



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 1, 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, Schneider and Boyer; City Manager Dymczyk; City Clerk Miller; Finance Director Tolan; DDA Director ConnerWellman; Police Chief Thomas

Guests: Bill Tucker and Kevin Jang of Maner Costerisan; Jon Moxey of Fleis & VandenBrink; Terry Frewern, Ionia County Commissioner; Eve Boyer; Tim Fuller; Denise Barnes; Kathy Parsons

The meeting was called to order at 7:00 P.M. by City Clerk Miller with the Pledge of Allegiance.

City Clerk Miller explained the procedure for nominating the Mayor and Mayor Pro-Tem and opened the floor for nominations for Mayor.

Council Member Schneider nominated Council Member Boyer for Mayor.

Council Member Boyer supported the nomination.

Council Member Fitzsimmons nominated Council Member Barnes for Mayor.

Council Member VanSlambrouck supported the nomination.

There were no other nominations.

City Clerk Miller held the vote for Boyer for Mayor.

Yeas: Schneider, Boyer

Nays: VanSlambrouck, Fitzsimmons, Barnes

The motion failed.

City Clerk Miller held the vote for Barnes for Mayor.

Yeas: VanSlambrouck, Fitzsimmons, Barnes

Nays: Schneider, Boyer

Adopted.

City Clerk Miller named Council Member Barnes as Mayor and turned the meeting over to him.

Mayor Barnes opened the floor for nominations for Mayor Pro-Tem.

Mayor Barnes nominated Council Member VanSlambrouck for Mayor Pro-Tem.

Council Member Fitzsimmons supported the nomination.

Council Member Schneider nominated Boyer for Mayor Pro-Tem.

Council Member Boyer supported the nomination.

City Clerk Miller held the vote for VanSlambrouck for Mayor Pro-Tem.

Yeas: Barnes, Fitzsimmons, VanSlambrouck

Nays: Schneider, Boyer

Adopted

Council Member VanSlambrouck was named Mayor Pro-Tem.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the proposed agenda.

Yeas: VanSlambrouck, Fitzsimmons, Schneider, Boyer, Barnes

Nays: None

Adopted

Under Public Comment, Terry Frewen, Ionia County Commissioner, announced his candidacy for State Representative for District 78.

Under City Manager Report, City Manager Dymczyk reported he has been working with the Rindlehaven Development Group regarding their construction phasing and utility service connections in advance of their final site plan application.

He also noted this meeting was the first being streamed to the City of Portland website with the new audio/video equipment.

He noted zoning issues that he has been working on and addressed winter parking and snow removal.

There was discussion.

Under Presentations, Bill Tucker and Kevin Jang of Maner Costerisan presented the Fiscal Year 2024-2025 Audit results. They confirmed it was a clean financial statement audit with the City adding to its fund balance in the General Fund.

Jon Moxey of Fleis & VandenBrink provided an engineering report and updates on several projects.

There was discussion.

DDA Director ConnerWellman presented a report on downtown activities.

Under New Business, the Council considered the Fiscal Year 2024-2025 Audit for approval.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Fiscal Year 2024-2025 Audit.

Yeas: VanSlambrouck, Fitzsimmons, Schneider, Boyer, Barnes

Nays: None

Adopted

The Council considered Resolution 25-82 to approve Fleis & VandenBrink's proposal, in the amount of \$90,400.00, to provide design engineering and bidding services for the Hill Street Improvement Project.

Motion by Fitzsimmons, supported by Schneider, to approve Resolution 25-82 approving Fleis & VandenBrink's proposal to provide design engineering and bidding services for the Hill Street Improvement Project.

Yeas: Fitzsimmons, Schneider, VanSlambrouck, Boyer, Barnes

Nays: None

Adopted

The Council considered Resolution 25-83 to approve Fleis & VandenBrink's proposal, in the amount of \$17,200.00, to provide design and bidding services for the Grand River Avenue Parking Lot Reconstruction.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 25-83 approving Fleis & VandenBrink's proposal to provide design and bidding services for the Grand River Avenue Parking Lot Reconstruction.

Yeas: VanSlambrouck, Fitzsimmons, Schneider, Boyer, Barnes

Nays: None

Adopted

The Council considered Resolution 25-84 to approve a change order in the amount of \$10,489.50, to Theka Engineering Solutions for services performed out of the scope of the original contract for the Grant Street Substation Project.

Motion by Schneider, supported by Fitzsimmons, to approve Resolution 25-84 approving a change order to the scope of services outlined in the Grant Street Substation Proposal with Theka Engineering Solutions.

Yeas: Schneider, Fitzsimmons, VanSlambrouck, Boyer, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City held on November 17, 2025, payment of invoices in the amount of \$121,453.57 and payroll in the amount of \$204,587.92 for a total of \$326,041.49. Purchase orders to MAAG Transport in the amount of \$5,500.00 for annual brush grinding and compost removal, Kendall Electric in the amount of \$5,902.87 for galvanized sweep elbows for the Grant Street Substation Project, and Resco in the amount of \$6,104.00 for cabinet foundations for the Grant Street Substation Project were also included.

Yeas: VanSlambrouck, Fitzsimmons, Schneider, Boyer, Barnes

Nays: None

Adopted

There were no further City Manager comments.

Under Council Member Comments, Council Member Fitzsimmons commended Finance Director Tolan for her work on the audit, noting that not all municipalities have such successful audits.

Mayor Barnes commented on the Plaza ribbon-cutting event, mentioning that the weather was beautiful. He also congratulated St. Patrick's football team on their state championship.

Council Member Fitzsimmons added that the team had impressive community support at their championship game, even though it was played far from Portland.

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Mayor Barnes also acknowledged the Portland High School football team had another very successful season this year as well.

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

Yeas: VanSlambrouck, Schneider, Fitzsimmons, Boyer, Barnes

Nays: None

Adopted

Meeting adjourned at 8:10 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk