbox"/>	Net 10	<i>Subtotal Unit</i>	\$ 105,051.53
<input checked="" type="checkbox"/>	Net 30	<i>Freight</i>	\$ -
<input type="checkbox"/>	Irrevocable Letter of Credit	<i>Additional Items</i>	\$ (5,000.00)
<input type="checkbox"/>	Other:	<b>Total</b>	\$ 100,051.53

**Please submit POS to: sales@mtechcompany.com**

Authorized Customer Representative Submitting Purchase Order \_\_\_\_\_ Date \_\_\_\_\_

I understand this document is a binding purchase order and is a contract for the purchase of goods. This purchase order can not be amended except in writing by both parties. This agreement constitutes the entire agreement between both parties and there are no other understandings other than those incorporated within. Make note of the following: All prices are subject to change without notice. All pricing is quoted and to be paid in U.S. funds. Payment required before release of MSO. Warranties on chassis and auxiliary engine (if required) are provided by their manufacturer and are not covered by ODB. Customers are responsible for reviewing, and verifying, all quotes prior to submission in regards to the customers' bid requirements. Write-in options are subject to final approval concerning both structure and price by ODB management

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 24-90**

**A RESOLUTION APPROVING PAYMENT TO CL TRUCKING &  
EXCAVATING FOR THE RIVER TRAIL RENOVATION PROJECT**

**WHEREAS**, the River Trail Renovation Project between Kent Street, along I-96, Market Street, and Canal Street to Bridge Street approved at the July 15, 2024 City Council Meeting has been completed; and

**WHEREAS**, the City of Portland was awarded funding for this project from the Michigan Department of Natural Resources (DNR) Passport Program; and

**WHEREAS**, CL Trucking & Excavating has performed work in accordance with the project scope and contract and has submitted a request for payment in the amount of \$182,308.04 a copy of which is attached as Exhibit A.

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

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council approves the pay request from CL Trucking & Excavating for work performed for the River Trail Renovation Project in the amount of \$182,308.04, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**Dated:** October 21, 2024

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

**Contractor's Application for Payment**

Owner:	<u>City of Portland</u>	Owner's Project No.:	<u>N/A</u>
Engineer:	<u>Fleis &amp; VandenBrink</u>	Engineer's Project No.:	<u>865390</u>
Contractor:	<u>CL Trucking &amp; Excavating</u>	Contractor's Project No.:	<u>N/A</u>
Project:	<u>River Trail Park Renovation</u>		
Contract:	<u>N/A</u>		

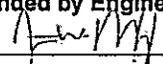
Application No.: 1 Application Date: October 11, 2024  
 Application Period: From August 12, 2024 to October 11, 2024

1. Original Contract Price	\$	202,460.00
2. Net change by Change Orders	\$	(18,151.96)
3. Current Contract Price (Line 1 + Line 2)	\$	184,308.04
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	184,308.04
5. Retainage		
a. <u>    </u> X <u>\$</u> Work Completed	\$	2,000.00
b. <u>    </u> X <u>\$</u> Stored Materials	\$	
c. Total Retainage (Line 5.a + Line 5.b)	\$	2,000.00
6. Amount eligible to date (Line 4 - Line 5.c)	\$	182,308.04
7. Less previous payments (Line 6 from prior application)		0.00
8. Amount due this application	\$	182,308.04
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	0.00

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: John Lepien, Project Manager  
 Signature: John Lepien Digitally signed by John Lepien  
Date: 2024.10.14 07:00:45 -04'00' Date: 10/11/2024

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
By: <u></u>	By: <u>N/A</u>
<u>Jon Moxey, PE</u>	
Title: <u>Project Manager</u>	Title: <u></u>
Date: <u>10/11/2024</u>	Date: <u></u>
<b>Approved by Funding Agency</b>	
By: <u>N/A</u>	By: <u>N/A</u>
<u></u>	<u></u>
Title: <u></u>	Title: <u></u>
Date: <u></u>	Date: <u></u>



City of Portland  
 River Trail Park Renovation  
 Pay Application Breakdown

Project No.: 865390  
 By: JWM

Item No.	Item Description	Unit	Current Contract			Pay Application No. 1		Completed to Date	
			Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount
1	General Conditions, Bonds and Insurance, Max 5%	LSum	1.00	\$ 10,850.00	\$ 10,850.00	1.00	\$ 10,850.00	1.00	\$ 10,850.00
2	Temporary Traffic Control	LSum	1.00	\$ 16,910.00	\$ 16,910.00	1.00	\$ 16,910.00	1.00	\$ 16,910.00
3	HMA Base Crushing and Shaping	Syd	7,925.56	\$ 2.90	\$ 22,984.12	7,925.56	\$ 22,984.12	7,925.56	\$ 22,984.12
4	HMA, 36A (or equal)	Ton	881.61	\$ 151.50	\$ 133,563.92	881.61	\$ 133,563.92	881.61	\$ 133,563.92
5	Turf Establishment	Syd	0.00	\$ 4.35	\$ -	0.00	\$ -	0.00	\$ -
<b>Total</b>					<b>\$ 184,308.04</b>		<b>\$ 184,308.04</b>		<b>\$ 184,308.04</b>
							Retainage: \$	2,000.00	\$ 2,000.00
							<b>Application Amount: \$</b>	<b>182,308.04</b>	<b>\$ 182,308.04</b>

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 24- 91**

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

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

**WHEREAS**, F&V Construction has performed work in accordance with the design-build agreement and has submitted a request for payment in the amount of \$190,344.00 a copy of which is attached as Exhibit A.

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

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council approves the pay request from F&V Construction for work performed for the wastewater treatment plant project in the amount of \$190,344.00 a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**Dated:** October 21, 2024

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**Monique I. Miller, City Clerk**

APPLICATION & CERTIFICATE FOR PAYMENT

<b>To (Owner):</b>	City of Portland 259 Kent Street Portland, MI 48875	<b>Project:</b>	Wastewater System Improvements CWSRF No. 5758-01	<b>Invoice No.:</b>	2305
<b>DESIGN-BUILDER:</b>	F&V Construction 2980 Lucerne Drive SE Grand Rapids, MI 49546	<p style="text-align: center; margin: 0;"><b>Important Update</b></p> <p style="font-size: 8px; margin: 0;">Effective July 1, 2024, our ACH bank account information has changed. Please update your payment records accordingly.</p> <p style="font-size: 8px; margin: 0;">Bank Name: Comerica Bank Routing Number: 67200098 Account Number: 1853988358</p> <p style="font-size: 8px; margin: 0;">We encourage clients to pay via ACH for enhanced security and efficiency. However, if you prefer to continue paying by check, please remit payment to the address on this invoice.</p> <p style="font-size: 8px; margin: 0;">To confirm the details of this change, or for any other questions related to your invoice, please contact your F&amp;V support team at 016.977.1000.</p>		<b>Application No.:</b>	31
				<b>Application Date:</b>	October 15, 2024
				<b>Period to:</b>	October 15, 2024
				<b>FVC Proj No.:</b>	1221
				<b>Contract Date:</b>	December 23, 2021

DESIGN-BUILDER'S APPLICATION FOR PAYMENT

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

CHANGE ORDER SUMMARY

Change Orders Approved	ADDITIONS	DELETIONS
Change Order No. 1	\$ 28,649.69	\$ -
Change Order No. 2	\$ 14,723.00	\$ -
Change Order No. 3	\$ 8,836.00	\$ -
Change Order No. 4	\$ 21,544.00	\$ -
Change Order No. 5	\$ 1,887,894.00	\$ -
Change Order No. 6	\$ -	\$ (32,116.76)
Change Order No. 7	\$ 84,247.00	\$ -
<b>TOTALS</b>	<b>\$ 2,043,893.69</b>	<b>\$ (32,116.76)</b>
Approved this Month		
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>
Net Change by Change Orders	\$ 2,043,893.69	\$ (32,116.76)

1. ORIGINAL CONTRACT SUM .....	\$ 12,750,000.00
2. NET CHANGE BY CHANGE ORDERS .....	\$ 2,011,776.93
3. ADJUSTED CONTRACT SUM TO DATE .....	\$ 14,761,776.93
(Line 1 + Line 2)	
4. TOTAL COMPLETED & STORED TO DATE .....	\$ 12,645,988.24
5. RETAINAGE .....	\$ 100,000.00
6. TOTAL ELIGIBLE TO DATE (Line 4 - Line 5) .....	\$ 12,545,988.24
7. LESS PREVIOUS PAYMENTS .....	\$ 12,355,644.24
8. CURRENT PAYMENT DUE .....	\$ 190,344.00
9. BALANCE TO FINISH, PLUS RETAINAGE .....	\$ 2,215,788.69
(Line 3 - Line 4 + Line 5)	

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

**\$ 190,344.00**

DESIGN-BUILDER:

By: *Cory Turner* Date: October 15, 2024

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

APPROVALS:

By: *Paul M. D...* Date: 10/16/24  
CITY OF PORTLAND

CERTIFICATE FOR PAYMENT

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

**Payment Application No. 31**

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

Contract No.	Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Completed to Date	Balance to Finish	Percent Complete
C1	Site Work & Excavation	\$ 1,557,040.00	\$ 1,610,061.00	\$ 3,167,101.00	\$ 1,566,846.00	\$ 135,154.00	\$ 1,702,000.00	\$ 1,465,101.00	54%
C2	Concrete	\$ 684,595.00	\$ 21,172.00	\$ 705,767.00	\$ 697,500.00	\$ 8,267.00	\$ 705,767.00	\$ -	100%
C3	General Trades	\$ 656,125.00	\$ 53,373.65	\$ 709,498.65	\$ 709,498.65	\$ -	\$ 709,498.65	\$ -	100%
C4	Painting	\$ 210,568.00	\$ 56,605.00	\$ 267,173.00	\$ 267,173.00	\$ -	\$ 267,173.00	\$ -	100%
C5	Mechanical	\$ 4,527,209.20	\$ 59,166.39	\$ 4,586,375.59	\$ 4,586,375.59	\$ -	\$ 4,586,375.59	\$ -	100%
C6	Electrical, Instrumentation & Control	\$ 1,072,737.00	\$ 80,228.00	\$ 1,132,965.00	\$ 1,132,965.00	\$ -	\$ 1,132,965.00	\$ -	100%
C7	Biosolids Storage Tank	\$ 488,780.00	\$ -	\$ 488,780.00	\$ 488,780.00	\$ -	\$ 488,780.00	\$ -	100%
C8	Sanitary Sewer Improvements (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C9	Cured-in-Place Pipe	\$ -	\$ 149,837.00	\$ 149,837.00	\$ -	\$ -	\$ -	\$ 149,837.00	0%
C10	River Crossing (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C11	Masonry	\$ 225,000.00	\$ -	\$ 225,000.00	\$ 225,000.00	\$ -	\$ 225,000.00	\$ -	100%
C12	Concrete Demo (Included in C1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C13	Owner's System Integrator WWTP	\$ 49,900.00	\$ 5,750.00	\$ 55,650.00	\$ 55,650.00	\$ -	\$ 55,650.00	\$ -	100%
	Owner's System Integrator Lift Stations	\$ -	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -	100%
	General Conditions	\$ 313,700.00	\$ 45,400.00	\$ 359,100.00	\$ 319,300.00	\$ 10,200.00	\$ 329,500.00	\$ 29,600.00	92%
	Design-Builder's Fee	\$ 831,800.00	\$ 164,542.00	\$ 996,342.00	\$ 857,056.00	\$ 1,023.00	\$ 858,079.00	\$ 138,263.00	86%
	Basic Services - Design, VE & Pre-Con	\$ 740,000.00	\$ -	\$ 740,000.00	\$ 740,000.00	\$ -	\$ 740,000.00	\$ -	100%
	Basic Services - PM, Admin, SS	\$ 789,800.00	\$ 118,900.00	\$ 908,700.00	\$ 806,000.00	\$ 35,700.00	\$ 841,700.00	\$ 67,000.00	93%
	Design-Builder's Contingency	\$ 602,745.80	\$ (336,758.11)	\$ 265,987.69	\$ -	\$ -	\$ -	\$ 265,987.69	0%
	<b>Contract Total</b>	<b>\$ 12,750,000.00</b>	<b>\$ 2,011,776.93</b>	<b>\$ 14,761,776.93</b>	<b>\$ 12,455,644.24</b>	<b>\$ 190,344.00</b>	<b>\$ 12,645,988.24</b>	<b>\$ 2,115,788.69</b>	<b>86%</b>

Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Completed to Date	Balance to Finish	Percent Complete
CWSRF No. 5758-01	\$ 12,750,000.00	\$ 39,635.93	\$ 12,789,635.93	\$ 12,455,644.24	\$ 8,267.00	\$ 12,463,911.24	\$ 325,724.69	97%
River Crossing (CO No. 5)	\$ -	\$ 1,887,894.00	\$ 1,887,894.00	\$ -	\$ 182,077.00	\$ 182,077.00	\$ 1,705,817.00	10%
103 Grand River Building Demo (CO No. 7)	\$ -	\$ 84,247.00	\$ 84,247.00	\$ -	\$ -	\$ -	\$ 84,247.00	0%
<b>Total</b>	<b>\$ 12,750,000.00</b>	<b>\$ 2,011,776.93</b>	<b>\$ 14,761,776.93</b>	<b>\$ 12,455,644.24</b>	<b>\$ 190,344.00</b>	<b>\$ 12,645,988.24</b>	<b>\$ 2,115,788.69</b>	<b>86%</b>



# City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 7, 2024

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Dymczyk; City Clerk Miller; Finance Director Tolan; Police Chief Thomas; Electric Superintendent Davlin; DDA Director ConnerWellman

Guests: Corey Turner of Fleis & VandenBrink; Kathy Parsons; Erin Gorman; Kathy Schrauben; Ryan Johnston; Mike Judd; Mary Kay Steffes-Schmitz

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

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the agenda as presented.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Dymczyk acknowledged the passing of former Electric Superintendent Mike Hyland and recognized his 52 years of service to the City of Portland.

City Manager Dymczyk also reported he had met with the MDOT Small Urban team about funding the next round of funding in 2025. These funds are expected to be used for improvements to Grand River Ave. from Keefer Hwy. to the west City limits.

EGLE was in the City last week doing well inspections. He noted how impressed he was with the expertise of City staff and how impressive the City departments are.

Plummers Environmental will begin doing work for the TMF Grant – Lead Line Replacement program soon. Door hangers will be hung at properties where work will take place.

Under Presentations, Electric Superintendent Davlin presented information related to Public Power Week and the value of having municipal electric in the community.

He further recognized Mike Hyland and the value of his foresight to underground the electric lines in the City of Portland which contributes to the high reliability of service to its residents.

DDA Director ConnerWellman presented her report on downtown activities.

Under New Business, the Council considered Resolution 24-82 to approve a Traffic Control Order to establish a 30-minute Commercial Loading Zone on the south side of West Bridge St. between Kent Street and the Veterans Bridge. City Manager Dymczyk noted large trucks will not be allowed to use this loading zone due to the weight limits on Veterans Bridge.

Motion by Johnston, supported by Sheehan, to approve 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.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 24-83 to approve Change Order No. 7, in the amount of \$84,247.00, to the contract with F&V Construction for the Wastewater Treatment Plant Project.

Corey Turner of Fleis & VandenBrink explained this project will include the demolition of the building at 103 E. Grand River Ave. to allow the Grand River Crossing project to continue.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 24-83 approving Change Order No. 7 to the Design-Build Contract with F&V Construction for Wastewater System Improvements.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 24-84 to approve Pay Request No. 4, in the amount of \$104,276.09, to the State of Michigan for the Kent Street Improvement Project.

Motion by Sheehan, supported by VanSlambrouck, to approve Resolution 24-84 approving Pay Request No. 4 to the State of Michigan for work done on the Kent Street Improvement Project.

Yeas: Sheehan, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 24-85 to approve energy purchases through the Michigan Public Power Agency.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 24-85 approving purchases through the Michigan Public Power Agency.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 24-86 to approve the purchase of a control panel from Theka Engineering, in the amount of \$54,269.00, for the Grant Street Substation Project for the Electric Department.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 24-86 approving the purchase of a control panel for the Grant Street Substation Project for the Electric Department.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 24-87 to opt out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013 that requires all electric utilities to charge up to \$.99 per month on customer bills to provide heating assistance to needy individuals. 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.

Motion by Sheehan, supported by Johnston, to approve Resolution 24-87 to opt out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013.

Yeas: Sheehan, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 24-88 to approve the proposal in the amount of \$1,646,929.00 from Newkirk Electric Associates to construct the Grant Street Substation for the Electric Department.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 24-88 approving the proposal from Newkirk Electric Associates to construct the Grant Street Substation for the Electric Department.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on September 16, 2024, 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. Purchase orders to Divine Auto Body in the amount of \$5,172.72 to remove decals and repair both interior and exterior defects to the former police car for the Electric Department, Dickinson Wright PLLC in the amount of \$6,525.00 for legal services, Fleis & VandenBrink in the amount of \$7,500.00 for a Vapor Phase Intrusion Investigation at the Electric Department Diesel Plant, D&K Truck Co. in the amount of \$8,460.70 for repairs to the 2010 Freightliner Plow, HECO in the amount of \$14,096.00 for cleaning of Generator #2 at the Hydroelectric Dam, CL Trucking & Excavating LLC in the amount of \$15,240.00 for concrete work on the Kent Street planter curbs, and Batteries Plus in the amount of \$15,597.04 for a refund through the Franklin Energy Energy Optimization Program were included.

Yeas: Fitzsimmons, Johnston, Sheehan, Barnes

Nays: VanSlambrouck

Adopted

Under City Manager Comments, City Manager Dymczyk thanked staff for the warm welcome and noted their expertise and knowledge. He stated he his grateful to be serving the City of Portland.

Under Council Member Comments, Mayor Barnes recognized the passing of Mike Hyland and noted it was always a comfort to know he was watching over the City. He was dedicated to the City of Portland serving in a variety of roles including Electric Superintendent, DPW Foreman, and Fire Chief. He further expressed his condolences to his family and friends.

Mayor Pro-Tem VanSlambrouck echoed the Mayor's sentiments and noted Mike's immense knowledge of the history of Portland.

Council Member Fitzsimmons also echoed the noted sentiments and stated it was always good to talk to Mike around budget time.

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

City Council Minutes – October 7, 2024

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 7:45 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the October 7, 2024, City Council Meeting**  
**In the City Council Chambers at City Hall**  
**259 Kent St., Portland, MI 48875**

The City Council meeting was called to order by Mayor Barnes at 7:00 P.M.

**Present** - Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Dymczyk; City Clerk Miller; Finance Director Tolan; Police Chief Thomas; Electric Superintendent Davlin; DDA Director ConnerWellman

**Presentation** - Electric Superintendent Davlin presented information related to Public Power Week and the value of having municipal electric in the community.

**Presentation** - DDA Director ConnerWellman presented her report on downtown activities.

**Approval of 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.

All in favor. Adopted.

**Approval of Resolution 24-83** approving Change Order No. 7 to the Design-Build Contract with F&V Construction for Wastewater System Improvements.

All in favor. Adopted.

**Approval of Resolution 24-84** approving Pay Request No. 4 to the State of Michigan for work done on the Kent Street Improvement Project.

All in favor. Adopted.

**Approval of Resolution 24-85** approving purchases through the Michigan Public Power Agency.

All in favor. Adopted.

**Approval of Resolution 24-86** approving the purchase of a control panel for the Grant Street Substation Project for the Electric Department.

All in favor. Adopted.

**Approval of Resolution 24-87** to opt out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013.

All in favor. Adopted.

**Approval of Resolution 24-88** approving the proposal from Newkirk Electric Associates to construct the Grant Street Substation for the Electric Department.

All in favor. Adopted.

**Approval of the Consent Agenda.**

Four in favor. One opposed. Adopted.

**Adjournment at 7:45 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
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	632.00
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLINDER RENT - MTR POOL	271.50
CL TRUCKING & EXCAVATING, LLC	00066	ADDITIONAL WORK ON KENT ST - MAJ STS	6,049.70
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	1,125.50
GRANGER	00175	REFUSE - WW	172.20
GRANGER	00175	REFUSE - MP, PARKS, CEM	327.60
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	320.00
THE HUNTINGTON NATIONAL BANK	02659	SNOW PLOW PAYMENT #3 OF 5 - MTR POOL	37,356.39
PEERLESS-MIDWEST, INC.	01519	PM MAINTENANCE & TESTING WELS 5&7 - WATER	850.00
MI MUNICIPAL TREASURERS ASSN	00290	MEMBERSHIP DUES - GEN	99.00
INSOURCE SOLUTIONS GROUP INC.	01813	ONLINE TOOL - INCOME TAX	3,650.00
WINDEMULLER	02229	UPS BATTERIES FOR MCP - WW	505.00
KEUSCH TIRE & AUTO	00228	OIL CHANGE/INSPECTION - POLICE	66.81
CULLIGAN	02130	WATER X4 - POLICE	23.00
USA BLUEBOOK	01850	STANDARD METHODS 24TH EDITION - WW	475.52
IONIA COUNTY ECONOMIC ALLIANCE	00205	2024 ICEA INVESTMENT - ECON DEV	1,750.00
MWEA OFFICE	01347	MEMBERSHIP DUES T SMITH- WW	95.00
MWEA OFFICE	01347	MEMBERSHIP DUES A PUNG - WW	95.00
MWEA OFFICE	01347	MEMBERSHIP DUES A AVERY - WW	95.00
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
UTILITY SERVICE CO. INC.	02133	SOUTH TANK QTRLY - WATER	6,445.19
UTILITY SERVICE CO. INC.	02133	HILL ST QTRLY - WATER	5,404.08
STATE OF MICHIGAN	00428	TRUE UP KENT ST BRIDGE CONST PROJ - MAJ STS	142.64
MCGINTY HITCH PERSON ANDERSON REVO	02907	LEGAL SERVICES SEPT 2024 - GEN	4,509.12
VC3 INC.	02745	MICROSOFT MONTHLY AGREEMENT OCT 2024 - GEN	379.80
KARA DOUGHERTY	02767	ASSESSING SERVICES 1ST HALF OF OCT 2024 - ASSES	1,679.75
LAW OFFICE OF CRYSTAL MORGAN PLLC	02555	LEGAL SVCS TRIBUNAL - ASSESSOR	39.00
CAPITAL ASPHALT LLC	02578	ASPHALT - MAJ STS	232.05
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,269.74
MENARDS	00260	HARDWARE - ELECTRIC	85.95
TRUGREEN	02830	LAWN SERVICES - ELECTRIC	87.36

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TRUGREEN	02830	WEED CONTROL - ELECTRIC	161.98
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	75.00
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	57.90
CULLIGAN	02130	WATER X4 CITY HALL - GEN	30.00
TIM KRIZOV	01897	MILEAGE - ELECTRIC	732.53
ALT PRINTING CO.	02712	MENS SHIRTS SOFTBALL CHAMPS - REC	163.50
FAMILY FARM & HOME	01972	SUPPLIES - PARKS, CEM	41.97
AMERICAN CEMETERY SUPPLIES, INC.	MISC	PLOTTING SUPPLIES - CEM	418.02
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	2,776.00
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	5,626.00
ONE MAN AND A HAMMER	02844	REPAIRS RED MILL - PARKS	165.00
STAPLES	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	724.70
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,426.37
GRAINGER, INC.	00172	BATHROOM REPAIR/SUPPLIES RED MILL - PARKS	193.24
DIVINE AUTO BODY, INC.	00123	REMOCE DECALS FIX EX/INTERIOE - ELECTRIC APP CC	5,129.22
ELHORN ENGINEERING	00139	EL CHLOR CARBOY - WATER	625.00
SELBY LAWN CARE	02736	LAWN CARE - ELECTRIC	825.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	138.88
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	19.82
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	222.71
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	26.06
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	162.05
CONSUMERS ENERGY	00095	GAS SERVICE - WW	17.39
CONSUMERS ENERGY	00095	GAS SERVICE - WW	18.18
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	16.59
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	16.59
YVONNE FRANKS	MISC	ENERGY OPTZ PROGRAM REFUND - ELECTRIC	100.00
APPLIED INNOVATION	02493	COPY MACHINE MAINT - ELECTRIC	15.17
APPLIED INNOVATION	02493	CITY HALL COPY MACHINE MAINT - GENERAL	60.73
APPLIED INNOVATION	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	18.78
VISION METERING, LLC	02816	AMI METERS - ELECTRIC APPR CONS AGENDA 23-83	3,900.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
WILD ROSE MACHINE SHOP LLC	02870	DAM GENERATOR REPAIRS - ELECTRIC APP RES 24-10	40,805.00
VC3 INC.	02745	LG SLIMLINE USB DVD WRITER- GEN	291.00
KENDALL ELECTRIC	00225	CAT6 WIRE CABLE - ELECTRIC	215.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	200.00
GRAINGER, INC.	00172	SUPPLIES - ELECTRIC	398.34
GANNETT MICHIGAN LOCALIQ	02738	COUNCIL MEETING SYNOPSIS - GEN	553.70
LARRY CUSHION TROPHIES & ENGRAVING	02726	TROPHY SB MENS CHAMP - REC	50.00
TIMBER TREE SERVICES LLC	01817	REMOVE OAK ALTON PARK - PARKS	750.00
TIMBER TREE SERVICES LLC	01817	REMOVE DEAD ELM ALTON PARK - PARKS	1,000.00
TIMBER TREE SERVICES LLC	01817	TRIM 2 LOCUST POWERS PARK - PARKS	500.00
FLEIS & VANDENBRINK	00153	DIVINE HWY BRIDGE ENGINEERING SVC - MAJ STS	4,216.51
FLEIS & VANDENBRINK	00153	ENGINEERING TMF PROJECT - WATER	1,990.00
FLEIS & VANDENBRINK	00153	RIVERTRAIL RENO ENGINEERING SVC - PARKS	4,086.50
UIS SCADA	00462	CALIBRATIONS - WW	1,830.00
PAMA	01370	40% CONT TO PAMA - COM PROMO	1,271.63
VC3 INC.	02745	AGREEMENT BACKUP & RECOVERY - GEN	1,897.51
QUALITY CAR & TRUCK REPAIR	02839	M&R AMB 43 - AMB	2,139.35
STATE OF MICHIGAN	02577	WATER SAMPLES - WATER	1,077.00
MIDWEST DIAL TONE LLC	02813	MONTHLY PHONE BILLING - GEN	674.02
CL TRUCKING & EXCAVATING, LLC	00066	RIVER TRAIL PARK RENOVATION - PARKS	182,308.04
FLEIS & VANDENBRINK	00153	ENG SERVICES KENT ST - MAJ STS, WW, WATER	11,449.03
HOMEWORKS TRI-COUNTY ELECTRIC	02092	FIBER COST - VAR DEPTS	1,110.19
BLUE WATER MANAGEMENT SOLUTIONS	MISC	CEC COURSE K GENSTERBLUM- WATER	165.00
BLOOM SLUGGETT, PC	02783	LEGAL SVCS - POLICE	1,598.28
BLOOM SLUGGETT, PC	02783	LEGAL SVCS - GEN	22.00
MANER COSTERISAN	02588	FINANCIAL AUDIT ENDED 6-30-24 -VAR DEPTS	14,000.00
INTEGRITY MOBILE SERVICES, LLC	02749	BALLARD PAINTING - ELECTRIC	510.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	200.00
RANGE TELECOMMUNICATIONS	02872	CALL CENTER - ELECTRIC	164.00
TRUGREEN	02830	LAWN SERVICE DAM - ELECTRIC	46.80
COOK BROS EXCAVATING	00101	EXCAVATING SVCS - MAJ STS	498.75

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CAPITAL ASPHALT LLC	02578	ASPHALT -MAJ STS	227.50
GRAINGER, INC.	00172	SUPPLIES - MAJ STS	32.21
FAMILY FARM & HOME	01972	MARTAR MIX - LOC STS	9.99
MUNICIPAL SUPPLY CO.	00324	PARTS - WATER	408.15
GRAINGER, INC.	00172	REFRIGERATOR - WW	2,889.04
TRACE ANALYTICAL LABORATORIES INC	02909	LAB SLPITS ON PERMITS REUIRED LABS - WW	210.01
COOK BROS EXCAVATING	00101	WTR SERVICE REPLACEMENT - WATER	1,965.00
FIRST ADVANTAGE OCCUPATIONAL HEALT	02603	CLINIC COLLECTION T SMITH -WW	217.34
CBIZ BENEFITS & INSURANCE SERVICES	02426	CONSULTING RETIREE MED PLAN - VAR DEPTS	2,014.00
BURNHAM & FLOWER INSURANCE GROUP	02776	ADMIN FEES - GEN	390.10
CORRIGAN OIL CO, NO. 11	02693	DIESEL FUEL - MTR POOL	1,075.07
BRIAN RUSSELL	00593	OFFICIAL - REC	135.00
CONNOR FOX	02897	OFFICIAL - REC	36.00
GRANGER	00175	REFUSE - REFUSE	16,405.71
HUNTINGTON PUBLIC CAP CORP	00193	BACKHOE PYMT #1 - MTR POOL	24,419.52
Total:			\$424,815.57

**BI-WEEKLY  
WAGE REPORT  
October 14, 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.	8,587.36	106,533.86	3,117.39	22,683.74	11,704.75	129,217.60
ASSESSOR	-		-	-		
CEMETERY	5,668.55	45,857.32	2,562.22	12,260.43	8,230.77	58,117.75
POLICE	17,948.10	166,838.46	6,810.17	51,609.16	24,758.27	218,447.62
CODE ENFORCEMENT	16.95	204.09	1.30	15.62	18.25	219.71
PARKS	3,798.64	37,794.98	802.83	5,254.90	4,601.47	43,049.88
INCOME TAX	2,481.53	26,838.25	882.62	7,186.96	3,364.15	34,025.21
MAJOR STREETS	5,393.61	37,326.43	2,694.18	13,331.87	8,087.79	50,658.30
LOCAL STREETS	3,778.38	31,114.17	1,870.08	11,983.55	5,648.46	43,097.72
RECREATION	1,960.55	13,907.59	434.54	3,207.52	2,395.09	17,115.11
AMBULANCE	23,710.27	199,530.15	4,712.72	34,135.70	28,422.99	233,665.85
DDA	2,827.26	22,122.46	572.40	3,768.26	3,399.66	25,890.72
ELECTRIC	22,808.43	202,031.25	10,913.50	61,533.17	33,721.93	263,564.42
WASTEWATER	10,091.46	79,440.04	2,979.73	18,646.45	13,071.19	98,086.49
WATER	6,515.76	54,547.50	3,006.53	18,320.14	9,522.29	72,867.64
MOTOR POOL	1,394.34	8,389.45	482.15	2,298.49	1,876.49	10,687.94
<b>TOTALS:</b>	<b>116,981.19</b>	<b>1,032,476.00</b>	<b>41,842.36</b>	<b>266,235.96</b>	<b>158,823.55</b>	<b>1,298,711.96</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 10/16/2024**  
**MEETING DATE 10/21/2024**

Fund	Description	Beginning Balance 10/3/2024	Total Cash in	Total Cash out	Cash Balance 10/16/2024	Time Certificates	Ending Balance 10/16/2024
101	GENERAL FUND	1,694,225.74	1,046,069.77	(179,023.11)	2,561,272.40	218,908.00	2,780,180.40
105	INCOME TAX FUND	276,496.01	38,004.35	(45,842.59)	268,657.77	10,000.00	278,657.77
150	CEMETERY PERPETUAL CARE FUND	68,632.51	200.00	-	68,832.51		68,832.51
202	MAJOR STREETS FUND	288,316.92	10,846.59	(149,818.96)	149,344.55		149,344.55
203	LOCAL STREETS FUND	42,155.48	73,662.33	(22,566.40)	93,251.41		93,251.41
208	RECREATION FUND	25,361.89	6,266.91	(12,193.20)	19,435.60		19,435.60
210	AMBULANCE FUND	280,653.95	28,422.99	(76,848.36)	232,228.58		232,228.58
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	585,558.60	245,599.37	(8,930.46)	822,227.51		822,227.51
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	20,984.00	5,942.91	(183.50)	26,743.41		26,743.41
582	ELECTRIC FUND	5,568,080.32	270,472.32	(283,524.18)	5,555,028.46	468,768.00	6,023,796.46
590	WASTEWATER FUND	1,441,353.70	132,216.44	(167,950.56)	1,405,619.58		1,405,619.58
591	WATER FUND	508,358.83	46,256.96	(42,807.22)	511,808.57	407,700.00	894,282.73
661	MOTOR POOL FUND	284,641.84	16,336.13	(28,948.78)	272,029.19		272,029.19
703	CURRENT TAX FUND	4,773.57	7,341.77	(2,035.10)	10,080.24		10,080.24
TOTAL - ALL FUNDS		11,092,955.61	1,927,638.84	(1,020,672.42)	11,999,922.03	1,105,376.00	13,080,072.19
						ELECTRIC-RESTRICTED CASH	453,086.00
						ELECTRIC - MPPA MUNICIPAL TRUST	170,376.44
						CUSTOMER DEPOSIT CD	170,000.00 *
						PERPETUAL CARE CD	130,000.00
						INCOME TAX SAVINGS	2,171,561.08
						ELECTRIC-PRIN & INT ESCROW	58,872.93
						ELECTRIC- GOLT BOND RESERVE 23	55,070.76
						WASTEWATER DEBT ESCROW	359,810.74
						WASTEWATER REPAIR ESCROW	396,018.31
						WASTEWATER 2022 BOND RESERVE	290,550.75
						DDA-PRIN & INT ESCROW	501.78
						WATER BOND ESCROW	32,625.84
							<u>17,368,546.82</u>

\*Customer Deposit Breakdown

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





# CL Trucking & Excavating, LLC

256 E. Parmeter Rd

Ionia, MI 48846

"An Equal Opportunity Employer"

# Invoice

DATE	INVOICE #
10/2/2024	24621

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	11/1/2024

DESCRIPTION	QTY	RATE	AMOUNT
Additional Work Performed on Kent Street			
18" Bulkhead	1	198.35	198.35
12" Ductile Iron Storm Pipe	7	117.46	822.22
12' Dual Wall through existing 18" Clay Pipe	1	1,200.00	1,200.00
Coal Chute Roof Removal @ Law Office	1	1,122.55	1,122.55
Facade Work	1	1,442.08	1,442.08
Gas Box Adjustments	18	70.25	1,264.50

Payments/Credits	\$0.00
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<b>Balance Due</b>	<b>\$6,049.70</b>
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Please make check payable to: CL Trucking & Excavating, LLC

Phone # 616-527-9352

Fax # 616-527-8424

## Mindy Tolan

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**From:** Jon Moxey <jmoxey@fveng.com>  
**Sent:** Thursday, October 3, 2024 11:03 AM  
**To:** Mindy Tolan; Ken Gensterblum  
**Cc:** City Manager  
**Subject:** RE: Invoice for additional items on Kent Street

Hi Mindy,

Thanks for reaching out. This was on my list to review and get back with you today. We went through these items and a few others with CL. We removed a few that were covered elsewhere and came to an agreement on what is shown here. We feel these costs are fair for the work that was performed. Some of these we could run through the construction contract, but that adds quite a bit of time and paperwork, so I am recommending payment for these items as presented. Please feel free to reach out with any questions. Thanks!

Jon

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**From:** Mindy Tolan <citytreasurer@portland-michigan.org>  
**Sent:** Thursday, October 3, 2024 10:49 AM  
**To:** Ken Gensterblum <dpw@portland-michigan.org>; Jon Moxey <jmoxey@fveng.com>  
**Cc:** City Manager <citymanager@portland-michigan.org>  
**Subject:** FW: Invoice for additional items on Kent Street

Hi Ken & Jon,

I don't have enough context. Does the attached invoice look to be correct? Should we get it ready to be paid?

Thank you!

*Mindy Tolan*

Mindy Tolan, MiCPT  
Finance Director/Treasurer  
City of Portland  
Phone: (517) 647-2933  
Fax: (517) 647-2938







Invoice

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

October 3, 2024  
 Project No: 853960  
 Invoice No: 71186

Project 853960 City of Portland - Kent St Improvements  
**Services Included: Construction Administration, Observation & Testing**  
**For professional services rendered for the period August 25, 2024 to September 28, 2024**  
**Professional Services**

	Hours	Billing	
<b>Total</b>	60.25		<b>7,513.00</b>
<b>Reimbursable Expenses</b>			
Expenses		3,936.03	
<b>Total</b>		<b>3,936.03</b>	<b>3,936.03</b>
	<b>Total this Invoice</b>		<b>\$11,449.03</b>

*Thank you for your business, it is sincerely appreciated.  
 If there are any questions regarding this invoice or the services provided, please contact us at AR@fveng.com.*

Terms: Net 15 days

**Important Update**  
 Effective July 1, 2024, our ACH bank account information has changed. Please update your payment records accordingly.

**Bank Name:** Comerica Bank  
**Routing Number:** 07200096  
**Account Number:** 1853988416

We encourage clients to pay via ACH for enhanced security and efficiency. However, if you prefer to continue paying by check, please remit payment to the address on this invoice.

To confirm the details of this change, or for any other questions related to your invoice, please contact your F&V support team at 616.977.1000.

User: NBROWN

DB: Portland

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	09/30/2024 NORMAL (ABNORMAL)	MONTH 09/30/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Revenues								
101-000-402.000	REAL PROPERTY TAXES	1,293,100.00	444,173.44	254,657.76	848,926.56	34.35		
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	13,500.68	7,951.93	36,499.32	27.00		
101-000-451.000	SPECIAL ASSESSMENT FEES	0.00	4.86	0.00	(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	10,976.00	5,219.00	74,024.00	12.91		
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	0.00	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	0.00	347,316.00	16.88		
101-000-574.001	REVENUE SHARING-STAT SALES	135,927.00	20,779.00	0.00	115,148.00	15.29		
101-000-574.002	REVENUE SHARING -PUBLIC SAFETY	2,517.00	606.00	0.00	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	0.00	640.65	8.48		
101-000-624.000	MISCELLANEOUS FEES	0.00	864.60	864.60	(864.60)	100.00		
101-000-628.000	ADMINISTRATIVE CHARGES	480,352.00	115,088.01	38,362.67	365,263.99	23.96		
101-000-630.000	CEMETERY LOT SALES	14,000.00	8,750.00	3,600.00	5,250.00	62.50		
101-000-633.000	CEMETERY CARE FEES	10,000.00	11,187.60	5,387.60	(1,187.60)	111.88		
101-000-634.000	GRAVE OPENING FEES	17,000.00	6,600.00	1,000.00	10,400.00	38.82		
101-000-656.000	DISTRICT COURT FINES	9,500.00	2,453.39	778.35	7,046.61	25.83		
101-000-661.000	PARKING FINES	500.00	80.00	20.00	420.00	16.00		
101-000-663.000	MISCELLANEOUS FINES	1,600.00	510.00	220.00	1,090.00	31.88		
101-000-665.000	INTEREST INCOME	9,000.00	1,511.10	370.13	7,488.90	16.79		
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	2,000.00	236.10	5.76	1,763.90	11.81		
101-000-667.000	RENTAL INCOME	12,500.00	3,350.00	1,250.00	9,150.00	26.80		
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	125.00	0.00	(125.00)	100.00		
101-000-676.006	DONATION - PARKS	0.00	100.00	100.00	(100.00)	100.00		
101-000-678.000	MERS FOREITURE REVENUES	7,000.00	0.02	0.00	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	5,140.35	67.97	34,859.65	12.85		
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	2,903.40	2,903.40	(903.40)	145.17		
101-000-693.000	SALE OF EQUIPMENT	2,000.00	7,208.99	708.99	(5,208.99)	360.45		
101-000-699.150	TRANSFER FROM PERP CARE	400.00	93.34	31.58	306.66	23.34		
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	731,603.88	323,499.74	2,258,548.12	24.47		

Expenditures								
100	COUNCIL	34,860.00	8,247.83	8,226.62	26,612.17	23.66		
172	CITY MANAGER	228,076.00	68,079.07	21,986.03	159,996.93	29.85		
201	GENERAL ADMINISTRATION	580,207.00	146,621.25	30,934.33	433,585.75	25.27		
257	ASSESSING	66,620.00	15,667.94	5,729.24	50,952.06	23.52		
262	ELECTIONS	14,280.00	3,761.81	38.52	10,518.19	26.34		
265	CITY HALL	89,235.00	37,429.46	6,119.66	51,805.54	41.94		
301	POLICE	1,001,091.00	210,169.43	79,123.51	790,921.57	20.99		
371	CODE ENFORCEMENT	25,325.00	3,046.48	1,238.53	22,278.52	12.03		
567	CEMETERY	210,347.00	55,147.52	22,948.21	155,199.48	26.22		
707	COMMUNITY PROMOTIONS	438,056.00	203,634.06	124,872.21	234,421.94	46.49		
728	ECONOMIC DEVELOPMENT	28,750.00	6,395.69	2,832.57	22,354.31	22.25		
751	PARKS	430,831.00	69,795.56	22,534.59	361,035.44	16.20		

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2024 NORMAL (ABNORMAL)	MONTH 09/30/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		3,147,678.00	827,996.10	326,584.02	2,319,681.90	26.30
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,990,152.00	731,603.88	323,499.74	2,258,548.12	24.47
TOTAL EXPENDITURES		3,147,678.00	827,996.10	326,584.02	2,319,681.90	26.30
NET OF REVENUES & EXPENDITURES		(157,526.00)	(96,392.22)	(3,084.28)	(61,133.78)	61.19

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2024 (ABNORMAL)	MONTH 09/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 105 - INCOME TAX FUND									
Fund 105 - INCOME TAX FUND:									
	TOTAL REVENUES	1,061,100.00		48,505.01		47,992.12		1,012,594.99	4.57
	TOTAL EXPENDITURES	2,300,001.00		48,024.83		15,380.79		2,251,976.17	2.09
	NET OF REVENUES & EXPENDITURES	(1,238,901.00)		480.18		32,611.33		(1,239,381.18)	0.04
Fund 202 - MAJOR STREETS FUND									
Fund 202 - MAJOR STREETS FUND:									
	TOTAL REVENUES	2,157,094.00		89,678.12		88,631.51		2,067,415.88	4.16
	TOTAL EXPENDITURES	2,304,814.00		345,085.28		150,762.17		1,959,728.72	14.97
	NET OF REVENUES & EXPENDITURES	(147,720.00)		(255,407.16)		(62,130.66)		107,687.16	172.90
Fund 203 - LOCAL STREETS FUND									
Fund 203 - LOCAL STREETS FUND:									
	TOTAL REVENUES	399,913.00		50,012.42		34,985.25		349,900.58	12.51
	TOTAL EXPENDITURES	420,683.00		70,725.55		30,521.14		349,957.45	16.81
	NET OF REVENUES & EXPENDITURES	(20,770.00)		(20,713.13)		4,464.11		(56.87)	99.73
Fund 208 - RECREATION FUND									
Fund 208 - RECREATION FUND:									
	TOTAL REVENUES	141,900.00		24,746.02		9,209.80		117,153.98	17.44
	TOTAL EXPENDITURES	141,825.00		39,145.07		16,258.70		102,679.93	27.60
	NET OF REVENUES & EXPENDITURES	75.00		(14,399.05)		(7,048.90)		14,474.05	9,198.73
Fund 210 - AMBULANCE FUND									
Fund 210 - AMBULANCE FUND:									
	TOTAL REVENUES	1,382,468.00		669,708.28		118,447.96		712,759.72	48.44
	TOTAL EXPENDITURES	1,404,888.00		564,605.54		111,311.39		840,282.46	40.19
	NET OF REVENUES & EXPENDITURES	(22,420.00)		105,102.74		7,136.57		(127,522.74)	468.79
Fund 248 - DDA FUND									
Fund 248 - DDA FUND:									
	TOTAL REVENUES	519,500.00		33,762.45		432.19		485,737.55	6.50
	TOTAL EXPENDITURES	702,147.00		62,977.63		18,601.57		639,169.37	8.97
	NET OF REVENUES & EXPENDITURES	(182,647.00)		(29,215.18)		(18,169.38)		(153,431.82)	16.00
Fund 520 - REFUSE SERVICE FUND									
Fund 520 - REFUSE SERVICE FUND:									
	TOTAL REVENUES	208,400.00		34,658.96		17,269.00		173,741.04	16.63
	TOTAL EXPENDITURES	207,000.00		32,742.07		0.00		174,257.93	15.82
	NET OF REVENUES & EXPENDITURES	1,400.00		1,916.89		17,269.00		(516.89)	136.92
Fund 582 - ELECTRIC FUND									
Fund 582 - ELECTRIC FUND:									
	TOTAL REVENUES	5,355,085.00		929,741.60		456,856.46		4,425,343.40	17.36
	TOTAL EXPENDITURES	6,024,468.00		1,301,840.48		321,533.76		4,722,627.52	21.61
	NET OF REVENUES & EXPENDITURES	(669,383.00)		(372,098.88)		135,322.70		(297,284.12)	55.59
Fund 590 - WASTEWATER FUND									
Fund 590 - WASTEWATER FUND:									
	TOTAL REVENUES	3,500,000.00		316,801.80		159,381.87		3,183,198.20	9.05
	TOTAL EXPENDITURES	2,221,253.00		282,359.60		166,937.72		1,938,893.40	12.71
	NET OF REVENUES & EXPENDITURES	1,278,747.00		34,442.20		(7,555.85)		1,244,304.80	2.69

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	09/30/2024	MONTH 09/30/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
TOTAL REVENUES		1,072,200.00	185,756.24		89,772.57		886,443.76	17.32
TOTAL EXPENDITURES		1,280,372.00	154,167.22		41,118.46		1,126,204.78	12.04
NET OF REVENUES & EXPENDITURES		(208,172.00)	31,589.02		48,654.11		(239,761.02)	15.17
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
TOTAL REVENUES		446,196.00	51,787.12		22,245.64		394,408.88	11.61
TOTAL EXPENDITURES		625,988.00	57,644.26		21,945.83		568,343.74	9.21
NET OF REVENUES & EXPENDITURES		(179,792.00)	(5,857.14)		299.81		(173,934.86)	3.26
TOTAL REVENUES - ALL FUNDS		16,243,856.00	2,435,158.02		1,045,224.37		13,808,697.98	14.99
TOTAL EXPENDITURES - ALL FUNDS		17,633,439.00	2,959,317.53		894,371.53		14,674,121.47	16.78
NET OF REVENUES & EXPENDITURES		(1,389,583.00)	(524,159.51)		150,852.84		(865,423.49)	37.72

CITY OF PORTLAND  
BOARD AND COMMISSION  
APPLICATION

The Mayor and City Council appreciate your willingness to serve the City of Portland. The purpose of this application form is to provide the Mayor and City Council with information about residents who wish to be considered for appointment to a City Board or Commission. This information will be used by the Mayor and City Council to evaluate candidates. This information is also available for public review.

Please print your responses

Date: 7-25-24

Name: Mike Fox

Address: 610 Detroit St

Telephone No [REDACTED]

E-mail address [REDACTED]

Employer retired

Telephone No. — NA

How long have you lived in the City of Portland? 7 years

\*\*\*\*\*

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish. *I have the ability to listen and make informed decisions. I work well with groups and am a good communicator.*

Education  
*see back of page*

Are you a high school graduate?

yes

College, University, or other school. State name and degree, certificate, etc., earned.

Engineering classes MSU, bachelor's degree Northwood University

Professional and work experience

34 years TRW Industrial Engineer, Environmental Coordinator

Community activities, interests, and service

Vietnam Veteran VFW Honor Guard member and Bar Board President.  
Various committees at St Patrick Volunteer with Elara Caring  
Hospice, Vet to Vet program.

References (optional) Please provide name, address, and telephone number.

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-21784**

- Consumers Energy Company requests Michigan Public Service Commission's approval for authority to reconcile certain electric utility residual balances.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company One Energy Plaza, Jackson, MI 49201, 800-477-5050, for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: [michigan.gov/mpscedockets](https://michigan.gov/mpscedockets).
- A pre-hearing will be held:

**DATE/TIME: Thursday, October 17, 2024 at 9:00 AM**

**BEFORE: Administrative Law Judge James M. Varchetti**

**LOCATION: Video/Teleconference**

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) August 28, 2024 application requesting the Commission to: 1) approve the positive and negative surcharges as proposed by Consumers Energy, and the application of such surcharges to customer bills; 2) authorize Consumers Energy to apply the residual balance methodology approved in Case No. U-18040 if there are any residual balance remaining after completing the one-month, per-customer bill credit/surcharge for customers proposed above; and 3) grant Consumers Energy other and further relief as may be lawful and appropriate.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by October 10, 2024. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's attorney, Anne M. Uitvlugt, 1 Energy Plaza, EP11-229, Jackson, MI 49201.

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

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21784**. Statements may be emailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

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

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

U-21784