



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, November 3, 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 Sheehan; City Manager Dymczyk; City Clerk Miller; DDA Director ConnerWellman; Police Chief Thomas

Absent: Council Member Johnston

Guests: Cena Schneider; Kathy Parsons

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

Motion by Fitzsimmons, supported by Sheehan, to approve the revised agenda with the removal of Item D under New Business.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

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

Yeas: Sheehan, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Dymczyk reported the scheduled power outage on November 2nd was successful. In addition to the transfer of infrastructure from the Consumers Energy Substation, Electric Department crews were able to do some preventative maintenance.

City Manager Dymczyk provided reminders that the last day for loose leaf pickup will be December 1, 2025, and Election Day is tomorrow, November 4, 2025. Polls will be open from 7:00 A.M. to 8:00 P.M.

City Manager Dymczyk noted discussions with the Rindlehaven Development Group have increased in recent weeks. He and Planning Consultant LeBlanc met with them last week to discuss minor changes to the concept PUD that was approved by the Planning Commission. The development group will receive feedback from staff as they work toward final site plan approval.

MDOT awarded the City Category B funding of \$250,000.00 for Hill Street from Kent Street to Lincoln Street, budgeted for fiscal years 2025-2026 and 2026-2027. Survey work will likely take place before winter.

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The winter parking ban began on November 1, 2025, with no parking allowed on City streets between 2:00 A.M. and 6:00 A.M.

City offices will be closed for Veterans Day on Monday, November 10, 2025, and Tuesday, November 11, 2025.

Under Presentations, DDA Director ConnerWellman presented the report on downtown activities.

Under New Business, the Council considered Resolution 25-76 to enter into a Countywide Early Voting Agreement for the required nine days of early voting as required by Public Act 81 of 2023.

City Clerk Miller explained that early voting is only required for state and federal elections. The agreement would allow the county to host nine days of early voting prior to state and federal elections, from Saturday through the following Sunday (encompassing two weekends). This allows people to vote in person and put their ballot in a tabulator.

Clerk Miller noted that if the county did not host early voting, the city would be responsible for hosting it for nine days, making the county agreement cost-effective. Under the current arrangement, Portland only needs to provide staffing for one day every other election. The cost has increased from \$1,000 to \$1,500 per precinct, but Clerk Miller emphasized it is "worth every penny" compared to the expense of hosting early voting independently.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 25-76 to enter into a Countywide Early Voting Agreement for Election services.

Yeas: VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Absent: Johnston

Adopted

The Council considered Resolution 25-77 to approve an additional payment of \$100,000.00 for the Electric Department to the Municipal Employees Retirement System (MERS) to reduce the City's unfunded Actuarial Accrued Liability (AAL).

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 25-77 approving an additional payment for the Electric Department to the Municipal Employees Retirement System (MERS) to reduce the City's Unfunded Actuarial Accrued Liability.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

The Council considered Resolution 25-78 to approve a proposal from Resco, in the amount of \$20,982.21, to purchase materials to construct the distribution system interconnect for the Grant Street Substation.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 25-78 approving a proposal from Resco to purchase materials to construct the distribution system interconnect for the Grant Street Substation.

Yeas: VanSlambrouck, Fitzsimmons, Sheehan, Barnes

Nays: None

Absent: Johnston

Adopted

The Council considered Resolution 25-80 to approve Pay Request No. 9, in the amount of \$36,360.92, to the State of Michigan, for work completed for the Kent Street Improvement Project.

Motion by Sheehan, supported by Fitzsimmons, to approve Resolution 25-80 approving Pay Request No. 9 to the State of Michigan for work done on the Kent Street Improvement Project.

Yeas: Sheehan, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City held on October 20, 2025, payment of invoices in the amount of \$124,005.81 and payroll in the amount of \$164,584.62 for a total of \$288,590.43. Purchase orders to Utility Financial Services in the amount of \$7,390.00 for services related to the power cost adjustment factor, electric rates, and financial projections, Kendall Electric in the amount of \$8,106.49 for River Trail tunnel lighting replacement, and Fleis & VandenBrink in the amount of \$10,714.71 for engineering services for the Divine Hwy. Bridge Project were also included.

Yeas: Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Absent: Johnston

Adopted

Under City Manager Comments, City Manager Dymczyk noted this is the last Council meeting for Council Members Sheehan and Johnston. He thanked them for their service, expressing his admiration for their dedication to the community.

Under Council Member Comments, Mayor Barnes stated the remaining members of the Council echo the City Manager's sentiments and stated it was unfortunate that Council Member Johnston was not there. He noted his appreciation for the time and effort they have put in over many years.

Mayor Pro-Tem VanSlambrouck expressed his appreciation for Council Members Sheehan and Johnston and wished them well in their future endeavors. He noted they have been heavily involved in community support and volunteerism.

Council Member Fitzsimmons echoed the Mayor Pro-Tems comments and thanked Council Member Sheehan.

Mayor Pro-Tem VanSlambrouck also announced an upcoming breakfast at the VFW on Sunday, November 9, 2025, from 8:00 to 11:00 A.M., describing it as a good buffet-style meal with made-to-order options.

Mayor Pro-Tem VanSlambrouck highlighted community resources for those affected by the government shutdown, including Backpack for Bellies and the Soup Project, which provide food assistance for children and seniors. He encouraged residents to utilize these services until the federal government shutdown is resolved.

Council Member Sheehan expressed sadness about leaving the Council but assured everyone that she and Council Member Johnston would remain active in the community. She thanked the Council for allowing them to serve.

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Mayor Barnes acknowledged the importance of supporting families in need through various community resources during the government shutdown, including the food pantry at the Methodist church.

Mayor Pro-Tem VanSlambrouck reminded everyone to vote in the election tomorrow, particularly for the school issue on the ballot. He emphasized the importance of supporting education and children's welfare. He noted it is important to vote in City Council elections to show support of the council.

Mayor Barnes added that it is important to vote in City Council Elections because there are two four-year terms and one two-year term. If you think your vote doesn't matter when there are three candidates for three terms, it really does because it determines who gets the four-year terms and who gets the two-year term.

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

Yeas: Sheehan, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

Meeting adjourned at 7:31 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk