

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, June 18, 2012

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Calley, and Krause; City Manager Dempsey; City Clerk Miller; Fire Chief Brown

Absent: Council Member Fabiano

Guests: Dave and Stephanie Willson; Kathy Parsons; Tom Thelen of the Review & Observer

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

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

Yeas: Krause, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

Motion by VanSlambrouck, supported by Krause, to excuse the absence of Council Member Fabiano.

Yeas: VanSlambrouck, Krause, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

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

City Manager Dempsey also reported that Police Chief Bauer narrowed down the 76 applications for the Police Officer position to 8 for the oral board to interview. Chief Bauer and City Manager Dempsey spoke with the top 3 candidates last week. The department is now doing background checks on the top two candidates. The successful candidate will then have to pass a physical and psychological exam before beginning employment with the City. The goal is to have a full-time Police Officer hired in early July.

The City is now able to accept credit cards for payments. The City has contracted with BS&A Software and Point & Pay companies to offer residents and utility customers the option to pay a bill by credit card online at their convenience. There is a convenience fee of approximately 3% charged by the company for using their service.

The City has been contacted by Tim Bechtel of Asset Services, LLC to inspect the natural gas line attached to the E. Grand River Ave. Bridge on behalf of Consumers Energy next week.

Bids are out on the Kent St. Improvement Project. The bid opening will be held June 26th. A recommendation on the project will be presented to the Council at its July 2nd meeting.

Bids are also out on the 2012 Dam Repairs to the Hydroelectric Dam. The bids will be opened on July 10th with a recommendation to Council following.

Under Presentations, Mayor Barnes presented a proclamation to Dave Willson in recognition of over 25 years of service to the City of Portland upon his retirement.

DDA/Main Street Director gave his Downtown report. The Portland Pay Day event is now underway with the prize drawing to be held on August 30th. Last year over \$77,000 was kept in the community.

The Woodwind Sculpture in Toan Park was dedicated on June 10th with over 150 in attendance. He thanked the Design Committee, the DPW, and all the others who helped make this project a success.

Riverfest will be held August 17th – 20th. This year's event will include a circus at Bogue Flats.

The DDA Façade/Sign Grant process is now underway; the Design Committee is in the process of reviewing the applications received.

The Portland Main Street Program was selected by the Michigan Main Street Center to receive free Branding Services. The Branding Campaign is now complete and will be rolled out over the next few months and include new banners for the Downtown, a new website, and printable materials.

Director Reagan extended his appreciation to the local girl scouts, Kathy Parsons and the DPW for their help with the hanging flower baskets in the Downtown.

Mayor Barnes stated that Toan Park is looking and will continue to look different.

City Manager Dempsey further stated that the new playground equipment has been ordered. The sculpture has been installed, a new roof will be put on the pavilion, and there have been some trees removed and new trees planted.

Under New Business, the Council considered Resolution 12-53 to amend the Budget for Fiscal Year 2011-2012. Finance Director Schrauben has reviewed the budget balances and expenditures and is recommending the Council approve the changes shown on Exhibit A.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-53 to amend the budget for Fiscal Year 2011-2012.

Yeas: VanSlambrouck, Krause, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

The Council considered Resolution 12-54 to approve Pay Request No. 5 and Final to Cook Brothers Excavation, Inc. for the 2011 Street and Water Main Improvement Project. The City was holding \$2,499.99 in retainage for restoration on the project. This resolution recognizes the restoration has been addressed and releases the \$2,499.99 as final payment on this project.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 12-54 approving Pay Request No. 5 and Final to Cook Brothers Excavating, Inc. for the 2011 Street and Water Main Improvement Project.

Yeas: Krause, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

The Council considered Resolution 12-55 to approve Cook Brothers Excavating, Inc.'s First and Final Pay Request for electric undergrounding work completed along Divine Highway. The Electric Superintendent stated all excavation work has been satisfactorily completed and is recommending payment of \$37,464.00 which is \$10,122 less than the approved estimate.

Motion by Calley, supported by Krause, to approve Resolution 12-55 approving Cook Brothers Excavating, Inc's First and Final Pay Request for electric undergrounding work completed along Divine Highway.

Yeas: Calley, Krause, VanSlambrouck, Barnes

Nays: None

Absent: Fabiano

Adopted

The Council considered Resolution 12-56 to authorize the Mayor to sign a permit for a fireworks display at Portland High School on the 4th of July. All of the necessary documents have been received. The King and Queen will be crowned at 4:00 P.M. at Kent and Bridge St. The parade is planned for 5:00 P.M. following the traditional route. The rain date for the festivities is Saturday, July 7th.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-56 approving, authorizing, and directing the Mayor to sign a permit for a fireworks display at Portland High School.

Yeas: VanSlambrouck, Krause, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

The Council considered Resolution 12-57 confirming the Mayor's appointments to City Boards and Commissions.

Motion by Krause, supported by Calley, to approve Resolution 12-57 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Krause, Calley, Barnes

Nays: VanSlambrouck

Absent: Fabiano

Adopted

The Council considered Resolution 12-58 to approve the purchase of Automatic Meter Reading Technology. Bader Meter, Inc. the manufacturer of the water meters used by the City of Portland, is discontinuing its line of mechanical meters and is offering a special promotion price on its Badger ORION handheld Automatic Meter Reading (AMR) system and data profiling meters. City staff has met with Municipal Supply Company and the factory representatives to develop the most cost effective plan to transition the City's mechanical meters system to the ORION system to collect meter reads more quickly and with greater accuracy. The cost of AMR technology has come down and the products have become more robust offering potential leak detection, reverse flow indication, non-usage alarm, GPS mapping, and now Badger's system is capable of being migrated from a walk-by/drive by system to a fixed base system. The AMR system will eliminate manual entry of water readings at the

meter and into the billing system at City Hall and new meters may help pay for themselves because older meters do not typically maintain their accuracy or slowdown 5-7% as they age. City staff recommends moving all water meters to the ORION ME system by Badger and replacing all of the non-compatible meter bodies over the next 5 years. As a first step City staff is recommending the City take advantage of the promotional pricing to purchase the AMR ORION ME starter kit with 10 endpoints (transmitters) and 250 replacement meter bodies for \$21,562 out of the Fiscal Year 2011-2012 budget and 240 endpoints for \$33,998.40 out of the Fiscal Year 2012-2013 budget (a savings of \$6,622) and install them over the next year.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-58 approving the purchase of Automatic Meter Reading Technology.

Yeas: VanSlambrouck, Krause, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

Motion by Krause, supported by Calley, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on June 4, 2012, payment of invoices in the amount of \$146,898.00 and payroll in the amount of \$173,730.93 for a total of \$320,628.93. There were no purchase orders over \$5,000.

Yeas: Krause, Calley, VanSlambrouck, Barnes

Nays: None

Absent: Fabiano

Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated how nice the sculpture dedication was. He was glad to be a part of it.

Mayor Pro-Tem VanSlambrouck also stated the VFW Golf Outing held on June 16th was a very successful event.

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

Yeas: Calley, VanSlambrouck, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

Meeting adjourned at 7:34 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk