



**PROPOSED AGENDA
REGULAR MEETING OF THE PORTLAND CITY COUNCIL**

7:00 p.m. Monday, August 17, 2015

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	
7:03 PM	IV. <u>Public Comment</u> (5 minute time limit per speaker)	Motion
7:08 PM	V. <u>City Manager Report</u>	
	VI. <u>Presentations</u>	
7:15 PM	A. Interim DDA/Main Street Director Perry – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:20 PM	A. Proposed Resolution 15-63 Approving a Traffic Control Order Establishing a New Speed Limit for Cutler Road	Motion
7:22 PM	B. Proposed Resolution 15-64 Ratifying the Purchase of a Tractor for the Parks and Cemetery Departments	Motion
7:24 PM	C. Proposed Resolution 15-65 Approving the Purchase of Electrical Poles for the Electric Department from Resco	Motion
7:26 PM	D. Proposed Resolution 15-66 Confirming the Mayor’s Appointment to City Boards and Commissions	Motion
	X. <u>Consent Agenda</u> –	
7:28 PM	A. Minutes & Synopsis from the Regular City Council Meeting held on August 3, 2015	
	B. Payment of Invoices in the Amount of \$170,637.45 and Payroll in the Amount of \$90,324.26 for a Total of \$260,961.71	
	C. Purchase Orders over \$5,000	
	1. Fleis & VandenBrink in the amount of \$42,540.59 for Cutler Road Engineering Services	
	2. Pleune Service Company in the amount of \$6,485.63 for Repairs To the Heating/Cooling System at City Hall Due to Tornado Damage	
	XI. <u>Communications</u> –	
	A. Board & Commission Application from Kathy Parsons	
	B. ZBA Minutes from December 8, 2015	
	C. Planning Commission Minutes from April 22, 2015	

**Estimated
Time**

**Action
Requested**

- D. DDA Minutes from July 9, 2015
- E. DDA Treasurer's Report from August 13, 2015
- F. Revenue-Expense Report for August 2015
- G. Police Department Report for July 2015
- H. Water Department Report for July 2015
- I. Wastewater Treatment Plant Report for July 2015
- J. Fire Department Report for July 2015
- K. Ionia County Board of Commissioners Report for August 11, 2015
- L. MPSC Notice of Hearing for Consumers Energy

7:30 PM

XII. Other Business - None

7:32 PM

XIII. City Manager Comments

7:37 PM

XIV. Council Comments

7:40 PM

XV. Adjournment

Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

Motion by _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-63

A RESOLUTION APPROVING A TRAFFIC CONTROL ORDER ESTABLISHING A NEW SPEED LIMIT FOR CUTLER ROAD

WHEREAS, Cutler Road, located between Grand River Avenue and Charlotte Highway has been an unimproved road for many years with a speed limit of 25 MPH; and

WHEREAS, subsequent to the recent completion of the Cutler Road Improvement Project, the Chief of Police, at the request of the City Manager, conducted a traffic study to determine a safe and reasonable speed limit; and

WHEREAS, the traffic study determined that 40 MPH is a safe and reasonable speed for Cutler Road and the Chief of Police and City Manager are recommending that City Council approve Traffic Control Order 15-01, attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Traffic Control Order 15-01, attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2015

Monique I. Miller, City Clerk

STATE OF MICHIGAN

Village/City

Incident Number

City of Portland

679-654-15



TRAFFIC CONTROL ORDER
ESTABLISHING SPEED LIMITS ON LOCAL HIGHWAYS

TRAFFIC CONTROL ORDER NUMBER 15-01

Pursuant to 1949 PA 300, as amended, we jointly requested an engineering and traffic investigation for Cutler Road located in the Village/City of Portland, in Ionia County.

After reviewing the investigation results we have determined a reasonable and safe speed limit under the existing conditions at the intersection or any other place or part of such highway hereafter described, and we hereby direct the local road authority to erect and maintain appropriate signs, to comply with the Michigan Manual of Uniform Traffic Control Devices, which give notice of the following:

A Speed Limit of forty (40) miles per hour on Cutler Road from East Grand River Avenue to Charlotte Highway.

Any Traffic Control Orders previously made with respect to the above are rescinded and superseded: None

This order becomes effective when signs giving notice of the above have been erected.

Engineer/Chief of Police

Village/City Officials

[Signature lines for Engineer/Chief of Police]

[Signature lines for Village/City Officials]

Date



PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-64

**A RESOLUTION RATIFYING THE PURCHASE OF A TRACTOR FOR THE
PARKS AND CEMETERY DEPARTMENTS**

WHEREAS, the City has owned and maintained a 1999 John Deere 4300 Tractor, used for multiple purposes, that has outlived its expected life and purpose.

WHEREAS, City Council approved the 2015-2016 Budget that included the purchase of a new tractor for the Parks and Cemetery Departments;

WHEREAS, the City received delivery of its replacement tractor which is a John Deere Utility Tractor and now seeks to ratify the purchase to Deere & Company for \$17,602.43, a copy of the invoice is attached as Exhibit A; and

WHEREAS, the City Manager requests that City Council ratify the aforementioned purchase.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves and ratifies the purchase to Deere & Company for a new tractor in the amount of \$17,602.43 for the Parks and Cemetery Departments.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2015

Monique I. Miller, City Clerk



JOHN DEERE

Invoice COPY

Remittance Address:

Deere & Company
Ag & Turf CBD & Government Sales
21748 Network Place
Chicago, IL 60673-1217
800-358-5010

Bill To: 2014354

CITY OF PORTLAND
259 KENT STREET
PORTLAND MI 48875

Ship To: 2014354

PORTLAND PARK & CEMETERY
259 KENT STREET
PORTLAND MI 48875

Information

Invoice Number 114759217
Invoice Date 07/24/2015
Invoice Due Date 08/24/2015
Payment Terms Net 30 Days
Purchase Order No. 15-567
Reference# 2443864
Sold To 2014354
Servicing Dealer 000S034166
JD FID No. 36-2382580

Invoice Details

Item	Material	Description	Qty/Wt	Unit Price	Amount
0010	1380LV	3039R Compact Utility Tractor (31 PTO hp) Contract Description:071B0200317 Serial Number: LV3039R110725	1 PC	25,667.00	25,667.00
0030	1520	eHydro Contract Description:071B0200317	1 PC	1,313.00	1,313.00
0070	5223	41x14-20 (4PR, R3 Turf, 2 Position) Contract Description:071B0200317	1 PC	220.00	220.00
0080	6223	27x8.50-15 (6PR, R3 Turf, 2 Position) Contract Description:071B0200317	1 PC	65.00	65.00
0090	BLV10500	EH Third SCV (OOS Only)	1 PC	935.00	935.00
0100	BWA1190	Deluxe Hood Guard	1 PC	586.30	586.30
0110	ALLIED	Enviro Tire Ballast Contract Description:071B0200317	1 PC	675.00	675.00

Exhibit

A

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.



JOHN DEERE

Invoice

Remittance Address:

Deere & Company
Ag & Turf CBD & Government Sales
21748 Network Place
Chicago, IL 60673-1217
800-358-5010

Bill To: 2014354

CITY OF PORTLAND
259 KENT STREET
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Sold To 2014354
Servicing Dealer 000S034166
JD FID No. 36-2382580

Invoice Details

Item	Material	Description	Qty/Wt	Unit Price	Amount
0120	TRADE	To include tractor, loader, broom and ba Contract Description:071B0200317	1 PC		
				Items total.....	29,021.30
				Trade In	6,600.00-
				MSRP%Discount	4,818.87-
				Tax Amount.....	0.00
				TOTAL	17,602.43
					Pay This Amount

**When paying by check, please reference Invoice Number above.
Payment must be made to the remittance address listed above.**

**Payment should not be made to a dealership or any other remittance addr.
To pay by credit card, please contact us at 1-800-358-5010 option 1.**

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member by _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-65

**A RESOLUTION APPROVING THE PURCHASE OF ELECTRICAL POLES
FOR THE ELECTRIC DEPARTMENT FROM RESCO**

WHEREAS, the Electric Superintendent Mike Hyland has determined that the Electric Department is in need of nine (9) 40' class 3 poles; nine (9) 45' class 3 poles; and nine (9) 50' class 3 poles, for electrical work to be done outside the city limits; and

WHEREAS, the Electric Superintendent Mike Hyland sought bids and is requesting that City Council approve this purchase of (9) 40' class 3 poles; nine (9) 45' class 3 poles; and nine (9) 50' class 3 poles from Resco Inc. for the estimated amount of \$10,809.00, a copy of the quote is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of (9) 40' class 3 poles; nine (9) 45' class 3 poles; and nine (9) 50' class 3 poles from Resco Inc. for the estimated amount of \$10,809.00, a copy of the quote is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2015

Monique I. Miller, City Clerk



RESCO

Resco
 Steve Brietzman
 For: City of Portland

Date: 10-Aug-2015
 Reference: Email
 Bell Quote: 83818
 Fax: 608-831-7294
 Email:
 sbrietzman@resco1.com

Southern Yellow Pine Poles, produced in compliance with RUS Bulletin 1728F-700 for timber quality, dimensions, and pressure treated with Pentachlorophenol and oil and framed per RUS drawing W1.1G (M20). WQC inspection charges are included.

<u>Quantity</u>	<u>Species</u>	<u>Class/Length</u>	<u>Price Each</u>
9	SYP	3/40	\$330.00
9	SYP	3/45	\$405.00
9	SYP	3/50	\$466.00

2970
 3695
 4194

 10,809

FOB: STORAGE DECK - Portland, MI
 Total Quantity: 27

Shipment: Commencing 1 week after receipt of order via self-unloading truck.

Terms: Net 30 Days

Freight is subject to fuel surcharge increases as they may occur.

Prices may be considered firm through completion of shipment.

This quotation is valid for acceptance through August 16, 2015.

Stock is subject to availability at the time of the order placement.

Thank you for the opportunity to quote on your wood pole requirements. We look forward to being of service.

This quote does not include any sales, use or other tax that may apply to the customer. Customer will provide specific sales, use or other tax documentation, including tax resale or exemption certificates for all shipment destinations. In the absence of receiving resale or exemption certificates from the customer, Bell Lumber & Pole Company will charge sale or use tax on invoices, when requires by law.

By accepting this quote and ordering the products described above, Customer agrees to the following: Bell Lumber & Pole Company ("Bell") makes no warranties, express or implied, relating to the poles including, without limitation, warranties of merchantability or fitness for a particular purpose. Customer hereby grants Bell a purchase money security interest in the poles sold hereunder, together with all products and proceeds thereof, and authorizes Bell to file financing statements with respect thereto. The terms and conditions set forth herein contain the entire agreement between Customer and Bell with respect to the subject matter hereof, supersede all other written and oral communications, and may not be modified or waived except in writing. This agreement shall be deemed to have been made in the State of Minnesota, shall be governed by Minnesota law, and the parties agree to jurisdiction and venue in any federal or state court located in Hennepin County, Minnesota, with respect to any dispute hereunder. Bell is not liable to Customer for any incidental, consequential, special or punitive damages relating to the poles and this agreement shall in no event exceed the price paid by Customer to Bell hereunder. Any payment not made when due shall accrue a late charge of one and one-half percent (1.5%) per month or, if lower, the maximum rate permitted by law. Customer shall reimburse Bell for any expenses, including reasonable attorneys' fees incurred by Bell in enforcing its rights hereunder.



PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-66

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT
TO CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Tree Management Commission

-Doug Logel Sr. to a term expiring June 30, 2018

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointments as set forth above.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2015

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 3, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Clement, and Baldyga; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Interim DDA/Main Street Director Perry; Eric Proctor

Guests: Kathy Parsons; Jeff Sandborn; 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 Jeff Sandborn.

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

Yeas: Fitzsimmons, VanSlambrouck, Clement, Baldyga, Barnes

Nays: None

Adopted

Under Public Comment, Mr. Sandborn stated what a great experience it was to be a part of the very successful “Beer on the Bridge” event held on Saturday, August 1, 2015.

Under the City Manager Report, City Manager Gorman reported the “Beer on the Bridge” event was very well attended. He further thanked everyone involved in making it a success. The Friends of the Red Mill saw the beginning of construction of the timber frame pavilion and the Relay for Life was held on August 1 and 2, 2015.

ADM Alliance Nutrition has completed demolition of the silos on the corner of Divine Hwy. and Grand River Ave. which began on July 13, 2015. City Manager Gorman thanked them for their efforts to complete this project in a timely fashion. He further thanked all area residents for their patience.

City Manager Gorman stated he met with representatives from McDonalds Corporation to review a preliminary site plan for a new building on the corner of Grand River Ave. and Bridge St. Variances will be required for this project.

Goodwill is planning to move forward with reconstruction after their building was destroyed by the tornado on June 22, 2015. They still require approval from their Board of Directors.

Construction of the Portland Assisted Living & Memory Center at the former Portland Federal Credit Union continues. They are also completing licensing requirements. Their target date to open is mid to late September.

Rebuilding since the tornado on June 22, 2015 is underway. In roughly the same time period as last year approximately 30 building permits have been issued compared to 8 last year. City Manager Gorman thanked City Staff and the building inspectors for their diligence in the process.

Mayor Barnes thanked City Manager Gorman for his efforts and his transparency.

Under New Business, the Council considered Resolution 15-56 to approve Pay Request No. 5 to the Michigan Department of Transportation (MDOT) in the amount of \$52,313.90 for work performed on the Cutler Road Project. The City Engineer on the project has reviewed this pay request and recommends its approval.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 15-56 approving Pay Request No. 5 to the Michigan Department of Transportation for work performed on the Cutler Road Project.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-57 to approve a proposal from Utilities Instrumentation Service to upgrade the Supervisory Control & Data Acquisition (SCADA) system for the City's Water Department from its current system which is 14 years old. The SCADA system is used for monitoring gauges and controls at each water tower and well house. Due to the age of the current system it is no longer supported by software. The DPW Foreman and Water Technician recommend the approval of the proposal in the amount of \$15,225.00 which is accounted for in the current budget.

Motion by Clement, supported by Baldyga, to approve Resolution 15-57 approving a proposal from Utilities Instrumentation Service to upgrade the SCADA system for the City's Water Department.

Yeas: Clement, Baldyga, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 15-58 to approve the Michigan Public Power Agency's (MPPA) recommendation for the City's Board of Light and Power to join the GridLiance Service Committee to explore opportunities to reduce our transmission costs and improve reliability through the transmission system. At its regularly scheduled meeting on July 28, 2015, the Board of Light and Power passed a recommendation to City Council to join the committee.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 15-58 to approve the Michigan Public Power Agency's recommendation for the City's Board of Light and Power to join the GridLiance Service Committee.

Yeas: Fitzsimmons, VanSlambrouck, Clement, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 15-59 to approve the Board of Light and Power's recommendation to have GRP Engineering, Inc. complete a System Coordination Study, at a cost of \$19,000.00, in order to evaluate the electrical distribution system to maximize efficiency and to proactively reduce transmission costs and improve the reliability of the transmission system.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 15-59 to approve the Board of Light and Power's recommendation to have GRP Engineering, Inc. complete a System Coordination Study.

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

The Council considered Resolution 15-60 to approve the Board of Light and Power's recommendation to purchase electrical conduit at an estimated cost of \$11,400.00 from Municipal Supply Co. for residential service and undergrounding work to be performed.

Motion by Fitzsimmons, supported by Clement, to approve Resolution 15-60 approving the Board of Light and Power's recommendation to purchase electrical conduit from Municipal Supply Co.

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

The Council approved Resolution 15-61 to approve the Board of Light and Power's recommendation, made at its meeting on July 28, 2015, to approve an energy purchase through the Michigan Public Power Agency to meet a portion of its future load requirements for the 2019 calendar year by purchasing energy not to exceed \$460,920.00.

Motion by Clement, supported by Baldyga, to approve Resolution 15-61 approving the Board of Light and Power's recommendation to approve an energy purchase through the Michigan Public Power Agency.

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

The Council considered Resolution 15-62 to confirm the Mayor's appointment of Charlsie Abel to the Tree Management Commission.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 15-62 confirming the Mayor's appointment to City Boards and Commissions.

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

Motion by Fitzsimmons, supported by Clement, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on July 20, 2015, payment of invoices in the amount of \$212,937.95 and payroll in the amount of \$144,639.26 for a total of \$357,577.21. Purchase orders to Fleis & VandenBrink in the amount of \$11,832.46 for Kent Street engineering services, Strain Electric Co. in the amount of \$5,292.60 for traffic signal repairs as a result of tornado damage, to Tri-County Electric Cooperative in the amount of \$6,445.65 for mutual aid assistance after the tornado, and to Pleune Service Company in the amount of \$12,844.00 for replacement of the 7.5 ton Trane Condenser at City Hall as a result of tornado damage were included.

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

Under City Manager Comments, City Manager Gorman noted upcoming community activities. The "Portland Strong" Benefit concert will be held on Saturday, August 9, 2015 at the Portland High School

football field at 2:30 P.M. Wine the Walk will be held on Saturday, August 15, 2015 on the Boardwalk from 4:00 to 11:00 P.M. and will feature Michigan wines and ciders. The Chamber of Commerce will hold an outdoor movie night on Saturday, September 12, 2015 at Powers Park at dusk.

City Manager Gorman also stated that the City's insurance does not cover the replacement of City trees lost during the tornado on June 22, 2015. The City has created a Portland Tornado ReLeaf campaign for individuals to make donations for replacement of City right-of-way trees.

Under Council Comments, Mayor Barnes stated that the Beerfest on the Bridge, sponsored by the Main Street Organization & Finance Committee, was a very successful event with over 350 paying attendees. He further stated that Eric Proctor and Shelly Perry were instrumental in its success. He gave special thanks to Tim Perry for all of the extra work he has done.

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

Yeas: Fitzsimmons, Clement, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Meeting adjourned at 7:29 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the August 3, 2015 City Council Meeting

The City Council meeting was called to order by Mayor Barnes at 7:00 P.M.

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Clement, and Baldyga; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Interim DDA/Main Street Director Perry; Eric Proctor

Approval of Resolution 15-56 approving Pay Request No. 5 to the Michigan Department of Transportation for work performed on the Cutler Road Project.

All in favor. Approved.

Approval of Resolution 15-57 approving a proposal from Utilities Instrumentation Service to upgrade the SCADA system for the City's Water Department.

All in favor. Approved.

Approval of Resolution 15-58 to approve the Michigan Public Power Agency's recommendation for the City's Board of Light and Power to join the GridLiance Service Committee.

All in favor. Approved.

Approval of Resolution 15-59 to approve the Board of Light and Power's recommendation to have GRP Engineering, Inc. complete a System Coordination Study.

All in favor. Approved.

Approval of Resolution 15-60 approving the Board of Light and Power's recommendation to purchase electrical conduit from Municipal Supply Co.

All in favor. Approved.

Approval of Resolution 15-61 approving the Board of Light and Power's recommendation to approve an energy purchase through the Michigan Public Power Agency.

All in favor. Approved.

Approval of Resolution 15-62 confirming the Mayor's appointment to City Boards and Commissions.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 7:29 P.M.

All in favor. Approved.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.

Monique I. Miller, City Clerk

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ABRAHAM & GAFFNEY, P.C.	00002	CONSULTING SERVICES - GENERAL	645.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	164.00
B&W AUTO SUPPLY, INC.	00030	PARTS - CEMETERY, PARKS, MTR POOL	102.04
BIO-CARE, INC.	00053	FIT TEST AND TB SCREENING - WASTE WATER	285.00
CHROUCH COMMUNICATION, INC.	00082	MAINTENANCE CONTRACTS - ELECTRIC	78.00
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	815.42
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	19.50
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	3.35
COOK BROS EXCAVATING	00101	HOURS OF TRACTOR, BACKHOE, & HO-PAC - LOC STS	250.00
COOK BROS EXCAVATING	00101	HOURS OF TRACTOR, BACKHOE, HO-PAC - MAJ STS	500.00
DAVID L. KEILEN	00107	BATHROOM ELECTRIC REPAIR - PARKS	160.00
GRAINGER, INC.	00172	GEAR OIL - WASTE WATER	216.50
GRAINGER, INC.	00172	REALY - WASTE WATER	30.43
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICES - CEMETERY, PARKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEMETERY, PARKS, MOTOR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE - CEMETERY, PARKS, MOTOR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,435.07
GRANGER CONTAINER SERVICE	00175	RECYCLING FOR MAY & JUNE - REFUSE	1,844.55
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - WASTE WATER	152.58
KEUSCH SUPER SERVICE	00228	GATOR TIRE REPAIR - CEMETERY	34.95
KEUSCH SUPER SERVICE	00228	REPAIRS MADE TO AMBULANCE - MTR POOL	1,108.25
KEUSCH SUPER SERVICE	00228	TIRE DISPOSAL - MTR POOL	6.00
KEUSCH SUPER SERVICE	00228	REPAIR & REPLACE TIRE - CEMETERY	94.99
KEUSCH SUPER SERVICE	00228	OIL CHANGE - MTR POOL	32.35
KEUSCH SUPER SERVICE	00228	OIL CHANGE - MTR POOL	32.35
GREGORY LEFKE	00241	LABOR & MATERIAL FOR SIDEWALK & CURB REPLACEMENT	8,212.00
LYONS TOWNSHIP	00247	REIMB FOR AMB RUN - AMBULANCE	25.00
MENARDS	00260	BOARDS FOR DAM - ELECTRIC	1,063.16

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MICHIGAN ELECTION RESOURCES	00278	WRITE IN FORMS - ELECTIONS	18.63
MI MUNICIPAL LIAB & PROP POOL	00288	POOL RENEWAL PREMIUM - VARIOUS DEPTS	79,321.00
MI MUNICIPAL TREASURERS ASSN	00290	ANNUAL MMTA FALL CONFERENCE - GENERAL	350.00
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	11,674.00
MUNICIPAL SUPPLY CO.	00324	CORRUGATED METAL PIPE - ELECTRIC	119.00
MUNICIPAL SUPPLY CO.	00324	BALL SHUTOFF WITH GRIP HANDLE - WATER	295.00
NORTH GRAND RIVER COOP, INC.	00335	LINENS FOR AMBULANCE - AMBULANCE	145.35
POWER LINE SUPPLY COMPANY	00389	CROSSARMS - ELECTRIC	462.00
POWER LINE SUPPLY COMPANY	00389	SAFETY BLETS - ELECTRIC	2,210.64
RESCO	00392	CONNECTORS - ELECTRIC	925.41
RESCO	00392	ARRESTER - ELECTRIC	265.95
RESCO	00392	FUSE BAYONET DUEL SENSING - ELECTRIC	174.00
S&K TROPHIES AND PLAQUES	00401	MEDALS & RIBBONS FOR RACE - RECREATION	97.00
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	506.43
UNITED STATES POSTAL SERVICE	00463	POSTAGE- ELC, WTR, WASTEWATER,GENERAL	959.89
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	CELL PHONE SERVICE - CEM, PARKS, CODE, AMB, ELE	343.76
WILLOW WOOD GOLF COURSE	00681	GOLF CAMP INSTRUCTION - RECREATION	468.00
PLEUNE SERVICE COMPANY INC.	00741	RESET CONDENSOR UNITS ON CITY HALL ROOF W/ CRAN	6,485.63
SPRINT	00859	PHONE SERVICE - POLICE	118.61
TRAVIS SCHRAUBEN	01076	OFFICIALS - REC	40.00
PETE HOFFMEYER	01077	OFFICIALS - REC	25.00
MWEA OFFICE	01347	ANNUAL MEMBERSHIP DUES - WASTE WTR	65.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	209.64
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	45.40
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	84.24
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	150.15
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	41.41
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	498.71

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CENTURYLINK	01567	PHONE SERVICE - VARIOUS DEPTS	16.91
PHYSIO-CONTROL INC.	01743	MULITITECH PART REPLACEMENT - AMBULANCE	172.00
TASER INTERNATIONAL INC	01750	TASER W/ EQUIP & ACCESS - POLICE	4,497.34
MHR BILLING	01780	AMBULANCE BILL SERVICE FOR JULY - AMBULANCE	1,116.00
ERIK LITTS	01797	COMPUTER PURCHASE - COMM PROMO	1,801.99
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM MANAGEMENT FERC MONITORING - ELECT	2,940.00
USA BLUEBOOK	01850	CHART PAPER - WASTE WATER	147.58
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	36.81
FAMILY FARM & HOME	01972	SUPPLIES-PARKS	24.35
FAMILY FARM & HOME	01972	SUPPLIES - CEMETERY	64.70
FAMILY FARM & HOME	01972	SUPPLIES - CEMETERY	26.97
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP - WATER	140.00
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICES - ELECTRIC	32.97
WEX BANK	02181	DIESEL AND GAS - ELECTRIC, MTR POOL	3,784.98
BAILEY VAN HOUTEN	02197	SCOREKEEPERS - REC	13.00
TOP QUALITY GLOVES	02227	GLOVES FOR EMS - AMBULANCE	163.50
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	417.31
SEBEWA SAND & GRAVEL LLC	02283	TOP SOIL - MAJ STS	210.00
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL AT CEMETERY- CEMETERY, PARKS	440.22
FOSTER BLUE WATER OIL, LLC	02301	GAS AT CEMETERY - PARKS, CEMETERY	498.58
DEERE & COMPANY	02316	JOHN DEERE 3039 UTILITY TRACTOR - PARKS & CEMET	17,602.43
MICHIGAN.COM	02336	LEGAL NOTICES - GEN, CODE	231.10
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	380.00
RYAN FEDEWA	02360	OFFICIALS - REC	25.00
APPLIED CONCEPTS INC.	02382	STALKER RADAR UNIT - POLICE	1,995.00
ECPH	02383	SUPPLIES - WASTE WTR	395.98
ENVIRONMENTAL SALES INC	02384	VOGELSANGE PARTS KIT - WASTE WATER	1,052.50
CHRIS ROOF	02385	SOCCER INSTRUCTION - RECREATION	427.50
CHRIS ROOF	02385	REIMB FOR SOCCER BALLS - REC	190.00

**BI-WEEKLY
WAGE REPORT
August 17, 2015**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,309.13	34,873.05	1,024.29	12,465.33	9,333.42	47,338.38
ASSESSOR	1,273.92	5,070.72	97.45	1,742.65	1,371.37	6,813.37
CEMETERY	4,241.27	17,881.02	323.07	5,619.24	4,564.34	23,500.26
POLICE	16,872.69	58,538.05	1,437.82	18,355.57	18,310.51	76,893.62
CODE ENFORCEMENT	592.74	2,358.28	45.34	835.77	638.08	3,194.05
PARKS	2,751.37	13,541.59	209.34	3,313.98	2,960.71	16,855.57
INCOME TAX	2,444.37	7,214.23	178.83	3,927.35	2,623.20	11,141.58
MAJOR STREETS	2,287.45	15,799.85	168.91	9,538.53	2,456.36	25,338.38
LOCAL STREETS	2,759.19	12,491.79	200.16	6,923.86	2,959.35	19,415.65
RECREATION	1,830.15	7,629.17	135.32	3,740.83	1,965.47	11,370.00
AMBULANCE	9,366.23	41,894.34	891.30	11,131.93	10,257.53	53,026.27
ELECTRIC	16,110.34	66,934.02	1,202.33	34,949.65	17,312.67	101,883.67
WASTEWATER	9,044.40	36,348.42	674.20	17,945.68	9,718.60	54,294.10
WATER	4,445.68	17,592.86	445.03	7,520.94	4,890.71	25,113.80
MOTOR POOL	894.08	3,237.21	67.86	1,095.10	961.94	4,332.31
TOTALS:	83,223.01	341,404.60	7,101.25	139,106.41	90,324.26	480,511.01

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 8/12/15
MEETING DATE 8/17/15

Fund	Description	Beginning Balance 7/29/15	Total Cash in	Total Cash out	Cash Balance 8/12/15	Time Certificates	Ending Balance 8/12/15
101	GENERAL FUND	553,293.54	223,456.87	(174,473.48)	602,276.93	235,000.00	837,276.93
105	INCOME TAX FUND	53,709.77	68,397.21	(73,842.77)	48,264.21	10,000.00	58,264.21
150	CEMETERY PERPETUAL CARE FUND	32,992.20	300.00	-	33,292.20		33,292.20
202	MAJOR STREETS FUND	57,724.25	5,181.11	(21,518.35)	41,387.01		41,387.01
203	LOCAL STREETS FUND	225,132.88	13,463.54	(83,434.16)	155,162.26		155,162.26
208	RECREATION FUND	32,932.23	7,287.01	(14,900.14)	25,319.10		25,319.10
210	AMBULANCE FUND	167,683.12	33,638.94	(33,075.26)	168,246.80		168,246.80
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	28,173.84	13,722.04	(3,133.33)	38,762.55		38,762.55
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	169,624.61	-	-	169,624.61		169,624.61
520	REFUSE SERVICE FUND	26,386.83	2,279.45	(148.07)	28,518.21		28,518.21
582	ELECTRIC FUND	114,153.45	120,741.41	(133,859.49)	101,035.37	530,000.00	631,035.37
590	WASTEWATER FUND	(56,682.45)	37,709.14	(56,743.08)	(75,716.39)		(75,716.39)
591	WATER FUND	219,128.99	24,949.44	(76,071.10)	168,007.33	400,000.00	568,007.33
661	MOTOR POOL FUND	(27,852.39)	2,826.00	(9,968.74)	(34,995.13)		(34,995.13)
703	CURRENT TAX FUND	147,259.25	200,919.03	(240,168.33)	108,009.95		108,009.95
	TOTAL - ALL FUNDS	1,747,022.37	754,871.19	(921,336.30)	1,580,557.26	1,175,000.00	2,755,557.26
						ELECTRIC-RESTRICTED CASH	400,000.00
						CUSTOMER DEPOSIT CD	170,000.00
						PERPETUAL CARE CD	130,000.00
						INCOME TAX SAVINGS	951,692.00
						ELECTRIC-PRIN & INT ESCROW	156,009.11
						WASTEWATER DEBT ESCROW	181,686.71
						WASTEWATER REPAIR ESCROW	47,048.50
						DDA-PRIN & INT ESCROW	143,225.70
							4,935,219.28

*Customer Deposit Breakdown

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>

	400,000.00	400,000.00
	170,000.00	170,000.00 *
	130,000.00	130,000.00
	951,692.00	951,692.00
	156,009.11	156,009.11
	181,686.71	181,686.71
	47,048.50	47,048.50
	143,225.70	143,225.70
		<u>4,935,219.28</u>

PURCHASE ORDER

CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Fleis & Vandenbrink

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
------	---------------	----------	--------	-------	--------------------

7/24/15					15-
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
----------	-------------	-------	--------

	203-452-803.012 89.5%		38,073.80
	590-441-803.012 6.2%		2,437.50
	591-441-803.012 4.3%		1,829.25
	Cutler Rd Eng. 5/2 - 6/26		42,840.59

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

 AUTHORIZED SIGNATURE

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



Invoice

S Tutt Gorman
 City Manager
 City of Portland
 259 Kent Street
 Portland, MI 48875-1495

July 15, 2015
 Project No: 804360
 Invoice No: 40749

Project 804360 City of Portland - Cutler Road Reconstruction

For professional services rendered for the period May 02, 2015 to June 26, 2015

Basic Services

	Hours		Billing
Total	87.50		11,006.00
Reimbursable Expenses			
Expenses			959.34
Total			959.34
Total Basic Services			\$11,765.34

Additional Services

Response to Contractor Claims (45.75 hrs)		Labor	4,821.75
		Expenses	<u>415.75</u>
			5,237.75
Restaking (8.5 hrs)		Labor	857.00
		Expenses	<u>221.96</u>
			1,078.96
Additional On-site Observation (120.5 hrs)		Labor	13,743.76
		Expenses	<u>1,200.43</u>
			14,944.19
Additional Contract Administration (50.5 hrs)		Labor	5,517.00
			5,517.00
Additional Off-site Testing		Sub-consultant	
		Expenses	2,039.60
		Expenses	<u>1,958.00</u>
			3,997.60
Total Additional Services			30,775.25
Total this Invoice			\$42,540.59

Thank you for your business, it is sincerely appreciated.
 If there are any questions regarding this invoice or the services provided, please contact us.
 Terms: Net 15 days

PURCHASE ORDER

CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Pleune

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
					15-782	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	Reset Condensor units on City Hall Roof w/ crane -					
	101.201.998000 General Storm				\$6,485.63	

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

 AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES



750 Himes St SE
 Grand Rapids MI 49548
 www.pleuneservice.com

Sold To:

PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI
 48875
 Att: TUTT GORMAN

Job Location:

PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI 48875
 517-647-2931

INVOICE

Invoice Number: W91426
 Invoice Date: Jul 30/15
 Terms: NET 30
 Customer Code: 8069
 Reference:
 Customer Order: QUOTE
 Work Order #: 0098453
 Work Order Type: QUOTE APPROV
 Job Location: PORTLAND CITY HALL
 Called By: TUTT GORMAN
 Starting Date: Jun 24/15
 Ending Date: Jul 24/15
 Tax Exemption#: 386007243

Description	Qty	Price	Total
-------------	-----	-------	-------

Work Performed

quote to reset condenor units using a crane, condensers need to be reset on bases that they were on originally. Piping will have to be cut in order to reset units to bases. Recovery may need to occure to remove any remaining refrigerant from systems. Units then need to be repressurized to ensure that a stick didn't damage coils on the side that is not visible today. If no leaks are found the following day, units will need to repiped from units through roof. If coils are bad and unrepairable then a different quote will be created to change coils. The roof damage from units will have to be repaired by a different contractor. The roof top serving the upper level needs to have the filter door replaced because it blew away during storm. This should be completed first because rain could enter unit at this time with door missing. Then next day after repiping is done on other units because units were still trying to function upon inspection tuesday, a long evacuation needs to be completed. Refrigerant dryers will have to be replaced and the refrigerant will have to be replaced or reinstalled if recovered. Then units will have to be tested to see if there are other problems that will be requoted at

*** CONTINUED ***



750 Himes St SE
 Grand Rapids MI 49548
 www.pleuneservice.com

Sold To:

PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI
 48875
 Att: TUTT GORMAN

Job Location:

PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI 48875
 517-647-2931

INVOICE

Invoice Number: W91426
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 Tax Exemption#: 386007243

Description	Qty	Price	Total
-------------	-----	-------	-------

*** C O N T I N U E D ***

that time. per quoted price \$15,659.08
 TRANE UNIT AS IT IS BEING REPLACED****
 SEE ATTACHED WORK ORDER

Materials

METAL AND RUBBER ROOF FLASHING	2.00	188.93 E	377.86
1 5/8 REFRIGERANT PIPE INSULAT	12.00	1.86 E	22.32
7/8 PIPE INSULATION PER FT	12.00	2.34 E	28.08
REFRIGERANT PER POUND	30.00	35.40 E	1,062.00
1 5/8 COPPER 90	3.00	25.18 E	75.54
1 5/8 COP COUPLING	3.00	12.93 E	38.79
FILTER ACCESS PANEL	1.00	329.08 E	329.08
1/2 COPPER HARD PIPE PER FT	10.00	4.62 E	46.20
5/8 COPPER HARD PIPE PER FT	10.00	5.64 E	56.40
1/2 BALL VLV	1.00	87.10 E	87.10
7/8 BALL VLV	1.00	114.31 E	114.31
1 1/8 BALL VLV	1.00	170.86 E	170.86
MISC COPPER FITTINGS	1.00	221.79 E	221.79
FILTER DRIER	1.00	73.44 E	73.44
MISC WASHERS AND BOLTS	1.00	4.89 E	4.89
MISC HANGERS AND STRUT	1.00	61.97 E	61.97

Total Materials

2,770.63

*** C O N T I N U E D ***



750 Himes St SE
 Grand Rapids MI 49548
 www.pleuneservice.com

INVOICE

Sold To:
 PORTLAND CITY HALL
 259 KENT ST
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 Att: TUTT GORMAN

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Starting Date: Jun 24/15
Ending Date: Jul 24/15
Tax Exemption#: 386007243

Job Location:
 PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI 48875
 517-647-2931

Description	Qty	Price	Total
*** CONTINUED ***			
WILKE, ROSS	8.00 Hrs	91.00	728.00
WILKE, ROSS	1.00 Hrs	91.00	91.00
MONROE, SHANNON	3.00 Hrs	91.00	273.00
WILKE, ROSS	8.00 Hrs	91.00	728.00
WILKE, ROSS	5.00 Hrs	91.00	455.00
Total Labor			2,275.00
Trip Charge - HVAC			40.00
CRANE RENTAL	1.00	1,400.00	1,400.00
Subtotal			6,485.63
- CONDITIONS -			
***QUOTE NTE \$15,659.08, REPAIRS ARE TO EXCLUDE 7.5 TON			
Total Invoice			6,485.63

From: noreply@civicplus.com
Sent: Wednesday, August 05, 2015 3:31 PM
To: cityclerk@portland-michigan.org
Subject: Online Form Submittal: Board & Commission Application

Board & Commission Application

Name	Kathy Parsons
Date	8/5/2015
Address	310 Kent St Portland MI 48875
Phone	517-647-4177
Email	kparsons@griderportland.com
Employer	Owner, Grider-Portland Agency
Employer Phone	517-647-4177
How long have you lived in the City of Portland?	Since March, 2001
Please mark your choice(s).	Zoning Board of Appeals
If more than one please list them in order.	<i>Field not completed.</i>
Please tell us your qualifications.	As a former City Council and Chamber member, a downtown resident, business- and property-owner, and former long-time Main Street Design Chair, I have seen zoning issues, and their practical impacts, from several different perspectives. I believe these perspectives help to balance the integrity of the Zoning Ordinance with the growth and viability of a healthy and forward-progressing community.
Are you a high school graduate?	Yes
Are you a college graduate?	No
List name of the college or university you attended	<i>Field not completed.</i>

and the level of degree earned.

List your professional and work experience. 1975-1978 - Police Dispatcher, City of Mason 1978-1979 - Commercial Insurance Rater, Auto Owners Insurance, Lansing 1979-2001 - Insurance Agent & Office Manager, A. A. Smith Insurance Agency, Lansing 2001-Present - Owner, Grider-Portland Insurance Agency

List your community activities, interests and service. I have served on the Portland City Council 4 years, the Portland Main Street program since its inception until 2014, currently VIPS Program volunteer with the Portland Police Department 10 years, Past President of the Irish-American Club of Mid-Michigan, Past President of the Portland Area Chamber of Commerce, and am currently Board Member and Secretary of the Portland Area Fire Authority, since 2012.

References (optional) R. Bruce Smith, owner, A. A. Smith Insurance Agency, retired, 1515 Riley Ridge Dr, Lansing MI 48917, (517) 282-9638 Terry Frewen, Owner, Frewen Realty, 1240 E. Grand River Ave, Suite A, Portland, MI 48875 (517) 647-7511 Dan Schlattman, CPA, 344 S Jefferson St, Mason, MI 48854 (517) 604-0184 Mark Ackerson, 9020 Peake Rd, Portland, MI 48875 517-290-8376

File Attachment *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

**Minutes of the Zoning Board of Appeals
Of the City of Portland**

Held on Monday, December 8, 2014 at 7:00 P.M.
In Council Chambers at City Hall

Members Present: Graham, Miller, Barnes, Fedewa

Staff: City Manager Gorman, Zoning Administrator Frederick, City Clerk Miller

Guests: Steve & Kathy McCann; Emily McCann; Terry Gordon and Eric Miller of Garn
Restoration

City Clerk Miller called the meeting to order at 7:00 P.M.

City Clerk Miller opened the floor for nominations for the office of Chairman as former Chair
Frederick is now serving as Zoning Administrator for the City of Portland.

Motion by Miller, supported by Graham, to nominate Barnes as Chair.

There were no other nominations.

All in favor. Approved.

Chair Barnes opened the floor for nominations for the office of Vice Chair.

Motion by Miller, supported by Barnes, to nominate Graham as Vice Chair.

There were no other nominations.

All in favor. Approved.

The Pledge of Allegiance was recited.

Chair Barnes clarified that the Zoning Board of Appeals is actually a 5-person board but has one
vacant seat that the City Council is looking to fill.

Motion by Graham, supported by Miller, to approve the proposed agenda as presented.

Yeas: Graham, Miller, Fedewa, Barnes

Nays: None

Approved

Motion by Graham, supported by Miller, to approve the minutes of the April 14, 2014 meeting.

Yeas: Graham, Miller, Fedewa, Barnes

Nays: None

Approved

Chairman Barnes opened the Public Hearing at 7:06 P.M. to consider a variance request from the minimum front setback requirement for the R-2 District (Sec. 42-132, (b)) and standards for projections into yards (Sec. 42-301, (c)) for the building located at 716 Union St.

City Manager Gorman stated the house at 716 Union St. owned by Steve & Kathy McCann was destroyed by fire earlier this year after it was struck by lightning. This property is located on a corner, creating a unique circumstance. The City Zoning Ordinance Section 42-306 (c) (2) states, "If any nonconforming building or structure is damaged by fire, wind, or an act of God or the public enemy, it may not be rebuilt or restored unless in compliance with this chapter."

City Manager Gorman stated that all required postings and notices were made in accordance with the law, and letters to all properties within a 300-foot radius were mailed to the property owners. He further stated no negative comments have been received, but that a letter of support was received from St. Patrick's Church.

Zoning Administrator Frederick stated the McCanns are requesting two variances to restore the 2nd floor of their home destroyed by fire after it was hit by lightning and burned. The first request is for the distance from the house to the right-of-way requiring a variance of 11 ½' from Grand River Ave. and 9 feet from Union St. as the required distances of 13 1/2' from Grand River Ave. and 16' from Union St. will not be met. The second request is for the distance from the covered porch to the right-of-way requiring a variance of 15.3' from Grand River Ave. and 13' from Union St. as the required distances of 20' will not be met.

Zoning Administrator Frederick further noted that the 1st floor of the home is still standing and that the foundation of the home cannot be moved. Restoration of the 2nd floor is all that is required.

Chair Barnes went through the application for the requested variances and Mr. and Mrs. McCann responded with the rationale for the property.

Under requirement a., the McCanns stated existing position of the house, porch, and foundation does not comply with the setback requirements.

Under requirement b., the McCanns stated the home has been in this place for 140 years.

Under requirement c., the McCanns stated the variances would not be detrimental to the surrounding area. The home has been in this location for 140 years.

Under requirement d. the McCanns stated the variance would not impair the intent of the Ordinance as it has not for the past 140 years.

Under requirement e., the McCanns stated the variance is required as the necessary construction is a result of a fire caused by lightning strike.

City Manager Gorman suggested this Ordinance may be something the City would want to consider changing as currently written it is very aggressive in bringing buildings up to code.

City Manager Gorman thanked the McCanns and Garn Restoration for being so easy to work with.

Chair Barnes closed the Public Hearing at 7:29 P.M.

Under New Business, the Board considered the variance request from the minimum front setback requirements for the R-2 District (Sec. 42-132, (b)) and standards for projections into yards (Sec. 42-301, (c)) for the building located at 716 Union St.

Motion by Graham, supported by Miller, to approve the variance request for the minimum front setback requirement for a minimum setback of 11 ½' from Grand River Ave. and 9' from Union St. for the house at 716 Union St.

Yeas: Graham, Miller, Fedewa, Barnes

Nays: None

Approved

Motion by Graham, supported by Miller, to approve the variance request for the projection into the yard of 15.3' from Grand River Ave. and 13' from Union St. by the porch for the property at 716 Union St.

Yeas: Graham, Miller, Fedewa, Barnes

Nays: None

Approved

Under Member Comments, Member Fedewa commented that he has noticed at least 20 cars parked on the Keusch property at 425 Water St. He voiced his concern that this is becoming a junk yard in the City limits.

Chair Barnes noted that this is a code enforcement issue.

Zoning Administrator Frederick stated that he was up there in April and met with Adam Keusch about the fence. The fence contractor was out 3 times to level it as best as possible. The number of cars parked on the property had been reduced quite a bit at that time. It was decided there was not enough soil between the fences along the property for shrubs to be planted, so climbing vines were to be planted instead. Since that time he hasn't noticed on greenery growing on the fence. It is another issue if there are more cars now parked on the property.

City Manager Gorman stated the issue will be addressed and will be brought into compliance.

Member Fedewa asked if there is a limit to the number of cars that can be parked on the property.

Zoning Administrator Frederick stated there is no numerical limit, the property is zoned an industrial use so they are allowed to use the property for "automotive" uses.

There was further discussion of the issue.

Chair Barnes stated his honor in serving on the Zoning Board of Appeals, he further stated that he appreciates everyone taking time out of their schedules and be willing to say "no" if needed.

Motion by Miller, supported by Fedewa, to adjourn the meeting at 7:41 P.M.

Yeas: Miller, Fedewa, Graham, Barnes

Nays: None

Motion by Clement, supported by Fitzsimmons, to approve the site plan for the purpose of adding a storage area to the property at 118 East Grand River Ave. as presented.
All in favor. Approved.

**Minutes of the Downtown Development Authority Special Meeting
City of Portland**

Held on Thursday, July 9, 2015
In Council Chambers at City Hall

Members Present: Dumas, Barnes, Gorman, Antaya, Briggs, Blastic, Grimminck

Absent: Clement, Urie, VanSlambrouck

Staff: Interim DDA/Main Street Director Perry, City Clerk Miller

The meeting was called to order at 4:00 P.M.

Motion by Antaya, supported by Briggs, to approve the Agenda as presented.
All in favor. Adopted.

Motion by Blastic, supported by Grimminck, to approve the minutes of the Regular Meeting held on June 18, 2015 with grammatical corrections as suggested by Member Grimminck.
All in favor. Adopted.

Motion by Barnes, supported by Gorman to approve the Treasurer's Report with the addition to reimburse Interim Director Perry for payment of \$520 to Unity Security.
All in favor. Adopted.

Under New Business, the nomination and election of officers for the 2015-2016 Fiscal Year was held. Interim Director Perry stated that currently Dumas is the Chair, Antaya is the Vice Chair, and Blastic is the Secretary. The Treasurer was Smith but she did not submit an application for reappointment to the DDA.

There was discussion.

Motion by Briggs, supported by Gorman that the Board remain the same with the addition of Barnes as the Treasurer.
All in favor. Adopted.

Interim Director Perry presented a request to submit Special Event Liquor License applications for the August 1, 2015 "Beerfest on the Bridge" and the August 15, 2015 "Wine the Walk".

Motion by Dumas, supported by Barnes to approve the request to submit Special Event Liquor License applications for the August 1, 2015 "Beerfest on the Bridge" and the August 15, 2015 "Wine the Walk".
All in favor. Adopted.

Interim Director Perry presented a request for approval of beer expenses for the "Beerfest on the Bridge", up to \$4,000.00.

Motion by Antaya, supported by Blastic to approve the request approval of beer expenses for the “Beerfest on the Bridge”, up to \$4,000.00.

All in favor. Adopted.

Under the Director’s Report, Interim Director Perry stated that Debra Johnson, Design Specialist for the Michigan Main Street Center offered free sketches and design suggestions for both Fabiano’s River House Grill and Terry Piggott’s property at 226/228 Kent St.

Under Committee Reports, Interim Director Perry reported that the Promotions & Marketing Committee’s Portland Pay Day campaign is underway. The prize drawing will be held on Thursday, August 27, 2015 at the Thursdays on the Grand event.

The Wine the Walk event will be held on August 15, 2015.

The Design Committee has two ash towers for cigarette butts ordered to be placed in the downtown. The hanging flower baskets have been hung and an individual that needs to do community service has volunteered to water the baskets.

The Economic Revitalization Committee hosted a well-attended business networking session in conjunction with the Portland Area Chamber of Commerce June 18, 2015 at 6:30 P.M. at Fabiano’s River House Grill.

Chris Tyler has developed a questionnaire he will be distributing to downtown businesses to determine how the customer service update content can be utilized.

The Organization and Finance Committee published the July 2015 On the Street Newsletter that was mailed with the City utility bills.

The “Beerfest on the Bridge” will be held on August 1, 2015. There are currently 14 breweries committed to the event.

The Main Street Facebook page is up to 1,931 “likes”.

Motion by Briggs, supported by Barnes, to adjourn the meeting at 4:18 P.M.

All in favor. Adopted

Respectfully submitted,



Kory Blastic, Secretary



Date: August 13, 2015

REPORT OF FUNDS IN DDA AS OF: August 10, 2015

PRINCIPAL & INTEREST ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>7/3/2015</u>	\$ 174,004.61
WITHDRAWALS:	
Transfer to DDA checking account to cover charges	\$ (50,000.00)
INTEREST EARNED:	\$ 6.09
DEPOSITS:	
Transfer from Regular Account for Bond Principal and Interest Escrow	<u>\$ 19,215.00</u>
NEW BALANCE: <u>8/10/2015</u>	<u>\$ 143,225.70</u>

REGULAR ACCOUNT

PREVIOUS BALANCE: <u>7/3/2015</u>	\$ 48,665.88
INTEREST EARNED:	\$ 1.55
DEPOSITS:	
Beer Refund 2015 Block Party - West Side Beer	\$ 285.90
2015 Block Party Sponsorship	\$ 100.00
2015 Beerfest on the Bridge - T-shirts	\$ 380.00
2015 Beerfest on the Bridge - Glasses	\$ 40.00
2015 Beerfest on the Bridge - Water	\$ 10.00
2015 Beerfest on the Bridge - Admissions	\$ 8,318.00
Check # 1476 Voided	\$ 112.00
Check # 1467 Voided	\$ 1,480.00
2015 Wine the Walk Sponsorships	\$ 1,100.00

CHECKS WRITTEN:

Ck No.	Payee:	<u>AMOUNTS</u>
1479	PATRICIA PERRY - Reimbursement for Beerfest on the Bridge (American Rentals, Alliance Beverage, JY's Beer District, and Imperial Beverage)	\$ 4,742.20
1480	STATE OF MICHIGAN - Sales Tax Beerfest on the Bridge	\$ 852.84
1481	PATRICIA PERRY - Manager Salary Contractual Service	\$ 2,917.00
1482	HOMETOWN SPORTS, INC. - T-shirts for Beerfest on the Bridge	\$ 455.00
1483	MIKE JUDD - Supplies for Beerfest on the Bridge	\$ 18.38

"The City of Portland is an equal opportunity provider and employer."

1484	JIM BARNES - Reimbursement for Beerfest on the Bridge (Westside Beer Distribution)	\$ 584.00
1485	BEER CITY GLASS - Votive Glasses for Beerfest on the Bridge	\$ 791.00
1486	PRINTING ESSENTIALS - Posters for Beerfest on the Bridge	\$ 50.88
1487	PAUL STARR - Reimbursement for Beerfest on the Bridge (Facebook Ads, Ice, "I'm a Beerhound" Brochure, Wristbands)	\$ 675.02
1488	EAGLE MONK BREWING - Beer for Beerfest on the Bridge	\$ 290.00
1489	RCP - Banners for Beerfest on the Bridge	\$ 445.40
1490	PASCAL SECURITY SYSTEMS - Security for Beerfest on the Bridge	\$ 396.00
1491	ERIC PROCTOR - Reimbursement for T-shirts for Beerfest on the Bridge	\$ 732.59
1492	SLEEPWALKER SPIRITS AND ALE - Beer for Beerfest on the Bridge	\$ 308.00
1493	QUATERLINE MEDIA - Video Completion	\$ 1,000.00
1494	S&K TROPHIES AND PLAQUES - Block Party Trophies	\$ 66.00
1495	TIM PERRY - Reimbursement for supplies for Wine the Walk	\$ 221.30
1496	PAUL STARR - Planning and Organizing Beerfest on the Bridge	\$ 1,884.00
1497	CITY OF PORTLAND - Office Supplies, Telephone, and Postage	\$ 408.87
1498	ALLIANCE BEVERAGE - Beverages for Wine the Walk	<u>\$ 2,267.00</u>

TOTAL CHECKS \$ (19,105.48)

TRANSFER TO DDA PRINCIPAL AND INTERST \$ (19,215.00)

NEW BALANCE: 8/10/2015 \$ 22,172.85

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DB: Portland

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2015 (NORMAL (ABNORMAL))	MONTH 08/31/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	994,798.00	162,848.22	96,196.04	831,949.78	16.37
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,200.00	0.00	0.00	1,200.00	0.00
101-000-445.000	PENALTY & INTEREST	8,000.00	0.00	0.00	8,000.00	0.00
101-000-445.022	1994A SPEC ASSESS - INTEREST	0.00	0.00	0.00	0.00	0.00
101-000-447.000	TAX COLLECTION FEES	42,707.00	4,335.80	2,387.67	38,371.20	10.15
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	0.00	0.00	0.00	0.00
101-000-451.000	BUSINESS PERMITS	1,000.00	25.00	0.00	975.00	2.50
101-000-453.000	CABLE TV FEES	28,000.00	0.00	0.00	28,000.00	0.00
101-000-455.000	TRAILER FEES	1,500.00	60.00	30.00	1,440.00	4.00
101-000-476.000	NON-BUSINESS PERMITS	0.00	4,052.00	5,620.00	(4,052.00)	100.00
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	900.00	0.00	0.00	900.00	0.00
101-000-570.000	LIQUOR FEES	3,200.00	0.00	0.00	3,200.00	0.00
101-000-575.000	REVENUE SHARING-CONST SALES	307,811.00	0.00	0.00	307,811.00	0.00
101-000-576.000	REVENUE SHARING-STAT SALES	102,666.00	0.00	0.00	102,666.00	0.00
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
101-000-620.000	PBT TESTING FEES	5,000.00	385.00	0.00	4,615.00	7.70
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	1,000.00	135.00	0.00	865.00	13.50
101-000-624.000	MISCELLANEOUS FEES	0.00	7.30	0.00	(7.30)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	26,587.00	0.00	292,270.00	8.34
101-000-629.000	TOWNSHIP FIRE FEES	0.00	0.00	0.00	0.00	0.00
101-000-630.000	CEMETERY LOT SALES	3,500.00	550.00	550.00	2,950.00	15.71
101-000-633.000	CEMETERY CARE FEES	2,000.00	2,071.20	642.80	(71.20)	103.56
101-000-634.000	GRAVE OPENING FEES	10,000.00	1,200.00	0.00	8,800.00	12.00
101-000-656.000	DISTRICT COURT FINES	11,000.00	623.87	0.00	10,376.13	5.67
101-000-661.000	PARKING FINES	2,400.00	40.00	0.00	2,360.00	1.67
101-000-662.000	DRUG FORFEITURE MONEY	2,000.00	0.00	0.00	2,000.00	0.00
101-000-663.000	MISCELLANEOUS FINES	1,500.00	242.00	93.00	1,258.00	16.13
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	420.00	0.13	0.00	419.87	0.03
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	228.00	0.00	0.00	228.00	0.00
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	8,500.00	285.00	30.00	8,215.00	3.35
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.003	DONATIONS-DOG PARK	0.00	107.35	0.00	(107.35)	100.00
101-000-676.004	DONATION-RED MILL BUILDING	0.00	0.00	0.00	0.00	0.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	1.00	0.00	(1.00)	100.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	193.17	0.00	556.83	25.76
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	0.00	0.00	0.00	0.00
101-000-678.003	REIMBURSEMENTS-RAILROAD LEASES	0.00	0.00	0.00	0.00	0.00
101-000-678.004	REIMBURSEMENTS-PATROL	0.00	0.00	0.00	0.00	0.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	2,000.00	0.00	0.00	2,000.00	0.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	10,000.00	926.58	66.66	9,073.42	9.27
101-000-678.007	REIMBURSEMENTS-PAMA	0.00	1,252.80	1,252.80	(1,252.80)	100.00
101-000-678.008	REIMBURSEMENTS-RETIREE HEALTH	0.00	0.00	0.00	0.00	0.00
101-000-678.009	REIMBURSEMENTS-RETIREE LIFE	0.00	0.00	0.00	0.00	0.00
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
101-000-694.000	SALE OF LAND	0.00	0.00	0.00	0.00	0.00
101-000-697.000	EXTRAORDINARY INCOME	0.00	0.00	0.00	0.00	0.00

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PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
101-000-698.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-699.001	TRANSFER FROM VOL FIRE DEPT.	0.00	0.00	0.00	0.00	0.00
101-000-699.105	CONTRIBUTION FROM INCOME TAX	0.00	0.00	0.00	0.00	0.00
101-000-699.403	TRANSFER FROM DNR/MDOT GRANT	0.00	0.00	0.00	0.00	0.00
101-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU O	50,037.00	0.00	0.00	50,037.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	0.00	0.00	32,009.00	0.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		1,984,747.00	205,928.42	106,868.97	1,778,818.58	10.38
Expenditures						
100	COUNCIL	158,485.00	51.00	0.00	158,434.00	0.03
101	COMMUNITY PROMOTIONS	265,610.00	60,625.24	8,034.89	204,984.76	22.82
172	CITY MANAGER	129,385.00	15,189.48	10,602.97	114,195.52	11.74
191	ELECTIONS	6,910.00	42.63	6.00	6,867.37	0.62
201	GENERAL ADMINISTRATION	305,064.00	59,795.97	49,991.11	245,268.03	19.60
209	ASSESSING	55,261.00	5,848.33	3,549.75	49,412.67	10.58
265	CITY HALL	50,050.00	4,841.76	1,419.16	45,208.24	9.67
276	CEMETERY	170,634.00	33,339.39	14,473.64	137,294.61	19.54
301	POLICE	691,182.00	89,352.02	49,809.88	601,829.98	12.93
336	FIRE	0.00	0.00	0.00	0.00	0.00
371	CODE ENFORCEMENT	39,198.00	2,697.94	1,695.52	36,500.06	6.88
728	ECONOMIC DEVELOPMENT	3,000.00	707.14	0.00	2,292.86	23.57
751	PARKS	148,502.00	26,020.47	10,409.22	122,481.53	17.52
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,023,281.00	298,511.37	149,992.14	1,724,769.63	14.75
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,984,747.00	205,928.42	106,868.97	1,778,818.58	10.38
TOTAL EXPENDITURES		2,023,281.00	298,511.37	149,992.14	1,724,769.63	14.75
NET OF REVENUES & EXPENDITURES		(38,534.00)	(92,582.95)	(43,123.17)	54,048.95	240.26

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PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2015 (ABNORMAL)	MONTH 08/31/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	719,886.00	64,865.99	0.00	655,020.01	9.01
	TOTAL EXPENDITURES	1,235,422.00	13,908.06	6,362.84	1,221,513.94	1.13
	NET OF REVENUES & EXPENDITURES	(515,536.00)	50,957.93	(6,362.84)	(566,493.93)	9.88
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	2,500.00	300.00	300.00	2,200.00	12.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	2,500.00	300.00	300.00	2,200.00	12.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	1,106,035.00	8,778.59	281.67	1,097,256.41	0.79
	TOTAL EXPENDITURES	1,105,991.00	34,287.62	8,399.59	1,071,703.38	3.10
	NET OF REVENUES & EXPENDITURES	44.00	(25,509.03)	(8,117.92)	25,553.03	57,975.0
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	216,344.00	513,938.44	7,599.89	(297,594.44)	237.56
	TOTAL EXPENDITURES	224,867.00	195,073.97	8,949.80	29,793.03	86.75
	NET OF REVENUES & EXPENDITURES	(8,523.00)	318,864.47	(1,349.91)	(327,387.47)	3,741.22
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	148,250.00	20,173.90	2,149.65	128,076.10	13.61
	TOTAL EXPENDITURES	129,769.00	11,453.66	6,181.05	118,315.34	8.83
	NET OF REVENUES & EXPENDITURES	18,481.00	8,720.24	(4,031.40)	9,760.76	47.18
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	538,331.00	119,575.38	12,497.12	418,755.62	22.21
	TOTAL EXPENDITURES	534,888.00	61,004.50	26,041.01	473,883.50	11.41
	NET OF REVENUES & EXPENDITURES	3,443.00	58,570.88	(13,543.89)	(55,127.88)	1,701.16
Fund 245 - MSHDA LOFT FUND						
Fund 245 - MSHDA LOFT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	344,447.00	10,241.54	9,848.00	334,205.46	2.97
	TOTAL EXPENDITURES	369,907.00	26,073.53	15,239.08	343,833.47	7.05
	NET OF REVENUES & EXPENDITURES	(25,460.00)	(15,831.99)	(5,391.08)	(9,628.01)	62.18
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION						
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00

User: NIKKI

DB: Portland

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 405 - WELLHEAD IMPROVEMENT FUND						
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT						
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		106,088.00	323,150.39	0.00	(217,062.39)	304.61
NET OF REVENUES & EXPENDITURES		(106,088.00)	(323,150.39)	0.00	217,062.39	304.61
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		112,150.00	18,419.64	9,183.90	93,730.36	16.42
TOTAL EXPENDITURES		111,000.00	7,435.07	0.00	103,564.93	6.70
NET OF REVENUES & EXPENDITURES		1,150.00	10,984.57	9,183.90	(9,834.57)	955.18
Fund 528						
Fund 528:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
TOTAL REVENUES		3,851,182.00	591,605.93	296,908.11	3,259,576.07	15.36
TOTAL EXPENDITURES		4,282,313.00	343,297.95	82,857.08	3,939,015.05	8.02
NET OF REVENUES & EXPENDITURES		(431,131.00)	248,307.98	214,051.03	(679,438.98)	57.59
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		936,126.00	134,212.32	64,967.90	801,913.68	14.34
TOTAL EXPENDITURES		935,962.00	69,910.97	35,364.86	866,051.03	7.47
NET OF REVENUES & EXPENDITURES		164.00	64,301.35	29,603.04	(64,137.35)	39,208.1
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
TOTAL REVENUES		598,150.00	101,808.91	48,316.38	496,341.09	17.02
TOTAL EXPENDITURES		661,973.00	96,220.41	16,886.41	565,752.59	14.54
NET OF REVENUES & EXPENDITURES		(63,823.00)	5,588.50	31,429.97	(69,411.50)	8.76
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		413,793.00	22,211.90	0.00	391,581.10	5.37
TOTAL EXPENDITURES		413,356.00	64,824.29	19,157.07	348,531.71	15.68
NET OF REVENUES & EXPENDITURES		437.00	(42,612.39)	(19,157.07)	43,049.39	9,751.12
Fund 662 - INTERNAL SERVICE FUND						
Fund 662 - INTERNAL SERVICE FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

User: NIKKI

DB: Portland

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Fund 812 - SPECIAL ASSESSMENT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	TOTAL REVENUES - ALL FUNDS	8,987,194.00	1,606,132.54	452,052.62	7,381,061.46	17.87
	TOTAL EXPENDITURES - ALL FUNDS	10,111,536.00	1,246,640.42	225,438.79	8,864,895.58	12.33
	NET OF REVENUES & EXPENDITURES	(1,124,342.00)	359,492.12	226,613.83	(1,483,834.12)	31.97

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JULY 2015**

Calls for Service

Dispatched	109
Patrol Originated	10
Assist to PPD	3
Assist to Fire / EMS	5
Assist Other Depts	10

Traffic Stops

Total Stops	35
Traffic Citations	16
Verbal Warnings	56
Parking Citations	0

Arrests

Misdemeanor Arrests (# of persons)	5
Misdemeanor Charges	7
Juvenile Apprehensions	8
Felony Arrests (# of persons)	0
Felony Charges	0

Citizen Contacts

Business Contacts	82
Patrol Contacts	347

Noteworthy

On July 12th, 2015, Officer Venton, along with MSP, Ionia County Sheriffs Department, and Ionia Department of Public Safety responded to a 911 call reporting a multiple victim homicide and the imminent homicide of others within a private residence. Investigations revealed the call to be false and a likely case of "swatting" - a false emergency call structured to gain a strong, heavily armed police response in a short amount of time.

Assists to Other Police Agencies:

July 2, 2015, Assist MSP with traffic crash on E Grand River Ave near Peake Rd; there were no IOSH or MSP units available.

July 6, 2015, Assist MSP with suicidal / dangerous subject Sandborn Rd. / Charlotte Hwy.

July 12, 2015, Assist to IOSH / MSP at Kent St / Airport Rd for a report of a multiple homicide. Reported to be a case of "swatting".

July 15, Assist to MSP on I96 / Cutler Rd for a traffic crash.

July 19, 2015, Assist MSP with a traffic stop

July 21, 2015, Assist to MSP on I 96 near Kent St for additional security for a Brinks armored car.

July 27, 2015, Assist to IOSH on Divine Hwy / Marsalle Rd with clearing cattle from roadway.

July 28, 2015, Assist to MSP for a residential alarm on E Grand River Ave near the city limits.

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JULY 2015**

Chief Knobelsdorf			
<u>Total Calls Responded To:</u>	28	<u>Traffic Stops</u>	
Dispatched	23	Total Stops	4
Patrol Originated	2	Traffic Citations	1
Assist to PPD	1	Verbal Warnings	4
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	2		
		<u>Citizen Contacts</u>	
<u>Arrests</u>		Business Contacts	22
Misdemeanor Arrests	0	Patrol Contacts	60
(# of persons)			
Misdemeanor Charges	0		
Juvenile Apprehensions	0	<u>Minutes</u>	
Felony Arrests	0	Time Assigned	5635
(# of persons)	0	Preventative Patrol	1990
Felony Charges	0		

Sgt Ludwick - LTD			
<u>Total Calls Responded To:</u>	0	<u>Traffic Stops</u>	
Dispatched	0	Total Stops	0
Patrol Originated	0	Traffic Citations	0
Assist to PPD	0	Verbal Warnings	0
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	0		
		<u>Citizen Contacts</u>	
<u>Arrests</u>		Business Contacts	0
Misdemeanor Arrests	0	Patrol Contacts	0
(# of persons)			
Misdemeanor Charges	0		
Juvenile Apprehensions	0	<u>Minutes</u>	
Felony Arrests	0	Time Assigned	0
(# of persons)	0	Preventative Patrol	0
Felony Charges	0		

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JULY 2015**

Officer Teitsma			
<u>Total Calls Responded To:</u>		18	<u>Traffic Stops</u>
Dispatched		17	Total Stops
Patrol Originated		0	Traffic Citations
Assist to PPD		0	Verbal Warnings
Assist to Fire / EMS		0	Parking Citations
Assist Other Depts		1	
<u>Arrests</u>			<u>Citizen Contacts</u>
Misdemeanor Arrests		0	Business Contacts
(# of persons)			Patrol Contacts
Misdemeanor Charges		0	
Juvenile Apprehensions		0	<u>Minutes</u>
Felony Arrests		0	Time Assigned
(# of persons)			Preventative Patrol
Felony Charges		0	

Officer Thomas			
<u>Total Calls Responded To:</u>		28	<u>Traffic Stops</u>
Dispatched		25	Total Stops
Patrol Originated		0	Traffic Citations
Assist to PPD		2	Verbal Warnings
Assist to Fire / EMS		1	Parking Citations
Assist Other Depts		0	
<u>Arrests</u>			<u>Citizen Contacts</u>
Misdemeanor Arrests		0	Business Contacts
(# of persons)			Patrol Contacts
Misdemeanor Charges		0	
Juvenile Apprehensions		6	<u>Minutes</u>
Felony Arrests		0	Time Assigned
(# of persons)			Preventative Patrol
Felony Charges		0	

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JULY 2015**

Officer Groenhof			
<u>Total Calls Responded To:</u>	21	<u>Traffic Stops</u>	
Dispatched	11	Total Stops	27
Patrol Originated	7	Traffic Citations	10
Assist to PPD	0	Verbal Warnings	23
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	3		
<u>Arrests</u>		<u>Citizen Contacts</u>	
Misdemeanor Arrests (# of persons)	5	Business Contacts	17
Misdemeanor Charges	7	Patrol Contacts	83
Juvenile Apprehensions	2	<u>Minutes</u>	
Felony Arrests (# of persons)	0	Time Assigned	5235
Felony Charges	0	Preventative Patrol	4515

Officer Fandel			
<u>Total Calls Responded To:</u>	32	<u>Traffic Stops</u>	
Dispatched	26	Total Stops	25
Patrol Originated	0	Traffic Citations	5
Assist to PPD	0	Verbal Warnings	24
Assist to Fire / EMS	4	Parking Citations	0
Assist Other Depts	2		
<u>Arrests</u>		<u>Citizen Contacts</u>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	17
Misdemeanor Charges	0	Patrol Contacts	50
Juvenile Apprehensions	0	<u>Minutes</u>	
Felony Arrests (# of persons)	0	Time Assigned	4885
Felony Charges	0	Preventative Patrol	6995

PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JULY 2015

Officer Venton (part - time)

<u>Total Calls Responded To:</u>	10	<u>Traffic Stops</u>	
Dispatched	7	Total Stops	1
Patrol Originated	1	Traffic Citations	0
Assist to PPD	0	Verbal Warnings	1
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	2		
<u>Arrests</u>		<u>Citizen Contacts</u>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	1
Misdemeanor Charges	0	Patrol Contacts	28
Juvenile Apprehensions	0	<u>Minutes</u>	
Felony Arrests (# of persons)	0	Time Assigned	1555
Felony Charges	0	Preventative Patrol	1005

Officer Burkhardt (part - time / training)

<u>Total Calls Responded To:</u>	0	<u>Traffic Stops</u>	
Dispatched	0	Total Stops	0
Patrol Originated	0	Traffic Citations	0
Assist to PPD	0	Verbal Warnings	0
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	0		
<u>Arrests</u>		<u>Citizen Contacts</u>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	0
Misdemeanor Charges	0	Patrol Contacts	0
Juvenile Apprehensions	0	<u>Minutes</u>	
Felony Arrests (# of persons)	0	Time Assigned	0
Felony Charges	0	Preventative Patrol	0

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR JULY 2015

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of July 2015. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged **10.3 million gallons** for the month of July.

A one year extension to our contract with Synagro was agreed upon and approved. All signatures that are required for the extension have been obtained along with a copy of the one year extension.

On July 9, the city suffered a city wide power outage. Doug, Mike, and Tim all responded to the WWTP. Tim checked the Rindlehaven lift station status. Mike made sure that everything was running at the WWTP on auxiliary power. Doug checked the Riverside lift station. Fortunately Consumers restored the power to the City, however we were reminded how critical it is to have a standby generator at the Riverside lift station as the high level alarm had tripped. Our old portable generator that we used prior to the WWTP upgrade was capable of running the old pumps. This same generator will not even start one pump. After discussing with the City Manager, I have proceeded with obtaining quotations to install a permanent stand by generator that will be capable switching to auxiliary power automatically upon loss of city power and running the entire lift station.

Several repair parts were needed for the sludge thickener and the clarifier skimmers. I was able to bypass the middle man and go directly to the equipment manufacturers for the parts that were needed. This should help assure that we are getting the best price possible for repair parts when they are needed.

I completed the application for our Residual Management Program (RMP) and submitted it to the MDEQ. The plan was approved. With the MDEQ switching to the new electronic filing system MIWater, the issuing of NPDES permit renewals have been delayed. I checked with the chief of the MDEQ permitting office about the status of our permit renewal. I was told that our application is on their system and that we should receive our renewal in a few months. In the meantime we have been given an extension.

Maintenance & Capitol Expenses for July1, 2015 to July 31, 2015

ITEM	COST
Tom's Do It Center – Distilled Water for lab & batteries	\$ 44.60
Walker Process Equipment – Skimmer Neoprene Squeegees	\$ 188.00
Grainger Industrial Supply – 5 Gal gear lube	\$ 246.95
ECPH – Cam locks for the Sludge Thickener	\$ 379.44
Environmental Sales – Wear plates for the sludge thickener pumps	\$ 1052.50
State of Michigan – MIWater training seminar	\$ 25.00
<hr/>	
Total Expenses	\$ 1936.49
Total Spent YTD	\$ 1936.49

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	2310 feet
Routine cleaning	1450feet
Sewer call outs due to building services	2
Sewer call outs due to plugged City main	2
New connections to sewer main	1
Building Services Televised	1
Building Services Inspected	1
City Main Televised	0 feet

SEWER CALLOUTS

July 13, 2015

A call was received from Michelle Madden, located at 941 Riverside Dr., by Doug Sherman at the WWTP at 3:30PM. Doug arrived on the site at 3:40PMM to investigate the problem. Mike Owen and Tim Krizov had cleaned the sewer main in front of her house while doing preventative maintenance cleaning with the Vac truck. Apparently enough vacuum was created that the water in all of the plumbing traps was sucked out. This was allowing sewer gas odors to enter the house. Doug explained that sometimes older homes do not have adequate plumbing venting and that this sometimes occurs. Instructions were given to Michelle's boyfriend to pour some water in all of the traps to seal off the sewer gas.

July 21, 2015

Mike Owen and Tim Krizov were dispatched to the Donald Richmond home at 249 Smith St. to televise the house service. He was having drain problems and his plumber could not get past an obstruction in his lateral. They were able to locate and see that roots were the problem. The homeowner hired a contractor to dig it up and replace with PVC pipe.

July 22, 2015

A call was received at the WWTP from Curt Epps of 204 Church St. stating that he had sewage backing up. Doug Sherman was on the scene at 10:10 AM to investigate the problem. The flow in the city main was checked at the upstream and downstream manholes. The flow was good in the

city main and indicated that the blockage was in his service lateral. Doug recommended that he have his plumber clean the line to clear the blockage and then to contact the WWTP to see about televising his lateral.

July 24, 2015

A call was received at the WWTP from Dave Webert of 501 E. Bridge St. stating that he had sewage backing up. Mike Owen arrived on the scene at 2:20 PM to investigate. The city main was backing up at manhole C62a. Mike had Tim Krizov bring the Vac truck to the scene so that they could jet rod the main to clear the blockage. The men observed a very large root mass that flowed into the manhole while cleaning the main. The homeowner did not report any damages. This location will be added to our annual root cutting list.

July 24, 2015

The WWTP was notified by Ken Gensterblum that he had received a sewer call at 4:24 PM from Becca Fedewa that she had sewage in her basement. Tim Krizov arrived on the scene at 4:30 PM to investigate. He checked the upstream and downstream manholes and they were ok. The sewage from the blockage earlier in the day at 501 E. Bridge had surged into her basement. Instructions were given as to how to clean the basement floor.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of July 2015		
Type of Call	Danby Twp Alarms	Danby Twp Manhours	Portland Twp Alarms	Portland Twp Manhours	City Portland Alarms	City Portland Manhours	Apparatus Truck	Response Amount
Ambulance/Police Assits			1	5			Engine # 1	1
Dwelling							Engine # 7	
Vehicle Fire						2	41 Engine # 11	3
Industrial/Commercial Fire							Tanker # 9	
Wildland/Grass Fire							Brush # 6	
Garage/Storage Building Fire							Brush # 8	
Barn Fire							Brush # 12	
Tree Down							Light/Air # 2	
Power Line/transformer							Command 10	
Accidents								
Rescue/Extrication/Water							Car # 4	4
Smoke Alarm						1	7 Quad # 51	
Natural Gas/CO2 Leak							Marine # 3	
Tornado Warning								
Total for Month	0	0	1	5	3	48	Year	
Total for Year	7	160	9	200	25	468	Engine # 1	16
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms	Engine # 7	
Grand Ledge					Grand Ledge		Engine # 11	19
Westphalia					Westphalia		Tanker # 9	15
Berlin/Orange					Berlin/Orange		Brush # 6	8
Roxand Township					Roxand Twp.		Brush # 8	6
Lyons/Muir					Lyons/Muir		Brush #12	3
Pewamo					Pewamo		Light/Air # 2	1
Sunfield					Sunfield		Command 10	2
Delta Fire	1	10			Delta Fire		Car # 4	19
Other					Other		Quad # 51	1
Totals for Month	1	10			Totals for Month		Marine # 3	2
Totals for Year	4	240			Totals for Year	3	Total	92
	Alarms	Manhours						
Total for Month	5	63						
Total for Year	48	1068						
Training for July 2015	Manhours	36	Training for Year	Manhours	463	Reported By		
						Nick Martin, Fire Marshal		

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 7/27/2015 **Run #** 15-045

Owner Christina Bevan
Address 1952 Beard Road
City Perry **State** MI **Zip** 48872 **Phone #** 517-996-2689

Occupant Same as Above
Address
City **State** **Zip** **Phone #**

Township City **Section #**

Times

Received 16:51 **In service** 16:55 **On Scene** 17:01 **Controlled**
Cleared 17:40 **Back In Ser.** 18:52

Total Hrs 2 **Total Man Hours** 32

Description of Response

Toned to a van on fire

Location of Response

West Bound I96@ the rest area

Units Responding

Eng 11, Tanker 9, Car 4

Mutual Aid Received

None

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Gensterblum	Captain	Krizov
Captain		1st Lt	Logel Logel Sr*	2nd Lt	Logel Jr
	1 Chapman-AMB		2 Martin*		3 Donbrock*
	4 Waltersdorf*		5 Czaika*		6 Heinzelman*
	7 Lay*		8 Schafer, J		9 Skedie
	10 Cain		11 Weiler*		12 Miller*
	13 Gross		14		15
	16		17		18
	19		20		21
	22		23		24

Reported By Martin

IONIA COUNTY BOARD OF COMMISSIONERS

August 11, 2015 - 4:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment**

(3 minute time limit per speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. Resolution of Appreciation – Beverly Young
 - B. Cognitive Behavior Services Agreement – Sheriff Dept
 - C. SmartStart Ignition Interlock Contract – Sheriff Dept
 - D. Appointments to Community Corrections Advisory Board
 1. Media Representative
 2. Workforce Development Representative
 - E. Secondary Road Patrol & Traffic Accident Prevention Program Application
 - F. Request to Fill Vacant District Court Probation Officer Position
 - G. Request to Fill Vacant District Court Clerk Position
 - H. Speech Therapy Referral Agreement – Health Dept
 - I. Amendment to Title IV-D Cooperative Reimbursement Contract
 - J. Request to Amend Funeral Leave Policy
 - K. Request to Amend Hours of Work Policy
 - L. Request for Approval of MDOT Grant Agreement for Airport Project
 - M.

IX. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

X. Reports of Special or Ad Hoc Committees

XI. Public Comment (3 minute time limit per speaker)

XII. Closed Session

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2018.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Community Corrections Advisory Board – Two positions, one Media Representative and one Workforce Development Representative.
- Community Mental Health Services Board – One three-year term, expiring March 2018.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.
- Green View Point Park Advisory Board – One position, which is a Member-at-Large.
- Substance Abuse Initiative – One two-year term, expiring December 2015. Must be a resident of Commissioner District Seven.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2015 which serves as the Private Sector Representative.

Appointments for consideration in the month of September 2015:

- *Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services Emergency Coordinator* – One three-year term.
- *Commission on Aging Board* – Three three-year terms.

Appointments for consideration in the month of October 2015:

- *Board of Canvassers* – Two four-year terms.
- *Construction Board of Appeals* – Six two-year terms, one of which serves as an alternate member.

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE NATURAL GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17882**

- Consumers Energy Company is requesting approval from the Michigan Public Service Commission to increase its rates for the distribution of natural gas and for other relief.
- **A TYPICAL RESIDENTIAL CUSTOMER WHO USES 95 Mcf (THOUSAND CUBIC FEET) OF NATURAL GAS PER YEAR MAY SEE AN INCREASE IN NATURAL GAS DISTRIBUTION COSTS OF APPROXIMATELY \$38.22 PER YEAR IF THE MICHIGAN PUBLIC SERVICE COMMISSION APPROVES THE REQUEST. IF THE PROPOSED INVESTMENT RECOVERY MECHANISM IS APPROVED, INCREMENTAL INCREASES WOULD OCCUR IN 2017, 2018, AND 2019.**
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: **Monday, August 24, 2015, at 9:00 a.m.**
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Mark D. Eyster**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) July 17, 2015 application, which seeks Commission approval to: 1) adjust its retail natural gas rates to provide additional revenue of approximately \$84.687 million annually based on a projected calendar year 2016 test year; 2) adjust the Company's existing retail natural gas rates to produce a rate of return on common equity of not less than 10.70%; 3) implement a Gas Revenue Decoupling Mechanism to annually reconcile total non-fuel rate case revenues approved by the Commission in the most recent case

to the total non-fuel revenue generated through actual sales during the period of time under evaluation; 4) implement an Investment Recovery Mechanism as described in its filing; 5) modify the rates, rules, and regulations; and 6) grant certain accounting authorizations as described in the Company's filing.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 17, 2015. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

CONSUMERS ENERGY COMPANY HAS REQUESTED THE INCREASES AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED INCREASES AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER INCREASES THAN THOSE REQUESTED, AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUEST.