

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, April 20, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Butler, and Clement; City Manager Gorman; City Clerk Miller; Police Officer Thomas; DDA/Main Street Director Reagan; Eric Proctor

Guests: Don & Bonnie Miller; Mike & Diane Ward; Ionia County Board of Commissioners Chairperson Julie Calley; Marjorie Boynton; Noreen Logel, Aaron Cross and other members of the Friends of the Red Mill; 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.

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

Yeas: Clement, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported that legislation passed in 2014 made changes to the Freedom of Information Act (FOIA) that will take effect in July of this year. These changes will require an update of the Cities FOIA policy that will be presented to Council soon.

City Manager Gorman thanked Portland Township, Danby Township, and the Portland Area Fire Authority for their letters of support for the bridge funding applications being submitted to the State of Michigan.

City Manager Gorman reported that Fleis & VandenBrink will be presenting the design work for the Kent Street Improvement Project at an upcoming Council meeting. The goal is to maintain the streetscape, mainly the trees.

Under Presentations, DDA/Main Street Director Reagan gave a report on activities in downtown Portland. The Design Committee of the Main Street program has reviewed three application for the 2015 Façade Grant and has determined they will require more information from all three applicants. They will be meeting with each applicant on Thursday, May 7th to discuss the projects and expect to have a recommendation to the DDA at their May meeting.

The Block Party will be held on Saturday, May 16th in downtown Portland. The event will feature live music, entertainment for the kids, crafters, and a BBQ contest. The Parks and Recreation Department will also be hosting a double-elimination softball tournament on this day.

The Promotions and Marketing Committee will once again be hosting the annual “Shop Local” campaign, Portland Pay Day, beginning June 1st. The promotion will run through Friday, August 21st

and the prize drawing will be held on Thursday, August 27th in conjunction with the final “Thursdays on the Grand” concert series.

Director Reagan announced his resignation effective Friday, May 15, 2015. He and his family will be moving back to their home in Muskegon.

Mayor Barnes thanked Director Reagan for his service to the City of Portland; it has been a great tenure. He further wished him the best of luck.

The Public Hearing to consider a request to vacate the public alley located south of Brush Street and east of Vessey Street was opened at 7:07 P.M.

City Manager Gorman stated that the alley is undeveloped and results in a dead-end. Part of the home is situated in the alley. This happened many years ago and now the home owner is trying to sell the home but the vacation of the alley is required. The City will retain an easement for the utilities.

City Manager Gorman further stated that due to the circumstances the vacation of this alley is appropriate.

Don Miller, who owns 2 adjacent properties, stated that he had his property surveyed within a couple of years ago and a fence was installed. He asked if the vacation is approved what would happen to the property? Does it automatically go to the Challenders or is it split by the adjacent property owners?

City Manager Gorman stated that typically the rights to the vacated property go to the adjacent property owners. As the City is only removing its rights from the property, typically an agreement is drafted between the adjacent property owners.

Mayor Barnes commented the best course of action would be to contact an attorney to draft an agreement.

There was further discussion of the process.

The Public Hearing was closed at 7:14 P.M.

Under New Business, the Council considered Resolution 15-31 to approve the vacation of the public alley running south of Brush Street and east of Vessey Street. City staff has determined the alley is unimproved, is not presently used or maintained by the City, and results in a dead-end. The City’s Department of Public Works has determined that public and private utilities may exist within the alley, but can be operated and maintained by an easement.

Motion by Fitzsimmons, supported by Butler, to approve Resolution 15-31 to approve the vacation of the public alley running south of Brush Street and east of Vessey Street.

Yeas: Fitzsimmons, Butler, VanSlambrouck, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-32 to schedule a Special Meeting for a Budget Workshop at 7:00 P.M. on Thursday, April 23, 2015.

Motion by Clement, supported by Fitzsimmons, to approve Resolution 15-32 to schedule a Special Meeting of the City Council for a Budget Workshop.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 15-33 to schedule a Public Hearing on the Budget proposed for Fiscal Year 2015-2016 on May 4, 2015 at 7:00 P.M.

Motion by VanSlambrouck, supported by Butler, to approve Resolution 15-33 setting a Public Hearing on the Budget proposed for Fiscal Year 2015-2016.

Yeas: VanSlambrouck, Butler, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-34 to approve the site plan to develop a timber frame pavilion and related improvements for the Friends of the Red Mill Pavilion Project at 450 Water Street. On December 10, 2014, the Planning Commission approved the Red Mill Pavilion project, contingent on obtaining a professional site plan that incorporates various comments made by city staff and Planning Commission members. The Friends of the Red Mill have provided the requested site plan and city staff recommends the City Council approve the site plan in accordance to the terms and conditions of the Donation and Development Agreement that outlines the terms related to the construction of the pavilion.

City Manager Gorman noted that the Friends of the Red Mill met the threshold for the Crowd Funding campaign; and Portland is the smallest community that has done so. He further noted the pavilion will become City-owned property. Fleis & VandenBrink, the City engineers, have donated their services for the professional site plan.

Mrs. Logel noted there is a 10' drive around the outside of the pavilion for unloading.

City Manager Gorman noted there is a 4' buffer between the drive around the pavilion and River Trail.

Mrs. Logel stated there has been outstanding community support for this project.

On behalf of the City, Mayor Barnes thanked Mrs. Logel and all of those involved for their efforts.

Council Member Clement asked how much more funding is needed for the project.

Mrs. Logel stated the initial goal was \$400,000 which included all costs. Funds are still needed for the project, but the dollar figure keeps changing as more items are donated. Most all of the timber has been donated, a local business has donated the steel roof, and another local business donated furnaces for the bathrooms. Volunteers are also needed to physically construct the pavilion. There will be a \$75 fee to volunteer which will be used to pay the timber framers for their instruction and will include meals and a t-shirt.

Motion by Fitzsimmons, supported by Clement, to approve Resolution 15-34 approving the Site Plan for the Friends of the Red Mill Pavilion Project.

Yeas: Fitzsimmons, Clement, VanSlambrouck, Butler, Barnes
Nays: None
Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on April 6, 2015, payment of invoices in the amount of \$82,707.87 and payroll in the amount of \$135,844.69 for a total of \$218,552.56. There were no purchase orders over \$5,000.

Yeas: Fitzsimmons, VanSlambrouck, Butler, Clement, Barnes
Nays: None
Adopted

Under City Manager Comments, City Manager Gorman stated that he is awaiting stats from the Community Clean Up held on Saturday, April 18th but the turn out seems to have exceeded last year and was very successful.

Hazardous wastes will be collected for disposal on Saturday, May 2nd from 8:00 A.M. – Noon on the east side of the fire station.

The State of Michigan Special Election will be held on Tuesday, May 5th to vote on Proposal 15-1. City residents that are registered voters will vote on the 2nd floor of City Hall from 7:00 A.M. to 8:00 P.M.

Ionia County Board of Commissioners Chairperson, Julie Calley explained that the Ionia County Board of Commissioners passed a countywide Off Road Vehicles (ORV) Ordinance to legalize ORV's on County roads. There has been some confusion for citizens as to whether ORV's are allowed on roads the County has no jurisdiction over. The Board is looking to make a revision to the ordinance to clarify that County roads are those roads that are maintained and funded by the County.

Chairperson Calley gave an update on other Ionia County activities.

Under Council Comments, Mayor Barnes noted that the Tree Management Commission will hold an Arbor Day tree planting ceremony on April 24th at 2:00 P.M. at Community Lake Park.

Mayor Barnes also noted the excellent retirement open house held for Herb Mosser at the Fire Department on Sunday, April 19th at the Fire Department honoring his 50 years of services.

Council Member Clement noted that Thursdays on the Grand, hosted by the Portland Community Arts Council will begin in June and run through August.

Motion by Fitzsimmons, supported by VanSlambrouck, to adjourn the regular meeting.

Yeas: Fitzsimmons, VanSlambrouck, Butler, Clement, Barnes
Nays: None
Adopted

Meeting adjourned at 7:38 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk