



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, June 2, 2025

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Absent: Council Member Sheehan

Guests: Jeff Anderson of Michigan CLASS; Kathy Parsons; Mike Judd

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 proposed revised agenda as presented.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Absent: Sheehan

Adopted

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

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Dymczyk reported on recent and upcoming activities. He thanked the VFW for the invitation to speak at the Memorial Day Parade and thanked all of those that have served our Country.

City Manager Dymczyk noted there has been discussion with Portland Township for a potential 425 Agreement for a residential development on the west side of Portland.

City Manager Dymczyk also noted he, Finance Director Tolan, and Parks and Recreation Director Brown have been attending board meetings of the surrounding jurisdictions whose residents participate in City of Portland recreation programs to request funding for Fiscal Year 2025/2026.

Under Presentations, Jeff Anderson of Michigan CLASS, Michigan Cooperative Liquid Assets Securities System, presented information on the organization and methods/strategies of investment.

DDA Director ConnerWellman presented the report on Downtown activities.

Under New Business, the Council considered Resolution 25-30 to approve the addition of Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) as an approved investment option for the City of Portland.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 25-30 to approve the addition of Michigan Cooperative Liquid Assets Securities System as an approved investment option.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 25-31 to approve the funding and implementation of body-worn cameras for police officers. Funds for a body-worn camera program have been budgeted in the Fiscal Year 2025-2026 budget. The City Manager and Police Chief recommend the approval of the proposal from Motorola for the purchase of three Watchguard body-worn cameras to integrate with the current Watchguard in-car camera system, in the amount of \$17,294.00.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 25-31 approving the funding and implementation of body-worn cameras for police officers.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 25-32 to approve a proposal, in the amount of \$12,500.00, from Fleis & VandenBrink to renew professional services related to the Wellhead Protection Program and for administration of the EGLE Grant related to new well site evaluation.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 25-32 approving a proposal from Fleis & VandenBrink to renew professional services for assistance with the Wellhead Protection Program and a new well site evaluation.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Barnes

Nays: None

Absent: Sheehan

Adopted

The Council considered Resolution 25-33 to authorize a Pension Waiver Application to be submitted to the Michigan Department of Treasury. The Protecting Local Government Retirement and Benefits Act was signed into law in 2017 and is intended to preserve public employee pension and healthcare benefits through establishing minimum funding levels and State oversight. The City of Portland provides its pension benefits through MERS (Municipal Employee Retirement Systems). The Act requires pensions to meet a 60% funding level. The City was recently notified that its funding level was 58.5%. With Council approval, the City may request a waiver establishing a deficit elimination plan based on certain criteria by submitting an Application for Waiver. The City has taken significant steps well before this legislation to address pension funding and is currently in year 8 of a 20-year plan to become fully funded. The City Manager and Finance Director recommend Council approval of the Application for Waiver.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 25-33 approving and authorizing a Pension Waiver Application to be submitted to the Michigan Department of Treasury.

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

The Council considered Resolution 25-34 to approve the purchase of switchgear cabinets from Irby in the amount of \$45,792.00, for the Grant Street Substation Project.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 25-34 approving the purchase of switchgear cabinets for the Grant Street Substation Project for the Electric Department.

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

The Council considered Resolution 25-35 to approve Change Order 150-0402, in the amount of \$5,754.85 for foundation redesign, to the contract with Newkirk Electric Associates for the Grant Street Substation Project.

Motion by VanSlambrouck, supported by Johnston, to approve Resolution 25-35 approving Change Order 150-0402 to the contract with Newkirk Electric Associates for the Grant Street Substation Project.

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

The Council considered Resolution 25-36 to update the Cemetery Rate Schedule.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 25-36 to update the Cemetery Rate Schedule.

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

The Council considered Resolution 25-37 to request \$250,000 in funding for road improvements on Hill St. through the Transportation Economic Development Fund Category B Program. The City commits to providing at least \$399,000 toward the construction costs of the potential project.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 25-37 to establish a Request for Funding, designate an agent, attest to the existence of funds and commit to implementing a Maintenance Program for roadway improvements on Hill Street funded by the Transportation Economic Development Fund Category B Program.

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

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on May 19, 2025, payment of invoices in the amount of \$77,145.93 and payroll in the amount of \$157,179.99 for a total of \$234,325.92. Purchase orders to Deere & Company in the amount of \$5,200.00 for a John Deere Z920M ZTrak Mower through the

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Trade In Program, National Wash Authority in the amount of \$9,550.00 for cleaning of the Charlotte Hwy. Water Tower, Total Security Solutions in the amount of \$14,241.00 to add Bullet Proof Glass at the City Hall front counter, and Fleis & VandenBrink in the amount of \$17,250.00 for diesel clean up monitoring and reporting at the Electric Department were included.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Absent: Sheehan

Adopted

City Manager Dymczyk thanked City Clerk Miller and staff for the work on the large Council packet on a short week.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck noted how important the new electric substation project is to the City utility infrastructure.

He also extended his thoughts and prayers to the Lightner Family after their home was destroyed by a fire over the weekend. The VFW will hold a fundraiser for the family on Friday, June 6, 2025.

Council Member Fitzsimmons complimented the Parks and Recreation Department on the use of the ballfields over the week. It was noticeable the events brought a lot of people to the City and local businesses.

Mayor Barnes noted the Board & Commission applications from Robert Baldya and Dr. Jason Williamson included in the Communications.

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

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Sheehan

Adopted

Meeting adjourned at 7:51 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk