

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, June 20, 2011

In Council Chambers at City Hall

Present: Mayor Barnes; Council Members VanSlambrouck, Calley and Fabiano; City Manager Dempsey; City Clerk Miller; Wastewater Superintendent Sherman; DDA/Main Street Director Reagan; Police Chief Bauer, and Camera Operator Cummins

Absent: Mayor Pro-Tem Clement

Guests: Kathy Parsons; Brian Wohlscheid of Municipal Supply; 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 Calley, to excuse Mayor Pro-Tem Clement from the meeting.

Yeas: VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Absent: Clement

Adopted

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

Yeas: Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Clement

Adopted

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

Under Presentations, DDA/Main Street Director Reagan gave his monthly report. The 2011 Downtown Block Party was held May 14th, it was another successful, money making event. Director Reagan thanked all of the sponsors and stated planning has already begun for the 2012 Block Party.

The Economic Revitalization Committee will hold a free seminar where different ways to market a business will be discussed. The seminar will be held June 21st at 6:00 P.M. on the 2nd Floor of City Hall. A Team SBA Roundtable will be held on July 19th at 1:00 P.M. on the 2nd Floor of City Hall.

The Portland Pay Event is currently underway through August 31st. Last year this event kept \$55,000 in the community. There are 18 businesses participating.

The 4th of July parade will be held on July 4th at 5:00 P.M. Fireworks will be held at dusk that evening at Portland High School. The DDA is once again sponsoring these fireworks.

Director Reagan further stated that the CDBG Grant Agreement for Bernie Pelc's buildings at 136 and 140 Kent St. has been approved. The grant is currently in the environmental approval process. SHPO has approved the historically accurate design. These improvements will add 8 jobs to the Downtown.

Ernie West of C2AE gave a report and presented photos on the Wastewater Treatment Plant Improvement Project. It has been a challenge to work around the infrastructure, both known and unknown, and keep the plant running, but they have been successful. The project is 15% to 20% complete. The 1st pay request is getting ready to be processed. Change Order No. 1 on tonight's agenda for approval by the Council. This will change pipe sizes and increase the cost of the project \$14,830. Mr. West further explained that the raw sewage pumping rate was overestimated due to the use of data from the event that caused the flooding of the Ionia County fairgrounds a couple of years ago. C2AE is going to submit a request to DEQ to downsize the size of the pumps. This will decrease the project cost by approximately \$15,000.

Mr. West also explained the status of the project contingency fund which was planned at about \$95,000. Original estimates for aspects of the project that would use the contingency fund were estimated at \$179,000 but is currently estimated at \$133,000 with the elimination of non-essential items. The decrease of \$15,000 for the change in pumping capacity has been considered in these figures. A significant yearly energy savings at the plant should be realized in the amount of \$15,000 to \$30,000. C2AE is working with City Staff, the contractor and subcontractors to determine any areas to save money.

Mayor Barnes expressed his appreciation for the project update.

Mayor Barnes noted the proclamations listed under presentations. The first proclamation was to Rick Teachout honoring his retirement after more than 12 years of service to the City of Portland. The second proclamation was to Portland District Library Director Jan Mosser honoring her retirement after 35 years of service to the residents of the City of Portland, Portland Township, and Danby Township. The last proclamation was to recognize June as National Scleroderma Awareness Month.

Under New Business, the Council considered Resolution 11-52 to authorize the City Manager to sign a Wastewater System Construction Permit Application to modify the permit for the Wastewater Treatment Plant. The WWTP project will change the treatment process that is currently permitted and will require a modification of the existing construction permit. The existing treatment process uses coarse bubble diffusers with larger blower motors. The proposed modification is to use fine bubble diffusers with a smaller more efficient motor. The WWTP Superintendent and City Manager Dempsey recommend the Council approve this application.

Motion by Fabiano, supported by VanSlambrouck, to approve Resolution 11-52 approving, authorizing, and directing the City Manager to sign a Wastewater System Construction Permit Application to modify the permit for the Portland Wastewater Treatment Plant.

Yeas: Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Clement

None

The Council considered Resolution 11-53 for Change Order No.1 to the WWTP Contract with Davis Construction to increase certain pipe sizes and the size of the manual bar screen. This will increase the price of the contract by \$14,830.

Council Member VanSlambrouck asked if the rest of the project costs are on track.

City Manager Dempsey provided further information concerning the contingency fund that was discussed earlier in the meeting. He stated that there may be some surplus revenues from the sewer rate increase that was implemented before the actual start of the project.

There was some discussion between the Council and City Manager Dempsey.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 11-53 approving Change Order No. 1 to the WWTP Contract with Davis Construction.

Yeas: VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Absent: Clement

Adopted

The Council considered Resolution 11-54 to authorize the Mayor to sign a CDBG Grant Agreement for Bernie Pelc's property at 136/140 Kent St.

City Manager Dempsey clarified that no City funds are being spent on the local match; this will be provided by the property owner. The DDA will actually receive approximately \$2,000 in grant administration fees.

Council Member VanSlambrouck acknowledged all of the efforts by DDA/Main Street Director Reagan in this grant process.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 11-54 approving, authorizing, and directing the Mayor to sign a CDBG Grant Agreement.

Yeas: VanSlambrouck, Fabiano, Calley, Barnes

Nays: None

Absent: Clement

Adopted

The Council considered Resolution 11-55 to approve Fleis & VandenBrink's proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant. The City has been working with the Environmental Engineering group at Fleis & VandenBrink to make sure all appropriate steps are being taken to remediate the diesel fuel release that occurred with the failure of the underground fuel return line at the Diesel Generation Plant in January of 2009. The City Manager requested that Fleis & VandenBrink provide an updated proposal for 2011-2012 with a new scope of services and budget for engineering services associated with the remediation effort based on the change in conditions.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 11-55 approving Fleis & VandenBrink's proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant.

Yeas: VanSlambrouck, Fabiano, Calley, Barnes

Nays: None

Absent: Clement

Adopted

The Council considered Resolution 11-56 to approve Fleis & VandenBrink's proposal to provide construction engineering services for 2011 paving and water main improvements planned for the 2011 construction season.

Council Member VanSlambrouck confirmed this work has already been included in the budget.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 11-56 approving Fleis & VandenBrink's proposal to provide construction engineering services for 2011 paving and water main improvements.

Yeas: VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Absent: Clement

Adopted

The Council considered Resolution 11-57 to approve Phase I of Kore/Hi Com, Inc's proposal to incorporate City Hall phones into the Portland Public Schools' phone system. The City has entered a letter agreement with Portland Public Schools to allow the City to use the School's phone system in exchange for the School purchasing Fiber Optic Cable (FOC) and the City installing it between the school buildings. The School is replacing its phone system and the City is looking to replace its existing Centrex service and phones and would like to use the Portland Public Schools' new phone system. Staff from the City and the School District have met with the District's phone vendor, Kore Hi/Com, Inc. to develop a proposal to allow the City to piggyback on the School's project and transition the City from its existing Centrex phone system to the School's new Asterisk phone system in 3 phases. Phase 1 will convert City Hall from Centrex to the School's new IP phone system over previously installed FOC and conduit, Phase 2 will require the City to pull new FOC in previously installed conduit to connect the Police, Fire and Electric buildings to City Hall. Phase 3 requires trenching/laying of new conduit and FOC to connect the DPW and WWTP to City Hall. The City has budgeted sufficient money to replace City Hall's phone system in the 2011-2012 budget. City Manager Dempsey recommended approving Phase 1 of the proposal in the amount of \$8,704.

City Manager Dempsey further explained that the phone system at City Hall is from the early 1990's. It is a DOS based system which failed some time ago; the phone system is currently unsupported.

Motion by Fabiano, supported by Calley, to approve Resolution 11-57 approving Phase I of Kore/Hi Com, Inc.'s proposal to incorporate City Hall phones into the Portland Public Schools' phone system.

Yeas: Fabiano, Calley, VanSlambrouck, Barnes

Nays: None

Absent: Clement

Adopted

The Council considered Resolution 11-58 to amend the budget for Fiscal Year 2010-2011.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 11-58 to amend the Budget for Fiscal Year 2010-2011.

Yeas: VanSlambrouck, Fabiano, Calley, Barnes

Nays: None

Absent: Clement

Adopted

The Council considered Resolution 11-59 to authorize the Mayor to sign a permit for a 4th of July fireworks display at Portland High School.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 11-59 approving, authorizing, and directing the Mayor to sign a permit for a fireworks display at Portland High School.

Yeas: VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Absent: Clement

Adopted

Under the Consent Agenda, Council Member Fabiano commented that one of the 3 bids for conduit was submitted by a local contractor and was only \$11.00 more than the lowest bid. He stated his feeling that consideration should be given to local businesses; a new policy should be considered that a quote will not necessarily be awarded to the lowest bidder.

City Manager Dempsey stated that he will provide samples from other communities addressing this issue. The City of Portland has always awarded quotes to the lowest bidder in order to protect the integrity of the bidding process. He further stated that the “local area” will have to be defined.

Motion by VanSlambrouck, supported by Calley, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on June 6, 2011, payment of invoices in the amount of \$274,121.62 and payroll in the amount of \$160,769.13 for a total of \$434,890.75. There was a purchase order to Kendall Electric in the amount of \$17,389.85 for conduit.

Yeas: VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Absent: Clement

Adopted

Under Public Comment, Brian Wohlscheid of Municipal Supply, the local bidder for the conduit order approved in the Consent Agenda, asked who will be handling the conduit on this bid as normally conduit is stored at the Wastewater Treatment Plant. He further stated that the supplies are for the projects to be done by Cook Brothers, Inc. this summer. Municipal Supply is also handling supplies for the water portion of the project and could’ve handled the conduit as well. Municipal Supply has been a local business for over 50 years.

Under Council Comments, Mayor Barnes stated that B&W Auto Supply is celebrating their 50th Anniversary of business. He extended his appreciation to them being located in the City.

Mayor Barnes further noted that the City of St. Louis will be visiting the City of Portland on Wednesday, June 22nd. The City of Portland visited St. Louis Wednesday, June 15th.

Mayor Barnes commented that a retirement open house will be held for Jan Mosser this Sunday at the Library.

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

Yeas: Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Clement

Adopted

Meeting adjourned at 7:59 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk