



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

7:00 p.m. Monday, October 19, 2015

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Motion
7:03 PM	<b>IV. <u>Public Comment</u></b> (5 minute time limit per speaker)	
7:04 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u></b>	
7:10 PM	<b>A. DDA/Main Street Director Perry – Downtown Report</b>	
	<b>VII. <u>Public Hearing(s)</u></b> - None	
	<b>VIII. <u>Old Business</u></b> - None	
	<b>IX. <u>New Business</u></b>	
7:17 PM	<b>A. Proposed Resolution 15-80 Approving, Authorizing, and Directing the Mayor to Sign the Joint Funding Agreement for the Operation of a Streamgaging Station</b>	Motion
	<b>X. <u>Consent Agenda</u></b> –	
7:20 PM	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on October 5, 2015</b>	
	<b>B. Payment of Invoices in the Amount of \$152,988.79 and Payroll in the Amount of \$142,818.05 for a Total of \$295,806.84</b>	
	<b>C. Purchase Orders over \$5,000</b>	
	1. Synagro Central, LLC in the amount of \$5,699.25 for BioSolids Hauling and Land Application	
	2. Portland Area Fire Authority in the amount of \$25,628.15 for 2 <sup>nd</sup> Quarter Fire Services	
	<b>XI. <u>Communications</u></b> –	
	<b>A. Planning Commission Minutes from September 9, 2015</b>	
	<b>B. Zoning Board of Appeals Minutes from September 14, 2015</b>	
	<b>C. DDA Minutes from September 17, 2015</b>	
	<b>D. DDA Treasurer’s Report from October 15, 2015</b>	
	<b>E. Police Department Report for September 2015</b>	
	<b>F. Wastewater Treatment Plant Report for September 2015</b>	
	<b>G. Water Department Report for September 2015</b>	
	<b>H. MSHDA – Portland School Project</b>	
	<b>I. MSHDA – Portland School Project</b>	

<b><u>Estimated Time</u></b>
7:22 PM
7:25 PM
7:30 PM
7:35 PM

- J. Fire Department Report for September 2015
- K. Ionia County Board of Commissioners Agenda for October 13, 2015

- XII. **Other Business** - None
- XIII. **City Manager Comments**
- XIV. **Council Comments**
- XV. **Adjournment**

<b><u>Action Requested</u></b>
Motion

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-80**

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR  
TO SIGN THE JOINT FUNDING AGREEMENT FOR THE OPERATION OF A  
STREAMGAGING STATION**

**WHEREAS**, the City operates a hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC); and

**WHEREAS**, the City's FERC license requires it to jointly fund the operation of a streamgaging station on the Grand River at Portland, Michigan with the U.S. Geological Survey, U.S. Department of the Interior; and

**WHEREAS**, the Center Director of the U.S. Geological Survey, U.S. Department of the Interior; has sent a new joint funding agreement for the period of October 1, 2015 through September 30, 2016, a copy which is attached as Exhibit A (the "Agreement"); and

**WHEREAS**, the City paid \$7,850.00 per year to maintain the streamgaging station from October 1, 2010 until September 30, 2015; and

**WHEREAS**, the new agreement provides that the City will be billed the same \$7,850.00 for the period of October 1, 2015 through September 30, 2016.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves, authorizes and directs the Mayor to sign the joint funding agreement for the operation of the streamgaging station, a copy of which 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:** October 19, 2015

Monique I. Miller, City Clerk

U.S. DEPARTMENT OF THE INTERIOR  
GEOLOGICAL SURVEY

Customer #: 6000001519  
Agreement #: 16EMNH0012  
Project #: GC16NH000010000  
TIN #: 38-6007243  
Fixed Cost Agreement YES

JOINT FUNDING AGREEMENT

FOR

WATER RESOURCES INVESTIGATIONS

**THIS AGREEMENT is entered into as of the, 1st day of October, 2015 by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the City of Portland, Michigan, party of the second part.**

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation shared operation of the streamgaging station on the Grand River at Portland, Michigan (station number 04114000), herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.00

(a) by the party of the first part during the period

Amount	Date	to	Date
\$0.00	October 1, 2015		September 30, 2016

(b) by the party of the second part during the period

Amount	Date	to	Date
\$7,850.00	October 1, 2015		September 30, 2016

(c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of:

Description of the USGS regional/national program:



(d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.

(e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

- 7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.
- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered annually. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

**U.S. Geological Survey  
United States  
Department of the Interior**

City of Portland

USGS Point of Contact

Customer Point of Contact

Name: Thomas Weaver  
 Address: USGS, Michigan Water Science Center  
 6520 Mercantile Way, Suite 5  
 Lansing, MI 48911  
 Telephone: 517-887-8923 Fax: 517-887-8937  
 Email: tlweaver@usgs.gov

Name: Mike Hyland  
 Address: 259 Kent Street  
 Portland, MI 48875  
 Telephone: 517-647-7531 Fax: 517-647-2938  
 Email: mhyland@portland-michigan.org

Signatures and Date

Signature:  Date: 9/24/15  
 Name: James R. Morris  
 Title: Center Director, Michigan Science Center

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, October 5, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Council Members Fitzsimmons, Clement and Baldyga; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Ambulance Director Gensterblum; DDA/Main Street Director Perry; Audio/Visual Operator Proctor

Absent: Mayor Pro-Tem VanSlambrouck

Guests: Kathy Parsons; Mike Judd; 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 Phil Gensterblum.

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

Yeas: Clement, Baldyga, Fitzsimmons, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

Motion by Fitzsimmons, supported by Baldyga, to excuse the absence of Mayor Pro-Tem VanSlambrouck.

Yeas: Fitzsimmons, Baldyga, Clement, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

Under the City Manager Report, City Manager Gorman reported the EDC met on Monday, September 28, 2015 and heard from Michael Garrett of Pinnacle Construction Group who proposed exploring development opportunities with his company for the property owned by the City at Cutler Rd. and Grand River Ave. The property has previously been listed with realtors. The EDC concurred with exploring these development opportunities; there will be no contract.

Council Member Clement, who is also the Chair of the EDC, stated that she is encouraged by the possibility of this type of development on this property. Mr. Garrett enters into agreements with interested parties for a 10-year commitment to lease the buildings he constructs.

City Manager Gorman stated that the DPW building and grounds are in need of redesign and refurbishing. The staff does a great job with the resources they have but the assets are aging. The first step will be to determine the needs of the department.

In terms of development in the City of Portland, the RCP and Burns properties have been demolished and Star Nails is under reconstruction. Both the Olivera's and Goodwill site plans will be presented to the

Planning Commission on October 14, 2015. They are both prepared to begin construction when the plans are approved.

Under New Business, the Council took up the Second Reading and Consideration of Ordinance 175II to amend Section 42-186 (c) of the Portland Code of Ordinances for Parking Requirements without a drive through facility. The proposed change would decrease the required number of parking spaces and would be based on the number of employees working during the anticipated peak business hours and would be based on the maximum occupancy load. City Manager Gorman stated the Planning Commission has reviewed and recommended this change to the Council for approval.

There was discussion of the need to continue monitoring current ordinances.

Mayor Barnes commented that the ordinance as written would have created a sea of asphalt.

Motion by Fitzsimmons, supported by Clement, to approve Ordinance 175II to amend Section 42-186 (c) of the Portland City Code of Ordinances.

Yeas: Fitzsimmons, Clement, Baldyga, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

The Council considered Resolution 15-75 to authorize the Mayor and Clerk to sign the Second Amendment to the First Amended Fire and Emergency-Services Agreement for the purpose of financing the purchase of a 2015 Spencer Manufacturing apparatus fire truck. This purchase is consistent with the published 5-year improvement plan. State law requires the City and the Townships provide authorization to the Authority to finance the purchase of the fire truck.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 15-75 approving, authorizing, and directing the Mayor and Clerk to sign the Second Amendment to the First Amended Joint Fire and Emergency-Services Agreement.

Yeas: Baldyga, Fitzsimmons, Clement, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

The Council considered Resolution 15-76 to approve a bid from Cook Brothers Excavating, Inc. in the amount of \$5,935.00 for demolition of the house at 628 Canal St. that is owned by the City. City staff has previously determined that the structure should be demolished due to its dilapidated and blighted condition.

Motion by Clement, supported by Fitzsimmons, to approve Resolution 15-76 approving a bid from Cook Brothers Excavating, Inc. for demolition of City property located at 628 Canal St.

Yeas: Clement, Fitzsimmons, Baldyga, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

The Council considered Resolution 15-77 to approve purchase of a new ambulance at a cost of \$109,915.00. The Portland Ambulance Department maintains a fleet of three ambulances and in order to keep them in good working condition, a new vehicle is typically purchased every seven years but due to budgetary constraints this schedule has not been maintained. The City has the opportunity to remount its 2001 Road Rescue onto a G-4500 Diesel Chassis utilizing its current “box” rather than purchasing a new truck at a savings of \$65,000.00 - \$70,000.00.

Ambulance Director Gensterblum gave an update on the current condition of the trucks and the rationale for the change out of the box onto a different chassis.

There was discussion.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 15-77 approving the purchase of a new ambulance.

Yeas: Fitzsimmons, Baldyga, Clement, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

The Council considered Resolution 15-78 to approve Fleis & VandenBrink’s proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant that occurred in January 2009 with the failure of the underground fuel return line.

Motion by Baldyga, supported by Clement, to approve Resolution 15-78 approving Fleis & VandenBrink’s proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant.

Yeas: Baldyga, Clement, Fitzsimmons, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

The Council considered Resolution 15-79 to approve Pay Request No. 7 in the amount of \$13,489.79 to the Michigan Department of Transportation for work performed on the Cutler Road Project. The City Engineer on the project has reviewed the pay request and recommends its approval.

Motion by Fitzsimmons, supported by Clement, to approve Resolution 15-79 approving Pay Request No. 7 to the Michigan Department of Transportation for work performed on the Cutler Road Project.

Yeas: Fitzsimmons, Clement, Baldyga, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

Motion by Clement, supported by Baldyga to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on September 21, 2015, payment of invoices in the amount of \$130,334.49 and payroll in the amount of \$87,681.40 for a total of \$218,015.89. Purchase orders to Tom’s Food Center in the amount of \$9,000.00 for the Energy Optimization Program, Keusch Super Service in the amount of \$9,460.00 for tires and wheel repair of the front loader, TerHorst &

Rinzema Construction Co. in the amount of \$12,505.00 for repairs to City Hall due to tornado damage, and to Resco in the amount of \$46,316.10 for Kerite wire and materials were included.

Yeas: Clement, Baldyga, Fitzsimmons, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

Under City Manager Comments, City Manager Gorman reminded residents that the Rockin' River Color Run and the Fall Fest 5K and half marathon will both be held this weekend.

The Business After Hours, hosted by the DDA and Chamber of Commerce, was held on October 1, 2015 and was well attended.

Trick-or-Treating will take place on Halloween, Saturday, October 31, 2015 from 6:00 – 8:00 P.M.

Under Council Comments, Council Member Clement commented that representatives of the Portland Library have received a mini grant to hold an art competition. Watch for more information.

Mayor Barnes commented that he received a thank you from Patricia Fuller of the Daughters of the American Revolution for the proclamation recognizing Constitution Week.

Mayor Barnes also informed residents about the Michigan Child Protection Registry, a free, state program, under the Secretary of State, for families to register their emails, mobile phones and messenger IDs to restrict adult product advertisements like alcohol, tobacco, pornography, online gambling and illegal drugs from reaching their inboxes. He added that the information would be disseminated in the City's newsletter.

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

Yeas: Clement, Fitzsimmons, Baldyga, Barnes

Nays: None

Absent: VanSlambrouck

Adopted

Meeting adjourned at 7:45 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the October 5, 2015 City Council Meeting**

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

**Present** – Mayor Barnes, Council Members Fitzsimmons, Clement and Baldyga; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Ambulance Director Gensterblum; DDA/Main Street Director Perry; Audio/Visual Operator Proctor

**Absent** – Mayor Pro-Tem VanSlambrouck

**Second Reading and Consideration of Ordinance 175II** to amend Section 42-186 (c) of the Portland Code of Ordinances for Parking Requirements without a drive through facility.

All in favor. Approved.

**Approval of Resolution 15-75** approving, authorizing, and directing the Mayor and Clerk to sign the Second Amendment to the First Amended Joint Fire and Emergency-Services Agreement for the purpose of financing the purchase of a 2015 Spencer Manufacturing apparatus fire truck.

All in favor. Approved.

**Approval of Resolution 15-76** approving a bid from Cook Brothers Excavating, Inc. for demolition of City property located at 628 Canal St.

All in favor. Approved.

**Approval of Resolution 15-77** approving the purchase of a new ambulance.

All in favor. Approved.

**Approval of Resolution 15-78** approving Fleis & VandenBrink's proposal for engineering services associated with the remediation of the 2009 fuel spill at the Diesel Generation Plant.

All in favor. Approved.

**Approval of Resolution 15-79** approving Pay Request No. 7 to the Michigan Department of Transportation for work performed on the Cutler Road Project.

All in favor. Approved.

**Approval of the Consent Agenda.**

All in favor. Approved.

**Adjournment at 7:45 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
UNITED STATES POSTAL SERVICE	00463	POSTAGE- ELC, WTR, WASTEWATER, GENERAL	952.83
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM MANAGEMENT FERC MONITORING - ELEC	2,727.73
ARBOR DAY FOUNDATION	01158	MEMBERSHIP DUES - PARKS	25.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	445.47
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	193.20
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	492.91
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	484.41
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	472.32
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	26.97
B&W AUTO SUPPLY, INC.	00030	PARTS - CEMETERY, PARKS, ELECTRIC, MTR POOL	897.22
CENTURYLINK	01567	PHONE SERVICE - VARIOUS DEPTS	12.80
NEPTCO INC.	00821	MULETAPE - ELECTRIC	521.39
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	78.00
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	977.79
CIVIC PLUS	02335	WEBSITE ANNUAL FEE - COMM PROMO	1,523.55
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	416.94
CONSUMERS ENERGY	00095	GAS SERVICES - VARIOUS DEPTS	485.44
DUANE CROSS	00642	WRENCH SET - MTR POOL	192.50
CULLIGAN	02130	WATER DELIVERY - POLICE	17.50
D&K TRUCK COMPANY	02257	CAP - MTR POOL	2.59
D&K TRUCK COMPANY	02257	MASTER CYLINDER - MTR POOL	483.72
DORNBOS, SIGN & SAFETY, INC.	00067	SIGN FOR WWTP - WASTE WATER	425.88
DORNBOS, SIGN & SAFETY, INC.	00067	TRUCK SIGNS & POSTS - MAJ STS, LOC STS	439.80
EUROFINS EATON ANALYTICAL	MISC	ALPHA AND RADIUM SAMPLES - WATER	1,035.00
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	46.66
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL	52.64
FAMILY FARM & HOME	01972	HOSE END MENDER - MTR POOL	7.98
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL - MTR POOL	592.47
KEN GENSTERBLUM	00163	REIMB FOR TRAINING CLASS - WATER	150.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,471.29
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEM, PRKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEM, PRKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	RECYLING - REFUSE	1,844.55
GRP ENGINEERING INC.	01994	PERFORM SYSTEM COORDINATION STUDY - ELECTRIC	5,000.00
ROGER HABEGGER	01841	MILEAGE REIMB FOR MMEA CONFERENCE - ELECTRIC	80.50
RYAN HONSOWITZ	00191	CLOTHING ALLOWANCE - CEM, MTR POOL	120.98
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	269.29
KENDALL ELECTRIC	00225	BORD, GRIP, WIRE NUT - WASTE WATER	103.93
KENDALL ELECTRIC	00225	EXTERNAL SURGE PROTECTOR - WATER	176.97
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	159.00
LANSING ASPHALT	MISC	UPM COLD PATCH - LOC STS, MAJ STS	447.50
KEUSCH SUPER SERVICE	00228	REPAIRS TO VEHICLES - MTR POOL	32.35
KEUSCH SUPER SERVICE	00228	REPAIRS - MTR POOL	32.35
KEUSCH SUPER SERVICE	00228	REPAIRS - MTR POOL	172.87
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICES - GENERAL, POLICE	57.50
MENARDS	00260	SUPPLIES - CEMETERY	85.14
MENARDS	00260	SUPPLIES - POLICE	30.75
MHR BILLING	01780	MONTHLY BILL SERVICE - AMBULANCE	738.00
MICHIGAN.COM	02336	LEGAL NOTICES - GENERAL, CODE	202.96
MICHIGAN ELECTION RESOURCES	00278	SUPPLIES - ELECTIONS	150.31
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP - WATER, LOC STS	114.24
MID MICHIGAN COLLECTION BUREAU	MISC	REFUND PAYMENTS - AMBULANANCE	895.56
MICHIGAN STATE INDUSTRIES	MISC	WOODEN SEALS - CITY HALL	316.08
MIDWEST GAS INSTRUMENT SVC	00307	OXYGEN SENSOR - WATER	297.74
MOTION INDUSTRIES	02254	BLACK PEARL GREASE - WASTE WTR	35.30
MTECH COMPANY	02306	CABLE ASSY - WASTE WTR	242.23

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MTECH COMPANY	02306	SURGE PROTECTOR - WASTE WATER	42.22
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	7,497.00
MUNICIPAL SUPPLY CO.	00324	METER HORN, GASKET - WATER	385.32
MUNICIPAL SUPPLY CO.	00324	FERNCO - ELECTRIC	72.54
NORTH GRAND RIVER COOP, INC.	00335	LINENS - AMBULANCE	141.55
OLD DOMINION BRUSH	00341	GUTTER BROOMS - MTR POOL	396.39
OLD DOMINION BRUSH	00341	PARTS FOR LEAF MACHINE - MTR POOL	127.00
MIKE OWEN	01809	CLOTHING ALLOWANCE - WASTE WTR	111.29
POLLY PRODUCTS LLC	01137	BENCHES - PARKS	314.00
POLLY PRODUCTS LLC	01137	BENCHES - PARKS	660.00
PORTLAND AREA FIRE AUTHORITY	02128	2ND QUARTER FIRE SERVICES - COMM PROMO	25,628.15
POWER LINE SUPPLY COMPANY	00389	SUPPLIES - ELECTRIC	156.50
POWER LINE SUPPLY COMPANY	00389	SUPPLIES - ELECTRIC	335.50
POWER LINE SUPPLY COMPANY	00389	SUPPLIES - ELECTRIC	327.72
PURITY CYLINDER GASES, INC.	00380	QUARTERLY RENTAL FEE - AMBULANCE	272.18
PURITY CYLINDER GASES, INC.	00380	QUARTERLY RENTAL FEE - MTR POOL	234.83
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.70
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.70
RESCO	00392	INSULATOR SUSPENSION/CLAMP - ELECTRIC	455.76
RESCO	00392	PULLING LUBE - ELECTRIC	583.54
RESCO	00392	ROLLS OF WIRE - ELECTRIC	35,924.26
RESCO	00392	TERMINATOR/WIRE - ELECTRIC	9,954.70
RESCO	00392	BOLT ASSEMBLY - ELECTRIC	546.13
RESCO	00392	PEDESTAL W PENTA BOLT - ELECTRIC	4,928.89
RESCO	00392	POLES - ELECTRIC	10,781.97
RESCO	00392	WIRE - ELECTRIC	1,183.53
SEBEWA SAND & GRAVEL LLC	02283	TOP SOIL - MAJ STS	210.00
ROD SMITH	02317	CLOTHING ALLOWANCE - WATER	149.99
SPARROW OCCUPATIONAL HEALTH	00340	PRE-EMPLOYMENT PHYSICALS - AMBULANCE	445.94

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MARK SPOHN	02110	MOWING AT RED MILL - COMM PROMO	115.00
SPRINT	00859	PHONE & DATA SERVICES - POLICE	121.56
SYNAGRO CENTRAL, LLC	01889	BIOSOLIDS HAUL & LAND APPLICATION - WASTE WTR	5,699.25
STAPLES BUSINESS ADVANTAGE	00426	PAPER, INK, SUPPLIES - VARIOUS DEPTS	614.86
STAR CRANE & HOIST OF KALAMAZOO	INO1893	ANNUAL OSHA INSPECTION & PM ALL UNITS - WASTE	180.00
STAR TRUCK RENTALS	02325	LABOR & PARTS TO REPLACE RADIATOR SNOWPLOW DUM	3,227.32
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	403.11
UPS	MISC	POSTAGE - WATER	16.65
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	PHONE SERVICE - CEM, PARKS, AMB, CODE, ELEC	389.45
VILLAGE LAUNDRY	01490	DRY CLEANING - POLICE	68.75
WEX BANK	02181	FUEL - ELECTRIC, MTR POOL	3,444.21
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICES - ELECTRIC	32.97
LITE'S PLUS	00243	MPPA ENERGY SMART - ELECTRIC	150.00
TOBI BARTON	MISC	ENERGY SMART - ELECTRIC	265.00
ED FILTER	00540	UMPIRES/OFFICIALS - REC	184.00
LOGAN COOK	02342	SCOREKEEPERS - REC	19.50
BAILEY VAN HOUTEN	02197	SCOREKEEPERS - REC	58.50
HANNAH DENSMORE	02300	SCOREKEEPERS - REC	19.50
BRETT PUNG	02307	OFFICIALS - REC	80.00
PEYTON GALEY	02389	OFFICIALS - REC	40.00
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	1,221.04
AT&T	00686	PHONE SERVICE - WASTE WTR	26.62
AT&T	00686	PHONE SERVICE - WASTE WTR	86.42
Total:			\$152,988.79

**BI-WEEKLY  
WAGE REPORT  
October 12, 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.	8,445.43	68,054.46	3,994.33	23,655.69	12,439.76	91,710.15
ASSESSOR	1,273.92	10,166.40	904.45	3,746.47	2,178.37	13,912.87
CEMETERY	3,319.17	32,227.74	2,859.36	12,149.80	6,178.53	44,377.54
POLICE	14,386.99	108,582.35	6,438.01	35,477.68	20,825.00	144,060.03
CODE ENFORCEMENT	1,176.27	5,312.76	509.36	1,900.53	1,685.63	7,213.29
PARKS	1,824.85	22,347.82	1,336.27	6,430.91	3,161.12	28,778.73
INCOME TAX	1,629.57	13,773.25	1,796.13	8,161.14	3,425.70	21,934.39
MAJOR STREETS	1,749.19	24,650.74	1,973.84	15,455.67	3,723.03	40,106.41
LOCAL STREETS	1,658.24	18,853.96	1,815.55	11,596.34	3,473.79	30,450.30
RECREATION	1,830.15	14,949.80	1,729.42	7,668.23	3,559.57	22,618.03
AMBULANCE	12,831.96	88,547.05	4,921.40	23,212.83	17,753.36	111,759.88
DDA	461.52	461.52	139.78	139.78	601.30	601.30
ELECTRIC	19,191.88	138,958.78	14,788.62	68,421.56	33,980.50	207,380.34
WASTEWATER	9,419.55	74,281.81	8,708.49	37,770.80	18,128.04	112,052.61
WATER	4,565.07	36,159.59	3,316.64	15,705.90	7,881.71	51,865.49
MOTOR POOL	1,837.78	11,244.49	1,984.86	4,234.57	3,822.64	15,479.06
<b>TOTALS:</b>	<b>85,601.54</b>	<b>668,572.52</b>	<b>57,216.51</b>	<b>275,727.90</b>	<b>142,818.05</b>	<b>944,300.42</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 10/14/15**  
**MEETING DATE 10/19/15**

Fund	Description	Beginning Balance 9/30/15	Total Cash in	Total Cash out	Cash Balance 10/14/15	Time Certificates	Ending Balance 10/14/15
101	GENERAL FUND	756,204.31	469,660.99	(148,527.99)	1,077,337.31	235,000.00	1,312,337.31
105	INCOME TAX FUND	31,798.86	3,425.70	(6,965.40)	28,259.16	10,000.00	38,259.16
150	CEMETERY PERPETUAL CARE FUND	33,592.20	150.00	-	33,742.20		33,742.20
202	MAJOR STREETS FUND	40,738.82	23,723.86	(11,904.20)	52,558.48		52,558.48
203	LOCAL STREETS FUND	126,163.39	34,911.43	(19,557.22)	141,517.60		141,517.60
208	RECREATION FUND	14,475.15	6,262.07	(7,753.64)	12,983.58		12,983.58
210	AMBULANCE FUND	150,459.17	29,234.86	(35,698.72)	143,995.31		143,995.31
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	23,897.72	293,133.25	(1,208.54)	315,822.43		315,822.43
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	131,726.85	-	-	131,726.85		131,726.85
520	REFUSE SERVICE FUND	25,841.19	2,984.19	(214.95)	28,610.43		28,610.43
582	ELECTRIC FUND	83,322.90	201,837.74	(181,058.09)	104,102.55	530,000.00	634,102.55
590	WASTEWATER FUND	31,365.05	48,256.79	(46,464.46)	33,157.38		33,157.38
591	WATER FUND	129,785.45	27,605.63	(40,876.56)	116,514.52	420,000.00	536,514.52
661	MOTOR POOL FUND	(10,767.14)	6,162.40	(30,059.51)	(34,664.25)		(34,664.25)
703	CURRENT TAX FUND	<u>1,239,131.76</u>	<u>33,836.23</u>	<u>(1,224,770.49)</u>	<u>48,197.50</u>		<u>48,197.50</u>
	TOTAL - ALL FUNDS	2,811,097.93	1,181,185.14	(1,755,059.77)	2,237,223.30	1,195,000.00	<u>3,432,223.30</u>
						ELECTRIC-RESTRICTED CASH	400,000.00
						CUSTOMER DEPOSIT CD	170,000.00 *
						PERPETUAL CARE CD	130,000.00
						INCOME TAX SAVINGS	559,131.71
						ELECTRIC-PRIN & INT ESCROW	146,695.36
						WASTEWATER DEBT ESCROW	212,386.71
						WASTEWATER REPAIR ESCROW	54,582.50
						DDA-PRIN & INT ESCROW	27,821.01
							<u>5,132,840.59</u>

\*Customer Deposit Breakdown

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

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DB: Portland

PERIOD END: 10/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 10/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	719,886.00	42,975.50	0.00	676,910.50	5.97
	TOTAL EXPENDITURES	1,235,422.00	507,511.66	6,004.70	727,910.34	41.08
	NET OF REVENUES & EXPENDITURES	(515,536.00)	(464,536.16)	(6,004.70)	(50,999.84)	90.11
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	2,500.00	750.00	0.00	1,750.00	30.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	2,500.00	750.00	0.00	1,750.00	30.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	1,106,035.00	57,805.09	20,543.35	1,048,229.91	5.23
	TOTAL EXPENDITURES	1,105,991.00	73,335.18	10,031.25	1,032,655.82	6.63
	NET OF REVENUES & EXPENDITURES	44.00	(15,530.09)	10,512.10	15,574.09	35,295.6
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	216,344.00	223,734.47	31,799.32	(7,390.47)	103.42
	TOTAL EXPENDITURES	224,867.00	237,679.66	7,748.55	(12,812.66)	105.70
	NET OF REVENUES & EXPENDITURES	(8,523.00)	(13,945.19)	24,050.77	5,422.19	163.62
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	148,250.00	26,956.64	3,557.50	121,293.36	18.18
	TOTAL EXPENDITURES	129,769.00	28,091.40	5,075.07	101,677.60	21.65
	NET OF REVENUES & EXPENDITURES	18,481.00	(1,134.76)	(1,517.57)	19,615.76	6.14
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	538,331.00	189,651.21	11,481.50	348,679.79	35.23
	TOTAL EXPENDITURES	534,888.00	153,859.23	26,086.28	381,028.77	28.76
	NET OF REVENUES & EXPENDITURES	3,443.00	35,791.98	(14,604.78)	(32,348.98)	1,039.56
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	418,410.83	292,828.95	(73,963.83)	121.47
	TOTAL EXPENDITURES	369,907.00	264,479.12	9,379.49	105,427.88	71.50
	NET OF REVENUES & EXPENDITURES	(25,460.00)	153,931.71	283,449.46	(179,391.71)	604.60
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

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DB: Portland

PERIOD END: 10/31/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	10/31/2015 NORMAL (ABNORMAL)	MONTH 10/31/2015 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
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	40,968.44	0.00	65,119.56		38.62
	NET OF REVENUES & EXPENDITURES	(106,088.00)	(40,968.44)	0.00	(65,119.56)		38.62
Fund 520 - REFUSE SERVICE FUND							
Fund 520 - REFUSE SERVICE FUND:							
	TOTAL REVENUES	112,150.00	36,052.61	9,013.74	76,097.39		32.15
	TOTAL EXPENDITURES	111,000.00	27,031.24	0.00	83,968.76		24.35
	NET OF REVENUES & EXPENDITURES	1,150.00	9,021.37	9,013.74	(7,871.37)		784.47
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	976,194.49	321,644.84	2,874,987.51		25.35
	TOTAL EXPENDITURES	4,282,313.00	1,044,968.79	111,991.98	3,237,344.21		24.40
	NET OF REVENUES & EXPENDITURES	(431,131.00)	(68,774.30)	209,652.86	(362,356.70)		15.95
Fund 590 - WASTEWATER FUND							
Fund 590 - WASTEWATER FUND:							
	TOTAL REVENUES	936,126.00	259,056.34	75,777.56	677,069.66		27.67
	TOTAL EXPENDITURES	935,962.00	161,606.77	30,491.36	774,355.23		17.27
	NET OF REVENUES & EXPENDITURES	164.00	97,449.57	45,286.20	(97,285.57)		59,420.4
Fund 591 - WATER FUND							
Fund 591 - WATER FUND:							
	TOTAL REVENUES	598,150.00	162,908.24	51,969.91	435,241.76		27.24
	TOTAL EXPENDITURES	661,973.00	184,341.47	19,701.38	477,631.53		27.85
	NET OF REVENUES & EXPENDITURES	(63,823.00)	(21,433.23)	32,268.53	(42,389.77)		33.58
Fund 661 - MOTOR POOL FUND							
Fund 661 - MOTOR POOL FUND:							
	TOTAL REVENUES	413,793.00	155,530.78	53,540.00	258,262.22		37.59
	TOTAL EXPENDITURES	413,356.00	120,937.34	11,384.84	292,418.66		29.26
	NET OF REVENUES & EXPENDITURES	437.00	34,593.44	42,155.16	(34,156.44)		7,916.12
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

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PERIOD END 10/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 10/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2015 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	2,550,026.20	872,156.67	6,437,167.80	28.37
TOTAL EXPENDITURES - ALL FUNDS		10,111,536.00	2,844,810.30	237,894.90	7,266,725.70	28.13
NET OF REVENUES & EXPENDITURES		(1,124,342.00)	(294,784.10)	634,261.77	(829,557.90)	26.22

User: KRIST  
DB: Portlan

PERIOD END 10/31/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2015 NORMAL (ABNORMAL)	MONTH 10/31/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	994,798.00	850,851.15	312,463.35	143,946.85	85.53
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	31,888.22	16,553.22	10,818.78	74.67
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	7,650.90	0.00	20,349.10	27.32
101-000-455.000	TRAILER FEES	1,500.00	114.00	27.00	1,386.00	7.60
101-000-476.000	NON-BUSINESS PERMITS	0.00	18,473.00	17,099.00	(18,473.00)	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	3,111.35	0.00	88.65	97.23
101-000-575.000	REVENUE SHARING-CONST SALES	307,811.00	48,880.00	0.00	258,931.00	15.88
101-000-576.000	REVENUE SHARING-STAT SALES	102,666.00	17,711.00	0.00	84,955.00	17.25
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	984.20	0.00	4,015.80	19.68
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	181.50	0.00	818.50	18.15
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	106,348.00	26,587.00	212,509.00	33.35
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	1,250.00	0.00	2,250.00	35.71
101-000-633.000	CEMETERY CARE FEES	2,000.00	3,712.00	176.00	(1,712.00)	185.60
101-000-634.000	GRAVE OPENING FEES	10,000.00	4,650.00	350.00	5,350.00	46.50
101-000-656.000	DISTRICT COURT FINES	11,000.00	2,066.14	213.51	8,933.86	18.78
101-000-661.000	PARKING FINES	2,400.00	50.00	0.00	2,350.00	2.08
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	722.00	139.00	778.00	48.13
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	71.97	0.00	348.03	17.14
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	228.00	39.76	0.00	188.24	17.44
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	570.00	0.00	7,930.00	6.71
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	334.35	20.00	(334.35)	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	200.00	200.00	(200.00)	100.00
101-000-676.006	DONATION - PARKS	0.00	1,263.15	665.00	(1,263.15)	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	6,641.40	0.00	(4,641.40)	332.07
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	10,000.00	3,103.95	1,742.14	6,896.05	31.04
101-000-678.007	REIMBURSEMENTS-PAMA	0.00	1,252.80	0.00	(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	233.87	0.00	(233.87)	100.00
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

User: KRIST

DB: Portland

PERIOD END 10/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 10/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 101 - GENERAL FUND</b>						
<b>Revenues</b>						
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	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
<b>TOTAL Revenues</b>		<b>1,984,747.00</b>	<b>1,112,580.18</b>	<b>376,235.22</b>	<b>872,166.82</b>	<b>56.06</b>
<b>Expenditures</b>						
000		0.00	0.00	0.00	0.00	0.00
100	COUNCIL	158,485.00	61,826.72	30,250.00	96,658.28	39.01
101	COMMUNITY PROMOTIONS	265,610.00	103,703.89	31,226.47	161,906.11	39.04
172	CITY MANAGER	129,385.00	32,858.06	4,427.70	96,526.94	25.40
191	ELECTIONS	6,910.00	745.06	18.00	6,164.94	10.78
201	GENERAL ADMINISTRATION	305,064.00	104,786.04	8,707.62	200,277.96	34.35
209	ASSESSING	55,261.00	13,585.78	2,228.37	41,675.22	24.58
265	CITY HALL	50,050.00	12,113.04	1,902.58	37,936.96	24.20
276	CEMETERY	170,634.00	57,207.17	7,004.63	113,426.83	33.53
301	POLICE	691,182.00	171,003.04	25,739.54	520,178.96	24.74
336	FIRE	0.00	0.00	0.00	0.00	0.00
371	CODE ENFORCEMENT	39,198.00	7,727.18	1,779.63	31,470.82	19.71
728	ECONOMIC DEVELOPMENT	3,000.00	1,779.80	60.06	1,220.20	59.33
751	PARKS	148,502.00	62,890.27	5,885.72	85,611.73	42.35
999		0.00	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>		<b>2,023,281.00</b>	<b>630,226.05</b>	<b>119,230.32</b>	<b>1,393,054.95</b>	<b>31.15</b>
<b>Fund 101 - GENERAL FUND:</b>						
<b>TOTAL REVENUES</b>		<b>1,984,747.00</b>	<b>1,112,580.18</b>	<b>376,235.22</b>	<b>872,166.82</b>	<b>56.06</b>
<b>TOTAL EXPENDITURES</b>		<b>2,023,281.00</b>	<b>630,226.05</b>	<b>119,230.32</b>	<b>1,393,054.95</b>	<b>31.15</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>(38,534.00)</b>	<b>482,354.13</b>	<b>257,004.90</b>	<b>(520,888.13)</b>	<b>1,251.76</b>

# PURCHASE ORDER

## CITY OF PORTLAND

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

TO

Synagro Central, LLC  
 435 Williams Court, Suite 100  
 Baltimore, MD 21220

SHIP TO

Portland WWP  
 600 Morse Dr.  
 Portland, ME 48855

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
9/10/15	9/10/15				15-1034
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	BioSolids Haul & Land Application (9/10/15) 127,500 gallons @ .0447/gal				5699.25
	590-548-804.000				

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

ORIGINAL

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

**Synagro Central, LLC**  
 435 Williams Court, Suite 100  
 Baltimore, MD 21220  
 (443) 489-9000



Invoice #: 20-124459  
 Invoice Date: 9/30/2015  
 Page: 1

**Bill To:**  
 CITY OF PORTLAND  
 259 KENT

Please note our new remittance address below

PORTLAND MI 48875

Purchase Order No.	Customer ID	Sales ID	Payment Terms			
SEPT 2015	20-POR100		Net 30			
Plant	Quantity	Description	U of M	Unit Price	Ext. Price	
PORTLAND	127,500.00000	PUMP/TRANSP/ APP OF LIQ MATERIALS	G	0.04470	\$5,699.25	

**Please Remit To:**

Synagro Central, LLC  
 c/o SYNAGRO TECHNOLOGIES, INC.  
 7773 SOLUTION CENTER  
 CHICAGO IL 60677-7007

**Subtotal:** \$5,699.25  
**Misc:** \$0.00  
**Tax:** \$0.00  


---

**Total:** \$5,699.25

**SYNAGRO**

For questions regarding this invoice, please contact Jennifer Howley at (443)-489-9198 or e-mail at [jhowley@synagro.com](mailto:jhowley@synagro.com).

Current	0-30 Days	31-60 Days	61-90 Days	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Finance Charges will be applied to Past Due Invoices

**PURCHASE ORDER**

**CITY OF PORTLAND**

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

TO Portland Area Fire Authority

SHIP TO \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
10/13/15					15-1018	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	2nd Quarter Fire Service					
	101.101.804336 Comm Promo Fire Authority				\$25,628.15	

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

ORIGINAL

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

**Portland Area Fire Authority**  
 773 E Grand River Ave  
 Portland, MI 48875

# Invoice

 **COPY**

**Invoice #:** 31337  
**Invoice Date:** 10/4/2015  
**Due Date:** 10/31/2015  
**Project:**  
**P.O. Number:** 2nd Qtr

**Bill To:**  
 City of Portland  
 259 Kent St.  
 Portland, MI 48875

Date	Description	Amount
9/22/2015	<p>2nd Quarter Fire Services October - December '15</p> <p>Note the invoice is based on the existing fire budget as per the Fire Authority Agreement. The following is a breakdown based on the existing annual budget of \$266,266.50</p> <p>City of Portland - 38.5% = \$102,512.60 divided 4 = \$25,628.15</p> <p>Portland Twp. - 38.22% = \$101,767.06 divided by 4 = 1 - @ \$25,441.75 and 3 - \$25,441.77</p> <p>Danby Twp. - 23.28% = \$61,986.84 divided by 4 = \$15,496.71</p>	25,628.15

We appreciate your prompt payment.

<b>Total</b>	<b>\$25,628.15</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$25,628.15</b>

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, September 9, 2015 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Clement, Fitzsimmons, Hinds, Williamson, Culp, Kmetz

Absent: None

Staff: City Manager Gorman, City Clerk Miller

Guests: Jeff Brings of Williams & Works, Terry Frewen, and Tom Thelen of the Review & Observer

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Clement, supported by Fitzsimmons, to approve the Agenda as presented.  
All in favor. Approved.

Motion by Fitzsimmons, supported by Hinds, to approve the minutes of the August 12, 2015 regular meeting as presented.  
All in favor. Approved.

Under New Business, City Manager Gorman stated that McDonald's USA, LLC is requesting site plan approval for the reconstruction of a new building at 1432 E. Grand River Ave. They are represented by their engineer Williams & Works. City Manager Gorman further stated that McDonald's USA, LLC has acquired the property on the corner of Grand River Ave. and Bridge St. They will be requesting a variance from the Zoning Board of Appeals on Monday, September 14, 2015 from the off-street/front yard parking requirement for the C-3 District [Section 42-408 (b)].

Mr. Brinks of Williams & Works stated the current McDonald's building will be demolished and a new one will be constructed. The goal is to improve the customer experience. The number of parking spaces proposed on the site plan have been increased from those currently in place. There will be more lawn around the property and a lot of landscaping, especially around the drive-through. Mr. Brinks also stated that four driveways have been eliminated on this site plan.

Member Williamson asked if the 25% window requirement would be met on the Bridge St. side of the building.

City Manager Gorman stated that it depends on how the site plan and code are interpreted. The intent of the ordinance is to avoid a blank wall facing the street. In this case, there is almost an entire parcel between Bridge St. and the proposed building.

There was discussion.

Mr. Brinks noted that McDonald's is very energy conscience and takes advantage of energy efficiency. LED lighting will be used throughout the property.

Chair Grapentien asked where stacking in the drive-through is counted from.

Mr. Brinks stated that for their purposes they count stacking from the cash booth. He further explained the timing of the drive-through in relation to using two lanes. The double lanes allow for approximately 40 to 50 more cars to be served during the busiest time. Construction is expected to begin when the weather breaks in February or March 2016 and is expected to take 70-75 days.

Member Fitzsimmons stated that the proposed site plan for McDonalds' USA, LLC addresses many issues including the Grand River Access Management Plan, an existing property is being utilized, green space is being added, and the traffic flow has been improved. He further stated his belief that this is an excellent plan.

Chair Grapentien stated that as the proposed building will be 200 ft. from Bridge St. an argument can be made that it shouldn't be considered a front yard.

Mr. Brinks stated that they making an effort to enter into an agreement with Tom's Food Center to create a curb cut between the two properties.

Motion by Clement, supported by Kmetz, to approve the site plan proposed by McDonald's USA, LLC for the reconstruction of a new building contingent on the approval of the variances being requested by the Zoning Board of Appeals on Monday, September 14, 2015.  
All in favor. Approved.

City Manager Gorman presented suggested language to amend Section 142-186 (c) for Parking Requirements without a drive through facility.

There was discussion.

Motion by Kmetz, supported by Fitzsimmons, to accept the "Final Proposed" language to amend Section 142-186 (c) and submit it to Council for approval.  
All in favor. Approved.

Under Member Comments, City Manager Gorman reported The WODA Group has completed the environmental studies of the property at 306 Brush St. and are now waiting for completion of the report. The plans are still in the process of final development. When they are complete they will meet with City staff for discussion and input. They are currently working to make the building weather tight so they can begin construction on November 1, 2015.

The Zoning Moratorium passed after the tornado on June 22, 2015 will expire on October 6, 2015. City Manager Gorman stated that he will request that Council extend the moratorium another 90 days at either the September 21, 2015 or October 5, 2015 meeting.

Motion by Clement, supported by Hinds, to adjourn the meeting at 7:46 P.M.  
All in favor. Approved.

Respectfully submitted,

**Minutes of the Zoning Board of Appeals  
Of the City of Portland**  
Held on Monday, September 14, 2015 at 7:00 P.M.  
In Council Chambers at City Hall

Members Present: Barnes, Graham, Fedewa, Parsons

Absent: Stahl

Staff: City Manager Gorman, City Clerk Miller

Guests: Ricardo Biella, Clare Linderman, Jeff Brinks of Williams & Works, Bob VanLente

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

City Clerk Miller opened the floor for nominations for Chair.

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

There were no other nominations.

The vote for Barnes as Chair was held.  
All in favor. Approved.

Chair Barnes opened the floor for nominations for Vice-Chair.

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

There were no other nominations.

The vote for Graham as Vice-Chair was held.  
All in favor. Approved.

Chair Barnes opened the floor for nominations for Secretary.

Motion by Graham, supported by Fedewa, to nominate Parsons as Secretary.

There were no other nominations.

The vote for Parsons as Secretary was held.  
All in favor. Approved.

There were no public comments.

Motion by Graham, supported by Fedewa, to approve the proposed revised agenda as presented.  
All in favor. Approved.

Motion by Graham, supported by Fedewa, to approve the minutes of the August 10, 2015 meeting with grammatical corrections.

All in favor. Approved.

Chairman Barnes opened the Public Hearing at 7:03 P.M.

City Manager Gorman explained that Ricardo Biella is requesting a variance of 26 parking spaces from the off-street parking requirements for the C-3 District [Section 42-186(c)] for the building located at 1417 E. Grand River Ave.

City Manager Gorman provided proposed language the Planning Commission recommended to the City Council for consideration to amend this section of the Zoning Ordinance. This is not a unique situation to Olivera's. The proposed amendment would eliminate parking spaces required based on floor space not used for seating and for each employee. Instead parking spaces would be required for each employee reasonably expected to work during the anticipated peak hours and would be based on a calculation of the area devoted to seating.

Clare Linderman presented the criteria for the variance request stating that Olivera's will construct a facility to accommodate 135 patrons and will add 29 parking spaces to the existing parking lot for a total of 59 parking spaces. Under the current Ordinance, 85 parking spaces are required. A variance of 26 parking spaces is being requested.

Under Criterion #1, strict compliance to the current ordinance makes the use of this property prohibitive for the intended purpose.

Under Criterion #2, the fixed dimensions of the property make it impossible to meet the required parking spaces.

Under Criterion #3, justice to Olivera's would be the development of its concept in the Portland community. Justice would also be served to the surrounding area based on the improvement of the existing property.

Under Criterion #4, the problem is created by the shape and size of the property which was already in existence.

Under Criterion #5, based on the use of the property the requested variance would not adversely affect either property to the east or west. In fact, it would enhance their properties and bring greater exposure based on the number of patrons that would visit Olivera's. The additional spaces that will be created will be adequate to sustain business.

City Manager Gorman stated that Olivera's is planning to add a curb cut to the car wash property adjacent to 1417 E. Grand River Ave. to allow traffic to access Bristie St. George Vroman, the owner of the car wash, was in attendance at the last Zoning Board of Appeals meeting and expressed his support for this project and the curb cut.

The Public Hearing was closed at 7:19 P.M.

Chairman Barnes opened the Public Hearing at 7:20 P.M.

City Manager Gorman stated that Jeff Brinks of Williams & Works has requested a variance from the off-street/front yard parking requirements for the C-3 District [Section 42-408 (b)] on behalf of McDonald's for the property at 1432 E. Grand River Ave.

Mr. Brinks presented the criteria for the variance request and stated the requested variance would facilitate the efficient and orderly operation of the business following the demolition of the existing restaurant to provide improved function that will benefit both McDonald's customers and motorists using the City streets.

Under Criterion #1, conformance with the parking setback standards would be unnecessarily burdensome due to the nature of McDonald's business which is driven by the convenience of both parking and drive-thru facilities. In order to provide a safe and consistent experience for customers, the parking arrangement and vehicle circulation needs to be arranged in an understandable manner, with parking in close proximity to the main entrance. The redevelopment of the property and the desire to consolidate and improve access to and from Grand River Ave. requires that the building and parking be oriented in a manner that causes the parking to be placed in the front yard setback. In this specific situation, the zoning requirement is unduly burdensome in allowing McDonald's to function at its best.

Under Criterion #2, the conditions which require the requested variance are unique to this property due to the fact that it is a unique property. The existing McDonald's property is too shallow to allow for efficient re-development in its current configuration. The current development has multiple drives and frequent back-ups of drive-thru traffic. The unique shape of the property, the fact that it is a corner lot, and that it has significant road frontage makes strict compliance with the ordinance untenable.

Under Criterion #3, granting of the variance would do substantial justice to the applicant as well as other property owners and the City generally. As proposed, the redevelopment will reduce curb cuts to Grand River Ave., improving circulation on McDonald's property as well as providing improved traffic flow on both Grand River Ave. and Bridge St.

Under Criterion #4, the problem was not created by the applicant. McDonald's has been at this location for 37 years. They desire to continue to be successful and to have a positive impact on the community and so have purchased additional, underutilized property that will improve the location they are in for themselves as well as for the community. The additional property is bounded by McDonald's and City streets. The combination of the new parcel with the existing McDonald's results in a property with fixed dimensions that must be accommodated by the proposed redevelopment.

Under Criterion #5, the granting of the requested variance is not in conflict with the spirit of the City's Zoning Ordinance. McDonald's will be removing an existing blighted property, removing multiple driveways, and constructing a continuous sidewalk along the Grand River Ave. and Bridge St. frontages. McDonald's will be improving open space and redesigning the property layout to provide a more orderly and better functioning development. Access will be greatly improved helping both the business and the traveling public. McDonald's will be removing existing, underutilized buildings and infrastructure and improving the landscaping and open space within the property. McDonald's will be removing multiple curb cuts and placing access away from the

intersection which will help reduce congestion on public streets as well as on McDonald's property. McDonald's is reducing the number of structures and needed services by removing an existing blighted facility. McDonald's is redeveloping existing properties. Public improvements and services are currently available and do not need to be extended.

Member Parsons asked if the curb cut to the adjacent Tom's Food Center property shown on the site plan would be made.

Mr. Brinks stated that in looking at the Grand River Access Plan they included the curb cut on the site plan to indicate McDonald's willingness to make the connection to the adjacent property.

The Public Hearing was closed at 7:30 P.M.

Under New Business, the Board considered the variance request from the off-street parking requirements for the C-3 District [Section 42-186 (c)] for the building located at 1417 E. Grand River Ave.

Motion by Graham, supported by Fedewa, to grant the variance request of 26 parking spaces from the off-street parking requirements for the C-3 District [Section 42-186 (c)] for the building located at 1417 E. Grand River Ave.

Yeas: Graham, Fedewa, Parsons, Barnes

Nays: None

Absent: Stahl

Approved.

The Board considered the request from the off-street/front yard parking requirement for the C-3 District [Section 42-408 (b)] for the building located at 1432 E. Grand River Ave.

Motion by Graham, supported by Fedewa, to approve the variance from the off-street/front yard parking requirement for the C-3 District [Section 42-408 (b)] for the building located at 1432 E. Grand River Ave. as requested.

City Manager Gorman noted that City staff does discuss with applicants why Ordinances cannot be adhered to. Other possibilities are considered.

The vote for the motion on the floor was held.

Yeas: Graham, Fedewa, Parsons, Barnes

Nays: None

Absent: Stahl

Approved.

Under Board Member Comments, Member Graham welcomed new Member Parsons.

There was discussion with Mr. Brinks about the construction process and McDonald's operations.

Motion by Parsons, supported by Fedewa, to adjourn the meeting at 7:44 P.M.

Yeas: Parsons, Fedewa, Graham, Barnes

Nays: None

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

Held on Thursday, September 17, 2015  
In Council Chambers at City Hall

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

Absent: Clement, Urie

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

Guests: Chris Tyler; Joe Borgstrom of the Michigan State Housing and Development Authority; and Laura Krizov of the Michigan Main Street Center

The meeting was called to order at 3:32 P.M.

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

Motion by Barnes, supported by Briggs, to approve the minutes of the August 13, 2015 meeting as presented.  
All in favor. Adopted.

Motion by Barnes, supported by Antaya to approve the Treasurer's Report as presented.  
All in favor. Adopted.

Mr. Borgstrom addressed the Board and noted that he wanted to "check in" and see how everything is going through the current transition process. The City of Portland has an 11-year relationship with the Main Street program.

Mayor BARNED stated that he is excited to have Director Perry on board full-time. He stated his interest in how other Main Street cities are doing and how they can all learn from each other to revitalize programs.

Mr. Borgstrom stated that there are 39 Main Street communities around the State of Michigan. Boyne City and Portland are the only remaining cities from the original appointments. He further gave an update on the other communities and what is happening.

There was discussion.

City Manager Gorman stated that he is evaluating Portland's Main Street program to ensure there are results. He further stated his support for the DDA and what it is trying to accomplish but would like to make it better and more efficient.

There was discussion about balancing the “party planning” and “economic development” aspects of the program. Mr. Borgstrom noted that this same discussion is taking place at the national level with the goal of focusing more on economic development.

There was discussion of holding a Main Street Exchange; similar to the City’s Mayor Exchange. Mayor Barnes suggested combining them.

Under New Business, Chair Dumas suggested moving Shelley Perry from interim to full-time status. He further stated that she is doing a good job and doesn’t feel the need to go through the interview process. He suggested she would be an at-will employee and would not be an employee of the City but would be eligible to participate with the City of Portland’s benefits. He further suggested that she start at the salary of \$40,000 per year that Patrick Reagan had when he left the position. The official start date would be October 1, 2015.

Motion by Dumas, supported by Antaya to move Shelley Perry from interim to full-time status based on the proposed employment agreement effective October 1, 2015.  
All in favor. Adopted.

City Manager Gorman stated that he is please to finality to the position. He further welcomed Mrs. Perry and that she is doing a great job.

Under the Director’s Report, Director Perry stated that the roof is complete at Fabiano’s River House Grill for which they were awarded a façade grant. The DDA is currently just waiting on the invoices to make payment.

There are some interested parties in the current grant round that is open until September 25, 2015.

There will be a Downtown History Walk with the Portland Area Historical Society on Sunday, October 25, 2015 to be held in conjunction with Halloween.

Director Perry further noted that she attended the Quarterly Training in Hart, MI on Tuesday and Wednesday. There were some very good workshops held on design.

Under Committee Reports, Director Perry reported that the Promotions & Marketing Committee held the Portland Pay Day prize drawing on Thursday, August 27, 2015 at the Thursdays on the Grand event.

She also reported that the Wine the Walk event held on Saturday, August 15, 2015 went very well although it was on the hottest day of the summer. This year’s event lost approximately \$600 rather than breaking even as it has in the past. There has been consideration given to moving the event to the fall.

Holidayfest will be held Saturday, December 5, 2015 this year and will feature many changes. The theme is “Old Time Christmas”. There will still be a light parade.

There was discussion of the event.

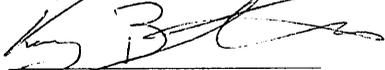
Committee Chair Margery Briggs reported that the Design Committee has opened the Sign Grant opportunity. Applications are due by September 25, 2015. The committee is considering revising the work plans based on the training that was attended in Hart. The committee is continuing to evaluate how to improve the cost and maintenance of the hanging baskets in the downtown.

Committee Chair Chris Tyler reported on the activities of the Economic Revitalization Committee. Emily Pantera from the Michigan Main Street Center will address the group on September 21, 2015 to determine if there is any help from a historical aspect for downtown businesses. The Business After Hours event, held in conjunction with the Portland Area Chamber of Commerce, will be held at the Wagon Wheel on October 1, 2015.

Committee Chair Barnes reported that the Organization and Finance Committee published the September 2015 On the Street Newsletter. Mayor Barnes also noted that the date of the Volunteer Recognition Event date is being determined and invitations will be sent. A 5k run will be held with Willemin Chiropractic on October 10, 2015 in conjunction with the Healthy Portland event being held at City Hall. The Facebook page is now at almost 2,006 likes and is growing consistently.

Motion by Antaya, supported by Blastic, to adjourn the meeting at 4:24 P.M.  
All in favor. Adopted

Respectfully submitted,



Kory Blastic, Secretary



Date: October 15, 2015

**REPORT OF FUNDS IN DDA AS OF: September 11, 2015**

**PRINCIPAL & INTEREST ACCOUNT**

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>9/11/2015</u>	\$ 8,600.07
INTEREST EARNED:	\$ 5.94
DEPOSITS:	
Transfer from Regular Account for Bond Principal and Interest Escrow	<u>\$ 19,215.00</u>
<b>NEW BALANCE: <u>10/9/2015</u></b>	<b><u>\$ 27,821.01</u></b>

**REGULAR ACCOUNT**

PREVIOUS BALANCE: <u>9/11/2015</u>	\$ 42,834.58
INTEREST EARNED:	\$ 1.00
DEPOSITS:	
Alliance Beverage - Deposit Return	\$ 271.20
Transfer #3 - DDA Capture	\$ 171,829.68

**CHECKS WRITTEN:**

Ck No. Payee:	<u>AMOUNTS</u>
1505 HOMETOWN SPORTS, INC - Color Run T-shirt	\$ 840.00
WILLIAM FABIANO - Façade Grant (DDA)	\$ 4,646.31
MICHIGAN.COM - Beerfest Add	\$ 225.00
PATRICIA M. PERRY - Contractual Service September, Quarterly training Michigan Main Street	\$ 3,005.94
CITY OF PORTLAND - On the Street and Postage	<u>\$ 60.94</u>
<b>TOTAL CHECKS</b>	<b>\$ (8,778.19)</b>

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

**NEW BALANCE: 10/9/2015** **\$ 186,943.27**

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

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2015**

Chief Knobelsdorf			
<b><u>Total Calls Responded To:</u></b>	<b>11</b>	<b><u>Traffic Stops</u></b>	
Dispatched	10	Total Stops	14
Patrol Originated	0	Traffic Citations	2
Assist to PPD	1	Verbal Warnings	12
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	0		
		<b><u>Citizen Contacts</u></b>	
<b><u>Arrests</u></b>		Business Contacts	18
Misdemeanor Arrests (# of persons)	0	Patrol Contacts	55
Misdemeanor Charges	0		
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	5075
Felony Charges	0	Preventative Patrol	2320

Sgt Ludwick - LTD			
<b><u>Total Calls Responded To:</u></b>	<b>0</b>	<b><u>Traffic Stops</u></b>	
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		
		<b><u>Citizen Contacts</u></b>	
<b><u>Arrests</u></b>		Business Contacts	0
Misdemeanor Arrests (# of persons)	0	Patrol Contacts	0
Misdemeanor Charges	0		
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	0
Felony Charges	0	Preventative Patrol	0

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2015**

Officer Teitsma			
<b><u>Total Calls Responded To:</u></b>	<b>23</b>	<b><u>Traffic Stops</u></b>	
Dispatched	19	Total Stops	1
Patrol Originated	2	Traffic Citations	0
Assist to PPD	0	Verbal Warnings	2
Assist to Fire / EMS	2	Parking Citations	0
Assist Other Depts	0		
<b><u>Arrests</u></b>		<b><u>Citizen Contacts</u></b>	
Misdemeanor Arrests (# of persons)	1	Business Contacts	21
Misdemeanor Charges	1	Patrol Contacts	73
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	5315
Felony Charges	1	Preventative Patrol	4870

Officer Thomas			
<b><u>Total Calls Responded To:</u></b>	<b>33</b>	<b><u>Traffic Stops</u></b>	
Dispatched	20	Total Stops	9
Patrol Originated	2	Traffic Citations	7
Assist to PPD	3	Verbal Warnings	5
Assist to Fire / EMS	2	Parking Citations	0
Assist Other Depts	6		
<b><u>Arrests</u></b>		<b><u>Citizen Contacts</u></b>	
Misdemeanor Arrests (# of persons)	3	Business Contacts	14
Misdemeanor Charges	3	Patrol Contacts	66
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	4877
Felony Charges	0	Preventative Patrol	4543

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2015**

Officer Groenhof			
<b><u>Total Calls Responded To:</u></b>	<b>18</b>	<b><u>Traffic Stops</u></b>	
Dispatched	9	Total Stops	24
Patrol Originated	5	Traffic Citations	7
Assist to PPD	1	Verbal Warnings	21
Assist to Fire / EMS	1	Parking Citations	0
Assist Other Depts	2		
<b><u>Arrests</u></b>		<b><u>Citizen Contacts</u></b>	
Misdemeanor Arrests (# of persons)	8	Business Contacts	23
Misdemeanor Charges	9	Patrol Contacts	70
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	5300
Felony Charges	0	Preventative Patrol	3850

Officer Fandel			
<b><u>Total Calls Responded To:</u></b>	<b>14</b>	<b><u>Traffic Stops</u></b>	
Dispatched	9	Total Stops	19
Patrol Originated	1	Traffic Citations	7
Assist to PPD	0	Verbal Warnings	17
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	4		
<b><u>Arrests</u></b>		<b><u>Citizen Contacts</u></b>	
Misdemeanor Arrests (# of persons)	1	Business Contacts	11
Misdemeanor Charges	1	Patrol Contacts	39
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	1	Time Assigned	4725
Felony Charges	1	Preventative Patrol	5975

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2015**

<b>Officer Venton (part - time)</b>			
<b><u>Total Calls Responded To:</u></b>	<b>4</b>	<b><u>Traffic Stops</u></b>	
Dispatched	2	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	2		
<b><u>Arrests</u></b>		<b><u>Citizen Contacts</u></b>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	2
Misdemeanor Charges	0	Patrol Contacts	11
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	665
Felony Charges	0	Preventative Patrol	1015

<b>Officer Burkhardt (part - time)</b>			
<b><u>Total Calls Responded To:</u></b>	<b>5</b>	<b><u>Traffic Stops</u></b>	
Dispatched	4	Total Stops	10
Patrol Originated	0	Traffic Citations	0
Assist to PPD	0	Verbal Warnings	10
Assist to Fire / EMS	1	Parking Citations	0
Assist Other Depts	0		
<b><u>Arrests</u></b>		<b><u>Citizen Contacts</u></b>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	3
Misdemeanor Charges	0	Patrol Contacts	16
Juvenile Apprehensions	0	<b><u>Minutes</u></b>	
Felony Arrests (# of persons)	0	Time Assigned	1400
Felony Charges	0	Preventative Patrol	1900

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2015**

**Calls for Service**

Dispatched	73
Patrol Originated	10
Assist to PPD	5
Assist to Fire / EMS	6
Assist Other Depts	14

**Traffic Stops**

Total Stops	58
Traffic Citations	16
Verbal Warnings	50
Parking Citations	0

**Arrests**

Misdemeanor Arrests (# of persons)	13
Misdemeanor Charges	14
Juvenile Apprehensions	0
Felony Arrests (# of persons)	1
Felony Charges	2

**Citizen Contacts**

Business Contacts	92
Patrol Contacts	330

***Noteworthy***

Officer Thomas investigated a complaint of a traffic crash on Maynard Rd causing damage to personal and City property. The driver attempted to flee the scene of the crash until the vehicle became disabled at which point the driver and any occupants fled on foot. Follow up investigation located the driver of the crash, a confession was obtained, and an arrest was made.

On September 28, 2015, Chief Knobelsdorf responded to a report of a semi truck on fire as well as a multiple car crash on I96 between Grand River Ave and Cutler Road. The highway was shut down causing traffic to be diverted using the I-96 emergency route through Portland. To add to the matter, additional construction was taking place on E Grand River east of the Portland City limits. This led to traffic congestion on E Grand River and Kent St as drivers were making their detours; however, there were no reports of additional crashes or traffic related issues with the exception of time delays.

***Assists to Other Police Agencies:***

***September 4, 2015,*** Assist to MSP with a traffic stop on I96 / Kent St that included a car that had been stolen at gun point.

***September 5, 2015,*** Assist to IOSH with a report of a man being stabbed in the abdomen and being chased on foot by a suspect on Bippley Rd near Petrie Rd.

***September 6, 2015,*** Assist to IOSH to check on a suspicious vehicle at the St Andrew Lutheran Church on Kent St.

***September 12, 2015,*** Assist to MSP with the investigation of objects being thrown off the overpass on I 96 / Peake Rd.

***September 18, 2015,*** Assist to IOSH with an OWI crash on Peake Rd near E Grand River Ave

***September 20, 2015,*** Assist to to MSP with an unknown crash on I96 near Cutler Rd.

***September 21, 2015,*** Assist to MSP with on I96 / Kent St with a trailer that had come disconnected from a vehicle.

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
SEPTEMBER 2015**

**September 21, 2015,** Assist to Franklin Police Department on VanBuren Rd as no other county-wide units were available.

**September 26, 2015,** Assist to MSP on E Grand River Ave / Peake for a car / deer crash and a subject run over by a vehicle.

*\* Please see the next page for a breakdown and explanation of the calls for service \**

### Non-Arrestable Offenses

Assist to Ambulance	4
Civil Disputes	5
Found Property	5
Health and Safety	3
Juvenile Problem (non-arrestable)	1
Mental Health	1
Suspicious Situation *	18
Traffic Accident	5
Vehicle Unlock	3

*\* Calls where complaint deemed suspicious or non criminal after investigation but does not reach level of criminal activity. Examples include unfounded alarms, 911 hang up calls, suspicious vehicles, unwanted subjects, open doors, loud music, etc*

### Arrestable Offenses \*\*

	<u>Complaints</u>	<u>Arrests Made</u>
Assaults	3	
Breaking and Entering	1	
Counterfeit	1	
Disorderly Conduct	3	
Embezzlement	1	
Fraud (not related to skimming)	3	
Traffic offense (misd/felony)	5	4
Larceny	6	
License Violation	1	1
Ordinance Violation	3	
OWI	1	1
Warrant	5	5

*\*\* Not indicative to the number of persons arrested or victims affected. Reflects arrests made during initial call or within reporting month. Requests for warrants may have been made to prosecuting attorney.*

# **PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR SEPTEMBER 2015**

## **NPDES COMPLIANCE**

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

## **OPERATIONS**

The WWTP treated and discharged **9.4 million gallons** for the month of September.

The Boiler/Heat exchanger went into reset indicating that there was a problem with the equipment. Pleune's was contacted to diagnose and repair the problem. I also noticed at this time that the boiler was due for the annual inspection by Pleune's. They found the problem to be the small water recirculation motor. I ordered a replacement motor and installed it ourselves. Pleune's was then able to come back and complete the boiler inspection.

The annual MIOSHA Hoist inspection was performed by Star Crane & Hoist. The overhead Crane and our portable ratchet hoist were found to be in good condition and were approved for another year.

Dave Schipper from the MDEQ Biosolids stopped in to see how our Biosolids and storage were doing. I let him know that we have an upcoming haul and land application and that we would be fine until the sludge is hauled. Synagro was in shortly after his visit and hauled our Biosolids for land application.

All of the information needed for the generator needed at the Riverside Lift Station was assembled and presented to City Council for a Resolution. This was approved to proceed. F&V will have to conduct a survey and prepare a site plan. They will then be able to apply for the two permits that will be needed from the MDEQ. They will be providing a drawing for the foundation pad for the generator to set on. Paul Galdes advised that the one MDEQ permit could take as long as 90 days or more for approval and that we may not be able to proceed until early spring due to frost in the ground.

Late last summer the individual from the MML that performs the walk thru to advise of anything that has to be correct to avoid any MIOSHA violations recommended that a stair railing be installed to the steps that lead down to the existing drying beds. Due to the width of the steps, two railings were required. The railings have been installed and meet MIOSHA and ADA standards.

The membrane roof on the #2 storage digester is now 25 plus years old. I recently noticed that the material is becoming brittle and weathered. The Dura Last Company that provided the material was contacted to see if we could apply any coatings to prolong the life of the membrane. A representative from their company came to the plant to provide us with free evaluation of the membrane and any recommendations. He pointed out a couple of cuts and punctures which we have temporarily filled to get us through the winter. He provided a rough estimate of the cost to replace the membrane. I will be including this in my next year's budget. If this membrane should fail completely, there could be additional structural damage which could lead to some major repairs and cost.

The #1 Return Activated Sludge (RAS) submersible pump started having Variable Frequency Drive (VFD) faults which indicated on the display that there was a grounded – short circuit. The pump was removed from service while the #2 pump continues to return activated sludge to the aeration tanks. Arrangements were made for Hydro Dynamics to pick-up the pump to take it in for repairs. They found that the mechanical seal had failed. I reminded Bob Shimmin at Hydro Dynamics that this pump had been in one year ago for the same problem and asked if the seal and there work was warranted. He checked with ABS and the seal is being provided while we will be responsible for the labor and any other repairs if needed. This pump will soon be back to place it into service again.

The old wooden sign on the side of the Service Building was in very bad repair. A new metal sign with the City logo was purchased from Dornbos Sign and has been installed to the side of the building.

### **Maintenance & Capitol Expenses for September 1, 2015 to September 30, 2015**

ITEM	COST
Tom's Do It Center – Distilled Water for lab & Misc. Hardware	\$ 121.82
Star Crane & Hoist – Annual MIOSHA hoist inspection	\$ 180.00
Grainger Ind. Supply - Motor & Fuses	\$ 622.86
Motion Industries – Grease	\$ 35.30
NCL – Lab chemicals and supplies	\$ 797.23
MTech – Surge Protectors for Cues Mainline Camera	\$ 42.22
MWEA – Doug Process Seminar Fee	\$ 125.00
Dornbos Sign – New sign for the WWTP	\$ 425.88
Kendal Electric – New power cord for the Anoxic Mixer Motor	\$ 103.91
	<hr/>
<b>Total Expenses</b>	<b>\$ 2454.22</b>
<b>Total Spent YTD</b>	<b>\$ 7353.35</b>



STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

KEVIN ELSENHEIMER  
EXECUTIVE DIRECTOR

October 2, 2015

Mr. Antonio Aguilar, Reviewer  
Tax Incentives Program  
Heritage Preservation Services  
National Park Service  
1849 C Street NW (org.2255)  
Washington DC 20240-0001

PROJECT: Portland School, 306 Brush Street, Portland, Ionia Co., MI 48875  
MI Project #: TX15-1005 NPS Project #:

Dear Mr. Aguilar:

The Historic Preservation Certification Application, Part 1, for the above project is enclosed, together with the State Review Sheet.

The building significance appears to honor the eligibility of the proposed individual listing of the Portland School for the National Register of Historic Places. We recommend the approval of this historic structure (Part 1) certification request.

Please contact Robbert McKay (517) 335-2727 if you have any questions regarding this review.

Sincerely,

Brian D. Conway  
State Historic Preservation Officer

Enclosure(s)

C: David Cooper, Jr., Portland LDHA LP, 229 Huber Village Blvd., Suite 100, Westerville, OH 43081  
Heather DeKorte, SME Inc., 4705 Clyde Park Ave SW, Grand Rapids, MI 49509  
Tax Act

BDC/REM/CLS



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
LANSING

KEVIN ELSENHEIMER  
EXECUTIVE DIRECTOR

October 9, 2015

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

Dear Mr. Gorman:

The Tax Reform Act of 1986 established the Low Income Housing Tax Credit Program to assist owners and developers in the provision of rental housing for low-income households. The tax credit program provides a reduction in the federal tax liability for individuals and corporate investors in low-income rental housing for a ten-year period. In return, the owner must set aside a minimum of either 20% of the units in a project for families with incomes of 50% or less of the area median income, or 40% of the units for families with incomes of 60% or less of the area median income, as determined by the Department of Housing and Urban Development.

The purpose of this letter is to inform you that the Michigan State Housing Development Authority (MSHDA), the tax credit allocating agency for the State of Michigan, has issued a Reservation for Low Income Housing Tax Credits to Portland School LDHA LP, (contact person: David Cooper, Jr.) the developer of **Portland School**, located at 306 Brush Street in Portland, Michigan.

If you would like to comment on the proposed project, please do so in writing within the next two weeks. If you have any questions regarding the project or the Low Income Housing Tax Credit Program, please contact LIHTC staff at (517) 373-6007.

Sincerely,

A handwritten signature in blue ink, appearing to read "Andrew Martin".

Andrew Martin  
Allocations Manager  
Low Income Housing Tax Credit Program

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)										Month of September 2015	
Type of Call	Danby Twp Alarms	Danby Twp Manhours	Portland Twp Alarms	Portland Twp Manhours	City Portland Alarms	City Portland Manhours	Truck	Apparatus	Response Amount		
Ambulance/Police Assits							Engine # 1		1		
Dwelling							Engine # 7				
Vehicle Fire							Engine # 11		2		
Industrial/Commercial Fire							Tanker # 9		1		
Wildland/Grass Fire							Brush # 6				
Garage/Storage Building Fire							Brush # 8		1		
Barn Fire							Brush # 12				
Tree Down							Light/Air # 2				
Power Line/transformer	1	12					Command 10				
Accidents			1	10	2	13					
Rescue/Extrication/Water							Car # 4		2		
Smoke Alarm					1	9	Quad # 51				
Natural Gas/CO2 Leak					2	19	Marine # 3				
Tornado Warning											
<b>Total for Month</b>	<b>1</b>	<b>12</b>	<b>1</b>	<b>10</b>	<b>5</b>	<b>41</b>	<b>Year</b>				
<b>Total for Year</b>	<b>10</b>	<b>202</b>	<b>10</b>	<b>210</b>	<b>32</b>	<b>533</b>	<b>Engine # 1</b>		<b>19</b>		
Mutual Aid Given							Engine # 7				
Grand Ledge				Mutual Aid Received			Engine # 11		23		
Westphalia				Grand Ledge			Tanker # 9		18		
Berlin/Orange				Westphalia			Brush # 6		8		
Roxand Township				Berlin/Orange			Brush # 8		7		
Lyons/Muir				Roxand Twp.			Brush #12		3		
Pewamo				Lyons/Muir			Light/Air # 2		2		
Sunfield				Pewamo			Command 10		2		
Delta Fire				Sunfield			Car # 4		23		
Other				Delta Fire			Quad # 51		1		
<b>Totals for Month</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Totals for Month</b>			<b>Marine # 3</b>		<b>2</b>		
<b>Totals for Year</b>	<b>6</b>	<b>267</b>	<b>6</b>	<b>Totals for Year</b>			<b>3 Total</b>		<b>108</b>		
	Alarms	Manhours									
<b>Total for Month</b>	<b>7</b>	<b>63</b>									
<b>Total for Year</b>	<b>61</b>	<b>1212</b>									
<b>Training for September 2015</b>	<b>Manhours</b>	<b>84</b>	<b>Training for Year</b>	<b>Manhours</b>	<b>547</b>	<b>Reported By</b>	<b>Nick Martin, Fire Marshal</b>				



PORTLAND FIRE DEPARTMENT RUN SHEET

**DATE** 9/13/2015 **Run #** 15-056

**Owner** Marlynn Pingle  
**Address** 632 Kent St  
**City** Portland **State** MI **Zip** 48875 **Phone #** 647-0038

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

**Township** City **Section #**

**Times**

Received 19:59 In service 20:02 On Scene 20:05 Controlled 20:06  
Cleared 20:25 Back In Ser. 20:59

Total Hrs 1 Total Man Hours 9

**Description of Response** C/O Alarm was going off in the residence even after the homeowner changed the batteries. Monitor for air value = 0.

**Location of Response** 632 Kent St

**Units Responding** Car 4  
E-11

**Mutual Aid Received** None

**Personnel Responding: ( \* denotes personnel on scene)**

Chief	Baker*	Asst Chief	Captain
Captain		1st Lt Logel	2nd Lt
	1 Martin	2 Czaika*	3 Waltersdorf - AMB
	4 Schafer J-AMB	5 Schafer G	6 Vanhorn
	7 Shaltry*	8 Weiler*	9 Schroeder
	10 Miller*	11	12
	13	14	15
	16	17	18
	19	20	21
	22	23	24

**Reported By** Czaika

PORTLAND FIRE DEPARTMENT RUN SHEET

**DATE** 9/26/2015 **Run #** 15-059

**Owner** John Sheehen  
**Address** 243 Church St  
**City** Portland **State** MI **Zip** 48875 **Phone #**

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

**Township** City **Section #**

**Times**  
Received 10:33 In service 10:41 On Scene 10:43 Controlled 11:33  
Cleared 11:33 Back In Ser. 12:33

Total Hrs 2 Total Man Hours 20

**Description of Response** Natural Gas Leak- Owner Hit Line while drilling the ground to put in posts without calling miss dig to mark utilities.

**Location of Response** 243 Church St

**Units Responding** E-11

**Mutual Aid Received** NONE

**Personnel Responding: ( \* denotes personnel on scene)**

Chief	Asst Chief	Gensterblum*	Captain	Kirzov*
Captain	1st Lt	Logel	2nd Lt	
1 Kim PC		2 Martin		3 Waltersdorf
4 Czaika		5 Vanhorn		6 Shaltry*
7 Weiler*		8 Schroeder		9
10		11		12
13		14		15
16		17		18
19		20		21
22		23		24

**Reported By** Czaika

# IONIA COUNTY BOARD OF COMMISSIONERS

October 13, 2015 - 4:00 p.m.  
Commissioners' Meeting Room – Courthouse – 3<sup>rd</sup> 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. 2016 Budget Hearing
  - B. Adopt 2016 Budget Resolution
  - C. 2016 SCAO Michigan Drug Court Grant Program Agreement
  - D. 2016 SCAO Michigan Drug Court Grant Program Sub-Contract Agreements
    1. Comprehensive Recovery Services
    2. North Kent Guidance
    3. Mary Bliss
    4. Sean Burns
    5. Tammy McQueen
    6. Viewpointe Counseling
    7. 61<sup>st</sup> District Court
    8. Ionia County Health Department
  - E. Amended Community Corrections Cognitive Behavior Class Facilitation Agreement
  - F. Acknowledgment of PA116 – Boersen Farms Properties LLC
  - G. Agreement with Michigan Department of Community Health
  - H. Mid-State Health Network Substance Use Disorder Agreement
  - I. Health Department Collection Agency Agreement
  - J. Clean Sweep Program Grant Agreement
  - K. Transfer of Delinquent Tax to General Fund Designated Fund
  - L. Request to Purchase Property from the City of Ionia

- M. Acknowledgment of Applications for Appointment
1. Board of Canvassers – Two four-year terms – one representative from Republican Party, one representative from Democratic Party
  2. Commission on Aging – Fill vacancy for term expiring September 2018
  3. Community Mental Health – Fill vacancies, one term expiring March 2018, and one term expiring March 2016
  4. Construction Board of Appeals – Five two-year terms
- N.

**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**

- A. Union Negotiations – Corrections Command Unit
- B. Union Negotiations – Deputy Command Unit

**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 2018.
- Community Mental Health Services Board – Two three-year term, one expiring March 2016, one 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 November 2015:** None

**Appointments for consideration in the month of December 2015:**

- *Central Area Michigan Works Consortium* – Two two-year terms.
- *Central Dispatch Board of Directors* – Two two-year terms.
- *Substance Abuse Initiative* – Four two-year terms, one from each of the following Commissioner Districts: District 1, District 2, District 6 and District 7.
- *West Michigan Regional Planning Commission* – One one-year term, and is a Private Sector Representative.
- *West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee* – Two two-year terms, one which serves as a Public Sector Representative and one which serves as a Private Sector Representative.