

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, March 19, 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; Police Chief Bauer

Guests: Members of the Portland Boy Scouts; Kathy Parsons; 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 the Scout Tom Nickelson.

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

Yeas: Krause, Fabiano, VanSlambrouck, Calley, 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 informed the Council that the Fire Department is conducting training on the 100 block of Kent Street tonight to become more familiar with what they would encounter should there be a fire downtown. City Manager Dempsey also thanked everyone inconvenienced for their cooperation and understanding to make this training possible.

City Manager Dempsey informed residents that today is the last day of winter and spring and summer is just around the corner, which brings with it the possibility of severe weather. Tornado sirens in Portland will be tested at noon on the first Saturday of each month by Ionia County Central Dispatch. At any other time the tornado siren is heard, it means that a tornado has actually been sighted or has been indicated by weather radar in Ionia County. A person should seek shelter immediately. He encouraged residents to take the warnings seriously so that everyone in the community remains safe.

City Manager Dempsey acknowledged the dedication of the Council Members, all of whom volunteered to attend the MML's Capital Conference this Tuesday and Wednesday. It is a testament to the engagement of these community leaders.

City Manager Dempsey further informed the Council that last Thursday the Governor signed HB 4589, a bill reinstating the long-standing two-inch rule for sidewalk liability. Under the new statute, PA 50 of 2012, there is a rebuttable presumption that a local unit of government properly maintained a sidewalk if a sidewalk defect is less than two inches. He encouraged residents to contact him at 647-2931 if they notice any sidewalk in need of repair.

City Manager Dempsey gave a brief overview of the Proposed Joint Fire and Emergency Services Agreement with Portland and Danby Townships. The proposed agreement is the result of many months

of negotiations between the City of Portland, Danby Township and Portland Township. The agreement would be for a 3-year period of time. The City will lease the Fire Department equipment to the authority for \$1 per year. There will be a transfer of operations from the City to a board comprised of members of each unit of government. The PAMA building will remain status quo. The Fire Chief will be a part-time position. The agreement would allow the addition of other municipalities so long as each unit of government is in favor of proposed additions. A different funding formula will be used to calculate the costs to each unit of government based on 1/3 SEV values, 1/3 population, and 1/3 on the number of runs using a 3-year average. Each unit of government will make quarterly payments. An annual audit must be completed. Neither the Board nor the Authority may invoice for services provided. If there were to be such a charge, each unit of government would individually charge their residents. The Fire Department will pay for water usage. Substations would be permitted, but must be paid for and maintained by the municipality they are in. A dissolution provision is included in the agreement.

City Manager Dempsey stated that a copy of the Proposed Joint Fire and Emergency Services Agreement is available at the City Clerk's Office and online.

Under Presentations, DDA/Main Street Director Reagan presented his monthly downtown report. The acceptance of applications for the local façade grant program began on March 15<sup>th</sup> and will end May 15<sup>th</sup>. During this round, the DDA will offer two 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 3<sup>rd</sup> Annual Downtown Block Party will be held on Saturday, May 19<sup>th</sup>. Efforts are being made to have 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 to the Portland Rodeo.

The Economic Revitalization Committee will hold "Social Media" classes on April 18<sup>th</sup>, April 30<sup>th</sup>, and May 8<sup>th</sup> and will be led by Nicole Sunstrum who works with the MEDC Social Media Pure Michigan.

Director Reagan commented on the proposed Kent St. project, on the Agenda tonight, recommended by the DDA to the Council. The DDA saw this project as important in keeping the downtown attractive and the community walkable. With this project a lot of new sidewalk will be installed to replace damaged areas. This project will be treated as a typical City project and is expected to move along smoothly and quickly.

The Portland Pay Day event will be held June 1<sup>st</sup> through August 30<sup>th</sup>. Over the past three years over \$189,000 has been kept in the City of Portland. More information will be available soon.

Under New Business, the Council considered Resolution 12-24 to approve payment of engineering services on the Wastewater Treatment Plant Project to C2AE in the amount of \$10,220.04.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-24 approving engineering services for payment for the Wastewater Treatment Plant Improvement Project.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-25 for Pay Request No. 9 to Davis Construction for work done on the Wastewater Treatment Plant Improvement Project in February in the amount of \$40,349.75. The City's Engineer on the project is recommending the approval of this payment.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 12-25 approving Pay Request No. 9 to Davis Construction for work done on the Wastewater Treatment Plant Improvement Project.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

The Council considered Resolution 12-26 to approve Fleis & VandenBrink's proposal for engineering services associated with the Kent Street Improvements Project. This resolution approves the DDA's recommendation to approved F&V's proposal for engineering services associated with milling and resurfacing Kent Street between Academy St. and Grand River Ave, replacing bad sidewalk, and replacing two old water services and a fire hydrant. The DDA would be responsible for funding the non-water items included in the project and is recommending a transfer of funds from the DDA to the Major Street Fund as part of the 2012-2013 Budget. The project is planned to be constructed after the 4<sup>th</sup> of July and should be complete within 3 weeks.

There was some discussion of how the project would be funded.

Motion by Fabiano, supported by VanSlambrouck, to approve Resolution 12-26 approving Fleis & VandenBrink's proposal for engineering services associated with the Kent Street Improvements Project.

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-27 to set a Public Hearing on the Proposed Joint Fire- and Emergency-Services Agreement with Portland and Danby Townships on April 2, 2012 to take public comment on the proposed agreement. All public comment must be received by April 2, 2012.

Mayor Barnes thanked City Manager Dempsey and Council Member Fabiano for all the time they invested in this document.

Mayor Pro-Tem VanSlambrouck encouraged anyone with questions or concerns to attend the April 2<sup>nd</sup> Council meeting.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-27 setting a Public Hearing on the Proposed Joint Fire- and Emergency-Services Agreement with Portland and Danby Townships.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-28 to approve an agreement to install Ionia County Fire Frequency radio equipment and relocate the City Local Government Frequency radio equipment. The City has been working with Ionia County Central Dispatch on a project to improve the propagation of the Ionia County Fire Frequency signal in the southeast portion of the County so the County could dispatch Portland Fire and Ambulance on the Ionia County Fire Frequency. The County has approved paying all of the costs associated with the new installation and relocation of City equipment, including

the cost to modify the City's FCC license due to its change in location. The City has tested the signal from a mobile transmitter and small antenna at the Emergency Services building to test the signal propagation from that location and determined the signal would cover the City and areas served by Portland's Electric Department.

Motion by Fabiano, supported by Calley, to approve Resolution 12-28 approving an agreement to install Ionia County Fire Frequency radio equipment and relocated City Local Government Frequency radio equipment.

Yeas: Fabiano, Calley, VanSlambrouck, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-29 to approve a Transfer of Ownership Agreement for radios obtained by Ionia County under a Homeland Security Grant Program. Ionia County received 12 narrow band radios under this program and has offered to transfer ownership of these radios to the City pursuant to a Transfer of Ownership Agreement to accept ownership of the equipment and to comply with the terms of the Grant.

Mayor Pro-Tem VanSlambrouck inquired if any special training would be needed on these radios.

City Manager Dempsey stated they are very similar to the radios already in use; they only use a different frequency.

City Manager Dempsey thanked Ionia County for being a great partner in helping with this project.

Council Member Fabiano asked if the Fire Department would be receiving any of the new radios.

City Manager Dempsey stated the Fire Department already has received some narrow band radios under a different grant. There are less than 10 radios that still need to be switched to narrow band.

Motion by Fabiano, supported by Calley, to approve Resolution 12-29 approving a Transfer of Ownership Agreement for radios obtained by Ionia County under a Homeland Security Grant Program.

Yeas: Fabiano, Calley, VanSlambrouck, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-30 to authorize the Mayor and City Clerk to sign an Agreement for Sheriff's Office Services between the City of Portland and Ionia County. This agreement would allow the Police Chief to work with the County Sheriff's office to fill shifts the city cannot currently staff because of turnover, work limitations, and time off requests. The hourly rate in the Sheriff's Office Services Agreement is the same as the rate used in a contract with the Village of Saranac and is less than the overtime rates for Portland Police Officers.

Mayor Pro-Tem VanSlambrouck inquired if the Sheriff's Department is staffed sufficiently to offer coverage in the City of Portland.

City Manager Dempsey stated Chief Bauer will have to notify the Sheriff's Department of the City's needs at least 1 month in advance so they will have appropriate coverage. This will not be a problem as Chief Bauer does schedules 2 months in advance. This agreement is to address a short-term manpower issue in the Police Department.

Council Member Fabiano inquired if not having 24/7 police coverage in the City of Portland has ever been considered. City Manager Dempsey stated that it has been considered, but in his history in the City of Portland it has never happened. As budget discussions move forward it may be something to look at.

Chief Bauer stated that he is called in when there is no coverage in the City. With the proposed agreement there would be a car designated to coverage in the City of Portland.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-30 approving, authorizing, and directing the Mayor and Clerk to sign an Agreement for Sheriff's Office Services between the City of Portland and Ionia County.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

Mrs. Pam Nickelson, Boy Scout leader, commended City Manager Dempsey on the help and support he has provided to the Boy Scouts.

The Boy Scouts left the meeting at 7:42 P.M.

Motion by Calley, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on March 5, 2012, payment of invoices in the amount of \$49,323.32 and payroll in the amount of \$95,188.39 for a total of \$144,511.71. Included were purchase orders to Kendall Electric in the amount of \$11,447.56 for conduit and PAMA in the amount of \$5,296.16 for overhead door repair and replacement.

Yeas: Calley, VanSlambrouck, Fabiano, Krause, Barnes

Nays: None

Adopted

Under Council Comments, Council Member Krause stated that the Friends of the Looking Glass River will hold an educational meeting entitled "What's Happening to our Forests" this Friday, March 23<sup>rd</sup> at 7:00 P.M. at United Methodist Church in Wacousta.

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

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

Meeting adjourned at 7:43 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk