

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Tuesday, February 22, 2011

In Council Chambers at City Hall

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

Absent: Council Member Calley

Guests: Paul Galdes of Fleis & VandenBrink Engineering; 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 Patrick Reagan.

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

Yeas: Clement, Fabiano, VanSlambrouck, Barnes

Nays: None

Absent: Calley

Adopted

Motion by VanSlambrouck, supported by Clement, to excuse Council Member Calley from the meeting.

Yeas: VanSlambrouck, Clement, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

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

City Manager Dempsey commended the DPW for the tremendous job they did clearing the streets on Monday after the snow storm.

He also commended the Parks and Recreation Department for their Daddy/Daughter Dance held at the KC Hall on February 16th. The event included a disc-jockey, professional photograph, punch, cookies, goody bag and a carnation. There were 353 participants.

City Manager Dempsey thanked the volunteers who worked on the ice rink this winter. Jeff Pline, Doug Logel Sr., Doug Logel Jr., Allyson Logel, Nick Martin, Tyler Bailey, Larry Tygesen, Kim Patrick-Chapman, Tim Krizov, Cory Czaika, Zack Waltersdorf, Jess Smith, Mike Kaptcia, Ken Gensterblum, Chris Bowers and Andy Browsers.

Farabee Mechanical has reinstalled the turbo on the Bessemer Generator at the Electric Department and got it running. They will now put the generator back on line and run it for a period under load to make sure that everything is working property.

City Manager Dempsey discussed Governor Snyder's proposed budget cuts including the elimination of statutory revenue sharing in 2012 and its effect on the City of Portland. He further provided information on the types and purpose of revenue sharing.

Under Presentations, DDA/Main Street Director Reagan gave his monthly report. The Notice of Intent for the CDBG Grant opportunity for Bernie Pelc's building at 136 and 140 Kent St. was submitted to the MEDC. This is a \$200,000 grant for façade restoration. Mr. Pelc will contribute \$100,000 for an interior match. No City funds will be used for this grant. This grant is based on job creation; Mr. Pelc will be creating 8 new jobs for his office.

Director Reagan reported the DDA approved the application and award for the first Sign Incentive Grant to Duff, Chadwick, and Associates for their building at 108 Kent St.

MSU students are working on the Downtown Market Analysis as part of their practicum study. They have surveyed businesses and held a focus group meeting at the Library on February 15th. The students led the group through a basic SWOT analysis. Some fascinating aspects of the focus group were the belief that the downtown is very important to the City and that none of the individuals found parking to be a weakness to downtown Portland.

The Rummage Sale will be held April 15th & 16th on the second floor of City Hall. The 2011 Downtown Block Party will be held May 21st.

Paul Galdes, of Fleis & VandenBrink Engineering, gave a report on the MDOT I-96 Bridge Removal Project behind Wendy's over the river trail. The bridge is in poor condition and needs major improvements. MDOT is proposing to install a large concrete culvert. The project is scheduled to be bid in November 2011 with the project to be completed in spring 2012.

Mr. Galdes gave an update of the meeting held with MDOT in regard to this project. MDOT is currently trying to locate right-of-way documents thought to have been granted by the railroad companies. Their hope is that it will address the handling of City utilities through that area. The bypass of the trail during construction was discussed. The bypass would be along Rowe Ave., to Grand River Ave., to Cutler Rd. The City has stated that it would like to see this bypass route be made permanent with the embankment under the overpass being cut out for the trail to pass through behind the pillars rather than directly alongside Grand River Ave. MDOT stated they would discuss this proposal and get back with the City.

There was discussion of alternatives for the project and how this proposed project has been addressed to the City by MDOT.

Mr. Galdes presented updated estimates for street resurfacing on certain streets in the City needing pavement repairs and water main improvements.

City Manager Dempsey confirmed that funding would be from the additional borrowing made during funding for the Grape and Detroit Street Improvement Project. These street improvements were planned when the additional borrowing was made. Funds will be repaid with income tax funds. Water main improvements would be made from the water fund.

Council Member Fabiano suggested tabling this issue until the next meeting in order to obtain more information on the budget. He stated his concern with approving this work without looking at the budget further.

City Manager Dempsey stated that at this time the Council would only be approving the engineering services. He further stated that funding would be from the funding obtained during the borrowing for the Grape and Detroit Street Improvement Project. He explained the rationale for the streets needing the most repairs and also needing water main improvements in order to avoid cutting a new street if repairs were to be required in the future.

Under New Business, the Council considered Resolution 11-10 to authorize the issuance of \$840,000 in additional revenue bonds to pay for improvements to the WWTP.

Motion by Clement, supported by VanSlambrouck, to approve Resolution 11-10 to authorize the issuance of Sanitary Sewer System Revenue Bonds.

Yeas: Clement, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

Council considered Resolution 11-11, the USDA Rural Development form resolution to authorize their purchase of the \$840,000 in bonds.

Motion by VanSlambrouck, supported by Clement, to approve Resolution 11-11 the USDA Loan Resolution.

Yeas: VanSlambrouck, Clement, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 11-12 to establish new wastewater rates to support the repayment of the \$840,000 loan from USDA Rural Development. This rate increase will raise the readiness to serve charge by \$0.98 per month. The commodity charge remains unchanged.

Motion by Clement, supported by VanSlambrouck, to approve Resolution 11-12 establishing Wastewater Rates.

Yeas: Clement, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 11-13 to revise Council Policy 76-7 concerning the utility billing procedure, deposits, the collection of delinquent accounts, and the placing of delinquent accounts on the tax roll. The policy revisions clarify when bills are due, when they become delinquent, and allow for renters who have not previously established good credit to do so by maintaining their accounts without being delinquent for 12 months so their security deposit may be reduced by ½. The revision also cross references the electric shut off rules that must be followed to shut off an account and caps the turn on fee at \$100 for accounts that have had multiple shut offs.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 11-13 to revise Council Policy 76-7 concerning the City's Utility Billing Procedure, Deposits, Collection of Delinquent Accounts and Placing Delinquent Accounts on the Tax Roll.

Yeas: VanSlambrouck, Fabiano, Clement, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 11-14 to approve bills to be paid from the USDA Rural Development loan for engineering services and legal services.

Motion by Clement, supported by VanSlambrouck, to approve Resolution 11-14 approving invoices for payment for the Wastewater Treatment Plant Improvement Project.

Yeas: Clement, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 11-15, a new agreement with the State of Michigan for the Portland Main Street Program. The current agreement for the program is expiring. The Michigan Main Street Program requires an agreement with accredited communities for the purpose of setting forth the requirements and expectations for the Local Main Street Program pursuant to its designation as a Master Michigan Main Street Community and pursuant to the contractual arrangement between the Michigan Main Street Program and the National Trust for Historic Preservation, National Main Street Center, in Washington D.C. This new agreement is essentially the same as the current agreement.

Motion by VanSlambrouck, supported by Clement, to approve Resolution 11-15 approving the Michigan Main Street Program Community Requirements and Expectations Agreement.

Yeas: VanSlambrouck, Clement, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 11-16 to approve a new 5-year Park and Recreation Plan for the community. The MDNR requires that communities have a 5-year recreation plan on file as a condition of eligibility for grant funds from the Michigan Natural Resources Trust Fund. Mary Scheurer, the Parks and Recreation Director, has conducted the required surveys and held the required public hearing to update the community's 5-year plan and is recommending its approval.

Motion by Fabiano, supported by VanSlambrouck, to approve Resolution 11-16 approving the Portland Community Recreation Plan 2011-2015.

Yeas: Fabiano, VanSlambrouck, Clement, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 11-17 to approve Fleis & VandenBrink's proposal to provide professional engineering services for the paving and water main improvements.

Motion by Clement, supported by VanSlambrouck, to approve Resolution 11-17 approving Fleis & VandenBrink’s proposal to provide engineering services for paving and water main improvements.

Yeas: Clement, VanSlambrouck, Barnes

Nays: Fabiano

Absent: Calley

Adopted

Motion by Clement, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on February 7, 2011 and the Goal Setting Session held on January 15, 2011, payment of invoices in the amount of \$268,564.05 and payroll in the amount of \$103,113.42 for a total of \$371,677.47. There were no purchase orders over \$5,000.00.

Yeas: Clement, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

Under Council Comments, Council Member VanSlambrouck stated that he attended an MML Leadership Conference in Frankenmuth. There was much conversation about the Governor’s proposed budget. There were also discussions of regional cooperation and sharing services.

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

Yeas: Clement, Fabiano, VanSlambrouck, Barnes

Nays: None

Absent: Calley

Adopted

Meeting adjourned at 8:05 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk