

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Tuesday, February 21, 2012

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck; Council Members Calley, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; DDA/Main Street Director Reagan

Guests: Ernie West and Jim Minster of C2AE; Tom Thelen of the Review & Observer; Jon Szerlag of the Sentinel-Standard

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

Motion by VanSlambrouck, supported by Fabiano, to approve the Agenda as presented.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Dempsey presented information on the action items for consideration on the Agenda.

City Manager Dempsey acknowledged the 19 members of the City Staff that recently completed CPR training along with Homework's Tri County employees. Individuals were trained by Homework's Safety Coordinator Chris O'Neill. This coordinated effort was organized with the help of Homework's General Manager/CEO Mark Kappler.

City Manager Dempsey reminded residents that the Presidential Primary Election will be held on Tuesday, February 28th. Polls are open from 7:00 A.M. to 8:00 P.M.

City Manager Dempsey expressed his concern with recently introduced House Bills 5298 and 5299 which propose to add funding for roads by increasing the gas tax. These measures also propose to eliminate the tax exempt status of certain government entities, including Cities. He urged those concerned to contact their representatives.

City Manager Dempsey also stated that Safety Awards were distributed to City Staff last week. These awards were earned based on safe work records. These efforts save the City money on its insurance premiums, specifically its Liability and Property Pool premiums.

Under Presentations, Ernie West of C2AE presented photos and gave an update on the WWTP Improvement Project. The project is substantially complete and is scheduled to be complete near the end of April.

Council Member Fabiano asked for more information on the possible grinder noted in the Progress Report at a cost of approximately \$35,000.

Mr. West stated the raw sewage pumps have been clogging; determining the need for a grinder. Quotes will be obtained in order to find the best pricing.

Mayor Barnes confirmed that currently staff has been physically removing the rags and other items causing the clogging. The goal is to get away from staff having to do this job.

City Manager Dempsey stated a grinder would help avoid clogging and backups and enable the whole system to run more smoothly.

Council Member Fabiano inquired how spending over the contingency will be handled.

City Manager Dempsey stated he is currently looking into this. Some funds have accumulated that may offset the costs.

There was further discussion.

DDA/Main Street Director Reagan gave his monthly report on the Downtown. Applications for the local Façade Grant will be accepted March 15th through May 15th. The DDA will be offering two 50/50 matching grants for up to \$5,000 for façade work based on historic preservation and revitalization. Applicants must have attended a “Building Basics Workshop” either this year or in previous years in order to submit an application.

The Third Annual Downtown Block Party will be held Saturday, May 19th. The Committee is working on having a larger car show this year, as well as great music, great local food, and the return of the “Party Pavilion” and other fun activities from bouncers and more and the Portland Rodeo.

The First Annual PACC Business Expo will be held Saturday, February 25th from 9:00 A.M. to 4:00 P.M. at the Nazarene Church. Many DDA district businesses will be participating in this inaugural event.

Director Reagan informed the Council that Portland Main Street received notification that Portland was not named a GAMSAs winner in 2012. Portland Main Street will apply again next year. It is not unusual for programs to not be named winners in their first year of submitting an application. On behalf of the Main Street Board, Director Reagan thanked all of the volunteers that have put thousands of hours into the Main Street Program and downtown Portland since 2003.

Under New Business, the Council considered Resolution 12-15 to approve engineering invoices for work on the Wastewater Treatment Plant Improvement Project.

Motion by Fabiano, supported by VanSlambrouck, to approve Resolution 12-15 approving engineering invoices for payment for the Wastewater Treatment Plant Improvement Project.

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-16 for Pay Request No. 8 to Davis Construction for work done on the Wastewater Treatment Plant Project through January 31, 2012. The City’s Engineer on the project has reviewed the pay request and is recommending Council approve the payment in the amount of \$194,500.63.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 12-16 approving Pay Request No. 8 to Davis Construction for work done on the Wastewater Treatment Plant Improvement Project.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-17 to approve Change Order No. 7 to the Wastewater Treatment Plant Improvement Contract with Davis Construction which will increase the contract price by \$5,884.26.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 12-17 approving Change Order No. 7 to the WWTP Contract with Davis Construction.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-18 to authorize the City Finance Officer/Treasurer to sign an E-Payment Services Agreement with Point and Pay LLC to provide electronic payment processing services that is compatible with the BS&A software the City uses to maintain its financial records. The City has received requests to pay utility bills, property taxes, and other fees by credit card. The proposed agreement with Point and Pay does not cost the City any money and is paid 100% by a convenience fee charged to the customer using the system. City Manager Dempsey has reviewed the proposed Agreement and determined the convenience fees charged to use the system are competitive within the industry and concurs with Finance Officer/Treasurer's recommendation.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-18 approving, authorizing, and directing the City Finance Officer/Treasurer to sign an E-Payment Services Agreement with Point and Pay LLC.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-19 to approve an internet services agreement with BS&A Software to assist in the dissemination of public data. The City receives numerous requests for public data such as assessing information, tax payment status, and utility billing status and miscellaneous receivables that can be more efficiently provided by making that data available over the internet. BS&A provides internet services to help cities disseminate public data that is paid for by users of the system. City Manager Dempsey recommended the Council approve the proposal and authorize the Finance Director/Treasurer to sign it and take the necessary steps to implement the internet services application proposed by BS&A.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 12-19 approving an internet services agreement with BS&A Software to assist in the dissemination of public data.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Krause, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on February 6, 2012 and the

Special Meeting held on February 13, 2012, payment of invoices in the amount of \$57,829.14 and payroll in the amount of \$97,828.83 for a total of \$155,657.97. There were no purchase orders over \$5,000.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck, commented that the Arts Council Winter Ball was held February 11th. It was a fantastic event with attendance that grows each year. Mark and Mary Lewanski were named King and Queen of the event, Jessica Marks was named Artist of the Year, and Pat White was named Musician of the Year.

Mayor Barnes called attention to the Boards and Commissions application included in the Communications submitted by Robert Temple for a position of the Library Board.

Motion by Fabiano, supported by VanSlambrouck, to adjourn the meeting.

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

Meeting adjourned at 7:59 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk