



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

7:00 P.M. Monday, April 18, 2016
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

| <u>Estimated Time</u> | | <u>Desired Outcome</u> |
|-----------------------|--|------------------------|
| 7:00 PM | I. <u>Call to Order</u> | |
| 7:01 PM | II. <u>Pledge of Allegiance</u> | |
| 7:02 PM | III. <u>Acceptance of Agenda</u> | Decision |
| 7:03 PM | IV. <u>Public Comment</u> (5-minute time limit per speaker) | |
| 7:08 PM | V. <u>City Manager Report</u> | |
| 7:15 PM | VI. <u>Presentations</u> A. DDA/Main Street Director Perry – Downtown Report | |
| | VII. <u>Public Hearing(s)</u> - None | |
| | VIII. <u>Old Business</u> - None | |
| 7:20 PM | IX. <u>New Business</u> A. Motion to Go Into Closed Session as Permitted by the Michigan Open Meetings Act to Discuss the Proposed Collective Bargaining Agreement (Requires a 2/3 Majority by Roll Call Vote) | Decision |
| 7:28 PM | B. Proposed Resolution 16-23 Approving a Cost of Living Adjustment, Health Insurance Reforms and Pension Plan Reforms for Non-Union City Employees | Decision |
| 7:30 PM | C. Proposed Resolution 16-24 Approving the Agreements Between the City of Portland and the City Employees Represented by the Police Officers Labor Council (POLC) and the Chapter of the Governmental Employees Labor Council (GELC) | Decision |
| 7:33 PM | D. Proposed Resolution 16-25 Approving the City of Portland's Participation in the MERS Uniform 457 Supplemental Retirement Program | Decision |
| 7:35 PM | E. Proposed Resolution 16-26 To Schedule a Special Meeting of the City Council for a Budget Workshop | Decision |
| 7:36 PM | F. Proposed Resolution 16-27 Setting a Public Hearing on the Budget Proposed for Fiscal Year 2016-2017 | Decision |
| 7:37 PM | G. Proposed Resolution 16-28 Approving, Authorizing, and Directing The Mayor and Clerk to Sign Ambulance Services Agreements with Danby Township, Portland Township, Westphalia Township, Orange Township, Lyons Township, the Village of Westphalia, the Village Of Pewamo, and Sebewa Township and Approving the Care Plan Membership Agreement Form | Decision |

| <u>Estimated Time</u> | | <u>Desired Outcome</u> |
|-----------------------|--|------------------------|
| 7:39 PM | H. Proposed Resolution 16-29 A Resolution of Financial Assurance of Local Funds for the City of Portland’s Grand River Avenue Improvement Project from Cutler Road to I-96 and Area-Wide Preventative Maintenance Improvements | Decision |
| 7:42 PM | I. Proposed Resolution 16-30 A Resolution of Financial Assurance of Local Funds for the City of Portland’s Grand River Avenue Improvement Project from I-96 to Bristie Street | Decision |
| 7:44 PM | J. Proposed Resolution 16-31 A Resolution of Financial Assurance of Local Funds for the City of Portland’s Grand River Avenue Improvement Project from Bristie Street to Bridge Street | Decision |
| 7:46 PM | K. Proposed Resolution 16-32 Approving Michigan Pavement Markings LLC’s Bid for 2016 Street Painting | Decision |
| 7:48 PM | L. Proposed Resolution 16-33 A Resolution of Intent to Vacate the Undeveloped Portion of Marshall Street Situated Southeast of Grove Street | Decision |
| 7:52 PM | <p>X. <u>Consent Agenda</u>–</p> <p>A. Minutes & Synopsis from the Regular City Council Meeting held on April 4, 2016</p> <p>B. Payment of Invoices in the Amount of \$38,452.72 and Payroll in the Amount of \$141,302.22 for a Total of \$179,754.94</p> <p>C. Purchase Orders over \$5,000 - None</p> | Decision |
| | <p>XI. <u>Communications</u>–</p> <p>A. Water Department Report for March 2016</p> <p>B. Wastewater Department Report for March 2016</p> <p>C. Police Department Report for March 2016</p> <p>D. WOW! Communication re: rebranding</p> <p>E. Ionia County Board of Commissioners Agenda for April 12, 2016</p> <p>F. Ionia County Board of Commissioners Agenda for April 19, 2016</p> <p>G. MPSC Notice of Hearing for Consumers Energy</p> | |
| 7:53 PM | XII. <u>Other Business</u> - None | |
| 7:55 PM | XIII. <u>City Manager Comments</u> | |
| 8:00 PM | XIV. <u>Council Comments</u> | |
| 8:05 PM | XV. <u>Adjournment</u> | Decision |

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-23

A RESOLUTION APPROVING A COST OF LIVING ADJUSTMENT, HEALTH INSURANCE REFORMS AND PENSION PLAN REFORMS FOR NON-UNION CITY EMPLOYEES

WHEREAS, the City has agreed to tentative collective bargaining agreements with the City Employees represented by the Police Officers Labor Council (POLC), as well as City Employees represented by the Governmental Employees Labor Council (GELC) for the period July 1, 2016 through June 30, 2019; and

WHEREAS, the City Manager has met with representatives of the non-union employees to discuss revising compensation and benefits for non-union employees and recommends that the City Council approve the cost of living wage adjustments, health insurance reforms and pension plan reforms, as summarized in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the City Manager's recommendation to approve the cost of living wage adjustments, health insurance reforms and pension plan reforms, as summarized in the attached Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: April 18, 2016

Monique I. Miller, City Clerk

WAGE AND BENEFIT MODIFICATIONS FOR NON UNION EMPLOYEES

WAGES:

- Effective July 1, 2016, wages shall increase by three percent (3%) at all levels and classifications.
- Effective July 1, 2017, wages shall increase by three percent (3%) at all levels and classifications.
- Effective July 1, 2018, wages shall increase by three and one half percent (3.5%) at all levels and classifications.

PENSION:

Effective July 1, 2016, Employees in the MERS Plan B4 with the F50/25 waiver hired before July 1, 2010 must contribute a percentage of gross wages each payroll into the MERS retirement plan according to the following scale:

- July 1, 2016 Increase of 1% for a maximum contribution of 1%
- July 1, 2017 Increase of 1% for a maximum contribution of 2%
- July 1, 2018 Increase of 1% for a maximum contribution of 3%

INSURANCE:

See attached summary.

Exhibit

A

CITY OF PORTLAND
SUMMARY OF EMPLOYEE BENEFITS EFFECTIVE MAY 1, 2016

GROUP MEDICAL PLAN (All Full-Time Employees and Eligible Retirees-Contributory)

BCBSM PPOHSA

Preventive Services paid 100% in-network with no deductible.

In-Network: 100% after Deductible: \$2,700/Individual and \$5,400/Two-person or Family

Out of Pocket Maximum: \$5,000/Individual and \$10,000/Two-person or Family

Out of Network: 80% after Deductible: \$5,400/Individual and \$10,800/Two-person or Family

Out of Pocket Maximum: \$10,000/Individual and \$20,000/Two-person or Family

All services except preventive are subject to deductible. The deductible paid by all members will be combined to satisfy the family deductible, but one individual member cannot contribute more than the individual deductible amount toward the family deductible.

Prescription Copay: \$15/\$50/50%/20%/25% **after deductible**

Health Savings Account (HSA): Employer contributes \$1,040 to the HSA account for individual coverage and \$2,080 to the HSA account for two person or family coverage.

Health Reimbursement Account (HRA): The employer will reimburse 80% of the remaining deductible after employee meets \$1,300 of the deductible for individual coverage or \$2,600 for two-person/family coverage.

GROUP DENTAL PLAN (All Full-Time Employees-Contributory)

Delta Dental

Preventive Services 100%

Basic Services 90%

Major Services 50%

Orthodontia 50%

Annual Deductible \$0

Annual Maximum: \$1,000 per covered member

Orthodontic Lifetime Maximum: \$1,000 per covered child through age 18

GROUP VISION PLAN (All Full-Time Employees-Contributory)

Security Life

Services from a Vision Service Plan (VSP) network provider:

Exam: \$10 Copay (one every 12 months)

Lenses and Frames: \$10 Copay combined (one frame every 24 months, lenses every 12 months)

Contact Lenses: \$130 allowance applied toward contact lenses and fitting

Member will pay more out of pocket at a non-participating provider

GROUP LIFE AND AD&D BENEFIT (Paid 100% by Employer for All Full-Time Employees and Retirees on prior plan. Retirees who retired later eligible for contributory plan.)

Standard Insurance Company

Active: \$50,000 (no reduction due to age)

Retirees: Plan 1: Non-Contributory Life/AD&D \$5,000 benefit (no reduction due to age)

Plan 2: Contributory Life Only: \$5,000 benefit (no reduction due to age)

LONG TERM DISABILITY BENEFIT (Paid 100% by Employer for All Full-Time Employees)

Standard Insurance Company

Elimination Period: 30 days

66⅔% of first \$3,750 of pre-disability monthly earnings reduced by deductible income

Maximum Monthly Benefit: \$2,500 before reduction by deductible income

Maximum Benefit Period: 2 years (65 or younger)

Class 1 (Public Safety): Own Occupation: 12 months, then any gainful occupation to end of benefit period

Class 2 (All Other Members): Own Occupation to end of maximum benefit period

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-24

**A RESOLUTION APPROVING THE AGREEMENTS BETWEEN THE CITY OF
PORTLAND AND THE CITY EMPLOYEES REPRESENTED BY THE POLICE
OFFICERS LABOR COUNCIL (POLC) AND THE CHAPTER OF THE
GOVERNMENTAL EMPLOYEES LABOR COUNCIL (GELC)**

WHEREAS, the City Manager met with representatives of the Police Officers Labor Council (POLC) and representatives of the Portland Chapter of the Governmental Employees Labor Council (GELC) to negotiate terms for a new contract; and

WHEREAS, after several meetings the City Manager and the POLC bargaining committee came to a tentative agreement that was later ratified by the City Employees represented by POLC, a copy of which is attached as Exhibit A; and

WHEREAS, after several meetings the City Manager and the GELC bargaining committee came to a tentative agreement that was later ratified by the City Employees represented by GELC, a copy of which is attached as Exhibit B; and

WHEREAS, the City Manager recommends that the City Council approve the proposed agreements, copies of which are attached as Exhibit A and Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the proposed agreements attached as Exhibit A and Exhibit B and the City Manager is directed to prepare and Mayor and City Clerk are authorized to sign the new agreements between the City and the City of Portland Employees Chapter of the GELC and the POLC consistent with this Resolution.
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: April 18, 2016

Monique I. Miller, City Clerk

Police Officers Labor Council Portland Police Unit

Final SETTLEMENT - April 12, 2016

- Add a table of contents to the CBA for ease of use/reference.

- Article 3, Section 1. Union Dues

All employees in the bargaining unit shall be required, as a condition of continued employment, after they have completed thirty-one (31) days of continuous employment, to either become and remain members in good standing of the union or pay a representation fee to the Union, which sum shall accurately represent the amount for said employees due the Union as their fair share of the costs attributable to negotiating the terms of this agreement, which sum shall not include, by way of example but not by way of limitations, state, national, or other dues and assessments, or other amounts for Union activities. The regular monthly dues, including the representation fee shall be established by the POLC per their bylaws plus \$3.00 per Officer for local Union dues. ~~At the time of execution of this Agreement, the regular monthly Union dues are \$50.25 per officer, including the representation fee and the \$3.00 per officer for local Union dues. However, the Union, pursuant to its constitution and by-laws, may raise the dues accordingly.~~ The requirement set forth above shall become effective thirty (30) days after the execution of this Agreement.

- Article 5, Section 9. Discipline

When imposing any discipline, the Employer will not take into account any prior infractions which occurred more than four (4) years prior to the incident giving rise to the current discipline. In the event an employee completes four (4) years of service without a disciplinary action, letters of discipline over four (4) years old shall be permanently removed from the employee's personnel file upon request.

**Exhibit
A**

- Article 10, Section 1 Sick leave

- F. Sick leave benefits may not be taken in units of less than one **-half (1/2)** hour.
- I. For illnesses that extend more than thirty (30) calendar days, an employee ~~must~~ **may** apply for long-term disability.

- Article 11, Section 1 Vacation Schedule

All employees will be granted vacation in accordance with the following schedule:

| <u>Years</u> | <u>Vacation Hours</u> |
|--|-----------------------|
| 1 year up to 5 years | 80 hours |
| 5 years up to 10 years | 120 hours |
| 10 years up to 15 years | 160 hours |
| For those hired prior to September 1, 1998: | |
| 15 years plus | 200 hours |

Vacation time may be taken in one-**half (1/2)** hour periods, and any lesser amount of actual time off will be considered as one-**half (1/2)** hour.

Employees separated from the City shall be paid at their normal salary rate for their unused vacation, except that employees separated during their probationary period will not be entitled to any vacation pay. Employees hired after September 1, 1998, shall not be entitled to vacation in excess of one hundred and sixty (160) hours.

- Article 11, Section 2 Vacation Pay

Vacation pay shall be computed at the employee's present rate of pay. Employees are encouraged to take annual vacations. **An employee may accumulate up to eighty (80) hours vacation, provided the employee must take at least forty (40) vacation hours each year** ~~and will not be compensated for unused accrued vacation for the first 80 hours earned each year (use it or lose it),~~ except in the year of retirement or separation from

service. Employees will be paid for all accumulated vacation hours in excess of eighty (80) hours at their current salary rate in the first pay period beginning on or after their anniversary date of hire. Such determination will be made prior to crediting new earned vacation.

- Article 11, Section 3 Extra Day

~~If a legal holiday falls within an employee's vacation, he will be given 8 hours of holiday credit and need not use vacation hours. An employee working a ten (10) hour shift may supplement the holiday credit with 2 hours of vacation time to be paid for 10 hours that day.~~

- Article 11, Section 5 Vacation Requests

Vacations may be taken at any time during the course of the year as long as it conforms with the requirements of the Department. Vacation leaves shall be granted to employees covered herein by the Chief **or designee**, and such vacations will be granted at such times as they least interfere with the efficient operation of the Department. Vacation requests must be made by March 1st and September 1st preceding the period requested. **However, requests may be submitted throughout the year and must be answered with approval or denial within thirty (30) days. Once approved, vacation leave may not be rescinded except for emergency situations.** Officers are granted vacation in accordance with seniority throughout the Department. Employees shall be allowed to take five or more consecutive days of vacation, if they request **it**.

- Article 11, Section 6 Termination

Any employee, who terminates his service from the Department for any reason ~~whatsoever~~, **other than effective discharge for reasons that revoke law enforcement certification**, shall receive a prorated share of vacation time for the year in which his service was terminated.

- Article 12, Section 5 Receiving Holiday Credit

Within the first year of employment only; on the day of the holiday, the employee's vacation account will be credited with eight (8) hours vacation day, and any time after that the employee will be allowed to use the holiday credit as vacation. Holiday credit cannot be used as vacation days until after the holiday has passed.

- Article 13, Section 1 Pay Period and Workday

The normal pay period shall consist of eighty hours (80) hours per two weeks. An employee's normal workday shall consist of eight (8) or ten (10) consecutive hours. ~~This Section shall not be construed as and is not a guarantee of any number of hours of work or pay in the pay period or workday.~~ A day shall be defined as a twenty-four (24) hour period commencing from the start of an employee's regularly scheduled shift. For the purposes of overtime premium pay, this definition shall not apply where:

- Article 13, Section 2 Work schedule

The work schedule shall be established by the Employer and when practicable, posted one (1) week in advance. The Employer reserves the right to change the work schedule, and the starting and quitting times of any and all shifts when operating conditions warrant such change. **The Employer shall give one (1) week notice prior to any change. The parties may make a mutually agreed upon, voluntary change within of the seven (7) day period. The Employer reserves the right to order employees to work based on the needs of the service. Employees ordered in shall be in inverse order of seniority; paid at the overtime rate of pay.** The employee, with approval of the Employer, shall have the right to change his schedule with thirty (30) days notice to the Employer to allow his attendance at any specialized school courses in the field of Law Enforcement or Public Safety. **Employees shall have the right to bid their shift by seniority. Any employee may request a shift bid be conducted in November for the months of January through June and in May for the months of July through December.** Employees shall not be forced to work more than eight (8) consecutive days without a day off.

- Article 13, Section 8 Compensatory Time Off

At the request of an employee eligible for overtime pay, the employee may request that his/her overtime be given in compensatory time off. The rate of compensatory time off shall be earned at the rate of one and one half (1 ½) hour for each hour of overtime worked. Any such time off shall be taken at a time mutually agreed upon by the employee and his/her supervisor during the fiscal year. In the event that such time off is not taken by the employee within the limiting time, he/she shall be given cash payment for the overtime hours worked at the overtime rate based on his/her hourly rate of compensation at the time of the compensatory time/overtime was earned. This payment shall occur at the first full payroll payment in July. Compensatory time may be accumulated as approved above; however, no bargaining unit member shall be permitted to accumulate more than ~~forty~~ (40) **sixty (60)** hours. Compensatory time may not be earned during the last month of the fiscal year.

- Article 14, section 1. Classifications and Wages

Listed in Appendix A and incorporated herein are the regular rates of pay for the classifications covered by this Agreement.

Effective July 1, 2016, wages shall increase by three percent (3%) at all levels and classifications.

Effective July 1, 2017, wages shall increase by three percent (3%) at all levels and classifications.

Effective July 1, 2018, wages shall increase by three and one half percent (3.5%) at all levels and classifications.

- Article 15, Section 1 Health Insurance

~~The City agrees to provide a high deductible health care plan with a \$1250/2500 Health Savings Account and a Health Reimbursement Arrangement.~~

~~PHP PPO HDHP PLAN B WH03300, Preventative In-Network: 100%, \$3,000/\$6,000 Deductible, Out of Pocket Ma \$5,950/11,900 Out of~~

Network: 70%, \$6,000/\$12,000 Deductible, out of Pocket Max
\$12,000/\$24,000 \$5G/\$25FB/\$50NB Rx Copay (MOPD2X, CC) after
deductible

For amounts beyond the 1250/2500 Health Savings Account but less than
the \$3000/\$6000 in network deductible, employees may submit claims for
partial reimbursements to a Third Party Administrator (TPA) not the
Employer. A claim form and copies of the Explanation of Benefits (EOB) from
the provider or a receipt for prescriptions are required for reimbursement.
Reimbursement is based on the employers share for premium and Health
savings account funding (86% the first year, 83% the second year, and 80% in
the third year). Deductibles on the medical plan are applied on a calendar
year basis (January 1 through December 31). Reimbursement does not apply
to out of network deductibles or out of network coinsurance.

As part of its health insurance package the City will also provide Dental
insurance, 100/90/90/50, with Orthodontic Expense Benefits with 50%
coinsurance and a \$1,000 maximum lifetime benefit and Vision Insurance,
12/12/24.

**The City agrees to provide a Health Care Plan that includes
Hospitalization, Dental, and Vision coverage. The Plan descriptions and
summaries are attached to this Agreement as Appendix "B".**

- Article 15, Section 2 Employee Health Care Contributions and
Payment in Lieu of Insurance

The City will treat the Health Insurance Claims Tax imposed by the HICA Act
as part of the health insurance premium and will pay the agreed employers
share pursuant to this Agreement.

For Health Insurance coverage after June 30, 2013 covered employees'
premium sharing including hospitalization, dental, and vision, health savings
accounts, and claims tax percentage will increase to 14%.

For Health Insurance coverage after June 30, 2014 covered employees'
premium sharing including hospitalization, dental, and vision, health savings
accounts, and claims tax percentage will increase to 17%.

For Health Insurance coverage after June 30, 2015 covered employees'
premium sharing including hospitalization, dental, and vision, health savings
accounts, and claims tax percentage will increase to 20%.

**Covered employee's premium sharing including hospitalization, dental,
and vision, health savings accounts, health reimbursement
arrangements, and claims tax percentage will be 20%.**

(No other language changes to this Section except as noted above.)

- Article 15, Section 7 Retirement Benefits

Effective January 1, 1999, the City will provide and pay the premium for the MERS Plan B4 with the F 50/25 waiver for all bargaining unit members hired prior to July 1, 2010. **Bargaining unit members enrolled in the MERS plan B4 with the F 50/25 waiver, must contribute a percentage of gross wages each payroll into the MERS retirement plan according to the following scale:**

| | |
|---------------------|--|
| July 1, 2016 | Increase of 1% for a maximum contribution of 1% |
| July 1, 2017 | Increase of 1% for a maximum contribution of 2% |
| July 1, 2018 | Increase of 1% for a maximum contribution of 3% |

(No other language changes to this Section except as noted above.)

- Article 17, Section 1. Residency

As a condition of continued employment, all non-probationary employees shall be required to reside within ~~twenty (20)~~ **thirty (30)** miles (measured in a straight line) from the ~~nearest boundary of the City of Portland~~ **Police Department**. Each employee will have until the end of his probationary period to complete his move. However, exceptions may be granted ~~pursuant to City Council Policy #1977-33~~ **by the Chief of Police. Once granted, exceptions may not be rescinded.**

- Article 19, Section 1 Duration

This Agreement shall become effective on July 1, ~~2013~~ **2016** and continue in full force and effect until 11:59 PM on June 30, ~~2016~~ **2019**. If either party desires to amend and/or terminate this Agreement, it shall sixty (60) days prior to the above termination date, give written notification of same. If either party shall give such notice, this Agreement shall continue in effect from year to year thereafter, subject to notice of amendment or termination by either party, or sixty (60) days written notice prior to the current year's termination date. Notice shall be in writing and shall be sufficient if sent by

Governmental Employee's Labor Council Portland GELC Unit

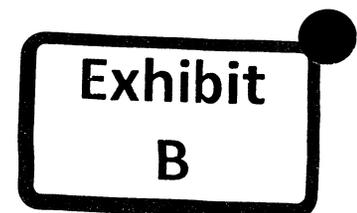
Final SETTLEMENT - April 12, 2016

1. Article 8, Section 8.3 Disciplinary Procedures

...When imposing any discipline, the Employer will not normally take into account any prior infractions which occurred more than four (4) years previously, unless related to the current charge **prior to the incident giving rise to the current discipline. In the event an employee completes four (4) years of service without a disciplinary action, letters of discipline over four (4) years old shall be permanently removed from the employee's personnel file upon request.**

2. Article 11, Section 11.0 Hours Definition

This Section defines the normal hours of work. ~~and shall not be construed as a guarantee of hours of work per day or per week or of days of work per week, except that~~ Employees shall be paid for all hours they are required by management to remain on the job.



3. Article 11, Section 11.2 Normal Workweek

The normal workweek for all employees shall be forty (40) hours of work consisting of five (5) consecutive workdays, Monday through Friday, and two (2) consecutive rest days. The parties agree that whenever possible, the schedule will be on the basis of this normal workweek. For the purpose of overtime pay compensation for these employees, the workweek shall be defined to begin on ~~Monday~~ **Tuesday** 12:01 a.m. of each week and end the following ~~Sunday~~ **Monday** night at midnight.

4. Article 11, Section 11.5 shift schedule

The Employer shall give one (1) week notice prior to any change, except for snow removal and generation plant responsibilities.

5. Article 12, Section 12.4, Para f Sick leave

For illnesses that extend more than thirty (30) calendar days, an employee ~~must~~ **may** apply for long-term disability.

6. Article 13, Section 13.0 Holiday Pay Change:

...Such day shall be taken ~~no later than thirty (30) days thereafter~~ **at the employee's discretion prior to the end of the fiscal year in which the time was earned...**

7. Article 14, Section 14.0 Vacations Replace with:

All employees will be granted vacation in accordance with the following schedule:

Years

Vacation Hours

1 year up to 5 years 10 days per year

5 years up to 10 years 15 days per year

10 years and over 20 days per year

For those hired prior to September 1, 1998:

15 years and over earn 5 weeks (200 hours) of vacation leave per year.

Vacation time shall be earned on a yearly basis and may be used as soon as it is earned. Vacation time may be taken in no less than one-half hour periods and any lesser amount of actual time off will be considered as one-half hour. If vacation is to be used in increments greater than one (1) day, the employee shall give the City at least three (3) days advance notice.

8. Article 14, section 14.1

Vacation Accumulation

(Add to the end of para 2 only) **Employees effectively terminated for gross misconduct shall not be paid any earned vacation time.**

(Gross misconduct refers to behavior that is so severe that it may result in immediate dismissal, such as being intoxicated or illegal drug use while on duty, stealing, sexual harassment, workplace violence, etc.)

9. Article 14, Section 14.3

(Vacation) Scheduling.

To the extent possible considering the City requirements, the City agrees to provide vacation time off at the time most suitable to the employees involved. If it is not possible to give all employees their choice of vacations. **Vacation scheduling will be "first come first served" selection, in order of seniority. Requests may be submitted throughout the year and must be answered with approval or denial within thirty (30) days of submission. Once approved, vacation leave may not be rescinded except for emergency situations.**

- a. ~~The City agrees to provide a high deductible health care plan with a \$1250/2500 Health Savings Account and a Health Reimbursement Arrangement.
 PHP PPO HDHP PLAN B WH03300, Preventative In-Network: 100%, \$3,000/\$6,000 Deductible, Out of Pocket Max \$5,950/11,900 Out of Network: 70%, \$6,000/\$12,000 Deductible, out of Pocket Max \$12,000/\$24,000 \$5G/\$25FB/\$50NB Rx Copay (MOPD2X, CC) after deductible
 For amounts beyond the 1250/2500 Health Savings Account but less than the \$3000/\$6000 in network deductible, employees may submit claims for partial reimbursements to a Third Party Administrator (TPA) not the Employer. A claim form and copies of the Explanation of Benefits (EOB) from the provider or a receipt for prescriptions are required for reimbursement. Reimbursement is based on the employers share for premium and Health savings account funding (86% the first year, 83% the second year, and 80% in the third year). Deductibles on the medical plan are applied on a calendar year basis (January 1 through December 31). Reimbursement does not apply to out of network deductibles or out of network coinsurance.
 As part of its health insurance package the City will also provide Dental insurance, 100/90/90/50, with Orthodontic Expense Benefits with 50% coinsurance and a \$1,000 maximum lifetime benefit and Vision Insurance, 12/12/24.~~
- a. The City agrees to provide a Health Care Plan that includes Hospitalization, Dental, and Vision coverage. The Plan descriptions and summaries are attached to this Agreement as Appendix "A".**
- b. ~~Premium Sharing. The City will treat the Health Insurance Claims Tax imposed by the HICA Act as part of the health insurance premium and will pay the agreed employers share pursuant to this Agreement.
 For Health Insurance coverage after June 30, 2013 covered employees' premium sharing including hospitalization, dental, and vision, health savings accounts, and claims tax percentage will increase to 14%.
 For Health Insurance coverage after June 30, 2014 covered employees' premium sharing including hospitalization, dental, and vision, health savings accounts, and claims tax percentage will increase to 17%.
 For Health Insurance coverage after June 30, 2015 covered employees' premium sharing including hospitalization, dental, and vision, health savings accounts, and claims tax percentage will increase to 20%.~~

- b. Covered employee's premium sharing including hospitalization, dental, and vision, health savings accounts, health reimbursement arrangements, and claims tax percentage will be 20%.

(No other language changes to this Section except as noted above.)

11. Article 15, Section 15.2

Pensions

- b. The Employer agrees to furnish existing bargaining unit employees hired before July 1, 2010 with the Michigan Municipal Employees Retirement System (MERS) Plan B4, V-10, FAC-5, F 50 (25 years) Plan. **Bargaining unit members enrolled in the MERS plan B4 with the F 50/25 waiver, must contribute a percentage of gross wages each payroll into the MERS retirement plan according to the following scale:**

| | |
|---------------------|--|
| July 1, 2016 | Increase of 1% for a maximum contribution of 1% |
| July 1, 2017 | Increase of 1% for a maximum contribution of 2% |
| July 1, 2018 | Increase of 1% for a maximum contribution of 3% |

All employees hired on or after July 1, 2010 ~~with~~ **will** be placed in a MERS Hybrid Pension Plan with a 1% Defined Benefit Pension Multiplier that cannot be increased and a Defined Contribution portion. ~~New hires~~ **These Employees** must contribute 3% of wages to the defined contribution portion. Employer's contribution is capped at 7%. If the defined benefit portion costs less than 7%, the difference will be contributed to the employees defined contribution portion.

(No other language changes to this Section except as noted above.)

12. Article 16, section 16.0.

Classifications and Rates

Wages. The rates shown **in the scale** below reflect **the changes as listed:** a two percent (2.0%) increase effective July 1st of each year of this three year contract.

Effective July 1, 2016, wages shall increase by three percent (3%) at all levels and classifications.

Effective July 1, 2017, wages shall increase by three percent (3%) at all levels and classifications.

Effective July 1, 2018, wages shall increase by three and one half percent (3.5%) at all levels and classifications.

The pay for the Water Tech Position was restructured because of the educational benefit provided for obtaining required water licenses.

13. Article 16, Section 16.3 (b)

Standby Pay for...

~~(b) — Employees who are on call shall not be required to remain at home at all times, but shall notify the City Dispatch office/or Central Dispatch, at City expense where they can be reached at all times.~~

(Re-letter paragraphs accordingly)

~~This Agreement shall become effective July 1, 2010 and shall continue in full force and effect until 12:01 a.m. June 30, 2013 and for successive annual periods thereafter unless, at least sixty days prior to the end of it's original term or of any annual period thereafter, either party shall serve upon the other written notice that it desires to terminate, modify, alter, renegotiate, change or amend this agreement. A notice of desire to modify, amend, renegotiate, or change, or any combination thereof shall have the effect of terminating this Agreement in it's entirety on the expiration date in the same manner as a notice of desire to terminate unless before such a date of termination all subjects of amendment proposed by either party have been disposed of by agreement of by withdrawal by the party proposing the amendment.~~

This Agreement shall become effective on July 1, 2016 and continue in full force and effect until 11:59 PM on June 30, 2019. If either party desires to amend and/or terminate this Agreement, it shall sixty (60) days prior to the above termination date, give written notification of same. If either party shall give such notice, this Agreement shall continue in effect from year to year thereafter, subject to notice of amendment or termination by either party, or sixty (60) days written notice prior to the current year's termination date. Notice shall be in writing and shall be sufficient if sent by certified mail, addressed to the Union at 667 East Big Beaver, Suite 205, Troy, Michigan 48083 and to the Employer at 259 Kent Street, Portland, Michigan 48875, Attention: City Manager, or to any such address as the Union or Employer may make available to each other.

PORTLAND CITY COUNCIL

Ionia County, Michigan

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

RESOLUTION NO. 16-25

**A RESOLUTION APPROVING THE CITY OF PORTLAND'S PARTICIPATION
IN THE MERS UNIFORM 457 SUPPLEMENTAL RETIREMENT PROGRAM**

WHEREAS, the City seeks to adopt the MERS 457 Supplemental Retirement Program ("MERS 457 Plan") for its employees as an alternative to the current ICMA 457 Plan; and

WHEREAS, there is no cost to the City to adopt the MERS 457 Plan and the City will not be making any employer contributions; and

WHEREAS, in order for the City to adopt the MERS 457 Plan, the local governing body must approve the attached MERS Resolution attached as Exhibit A; and

WHEREAS, the City Manager and City Staff recommend that City Council approve the adoption of the MERS 457 Plan and Resolution attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the adoption of the MERS 457 Plan and Resolution, 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: April 18, 2015

Monique I. Miller, City Clerk

**MERS Uniform 457 Supplemental Retirement
Program Resolution**



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

This Resolution, together with the MERS 457 Supplemental Retirement Program and Trust Master Plan Document and the MERS 457 Supplemental Retirement Program Participation Agreement and any Addendum thereto, constitute the entire MERS 457 Deferred Compensation Plan Document.

WHEREAS, the Municipal Employees Retirement Act of 1984, Section 36(2)(a), MCL 38.1536(2)(a) (MERS Plan Document (Section 36(2)(a)) authorizes the Municipal Employees' Retirement Board (the "Board") to "establish additional programs including but not limited to defined benefit, defined contribution, ancillary benefits, health and welfare benefits, and other postemployment benefit programs," and on November 8, 2011, the Municipal Employees' Retirement Board adopted the MERS 457 Deferred Compensation Plan.

WHEREAS, this Uniform Resolution has been approved by the Board under the authority of Section 36(2)(a), and the Board has authorized the MERS 457 Deferred Compensation Plan, which shall not be implemented unless in strict compliance with the terms and conditions of this Resolution.

WHEREAS, the Participating Employer, a participating "municipality" (as defined in Section 2b(2) in the Municipal Employees Retirement Act of 1984; MCL 38.1502b(2); Plan Document Section 2b(4)) or participating "court" (circuit, district or probate court as defined in Section 2a(4) – (6) of the Act, MCL 38.1502a(4) – (6); Plan Document Section 2a(4) – (6)) within the State of Michigan has determined that in the interest of attracting and retaining qualified employees, it wishes to offer a deferred compensation plan;

WHEREAS, the Participating Employer has also determined that it wishes to encourage employees' saving for retirement by offering salary reduction contributions;

WHEREAS, the Participating Employer has reviewed the MERS 457 Supplemental Retirement Program ("Plan");

WHEREAS, the Participating Employer wishes to participate in the Plan to provide certain benefits to its employees, reduce overall administrative costs, and afford attractive investment opportunities;

WHEREAS, the Participating Employer is an Employer as defined in the Plan;

WHEREAS, concurrent with this Resolution, and as a continuing obligation, this Governing Body has completed and approved, and submitted to MERS and the Board documents necessary for adoption and implementation of the Plan; and

WHEREAS, the Governing Body for and on behalf of the Participating Employer is authorized by law to adopt this Resolution approving the Participation Agreement on behalf of the Participating Employer. In the event any alteration of the terms or conditions stated in this Resolution is made or occurs, it is expressly recognized that MERS and the Retirement Board, as sole trustee and fiduciary of the Plan and its trust reserves, and whose authority is nondelegable, shall have no obligation or duty to continue to administer (or to have administered) the MERS 457 Supplemental Retirement Program for the Participating Employer.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body adopts the MERS 457 Supplemental Retirement Program as provided below.

MERS Uniform 457 Supplemental Retirement Program Resolution

- I. The Participating Employer adopts the Plan for its Employees.
- II. The Participating Employer hereby adopts the terms of the Participation Agreement, which is attached hereto and made a part of this Resolution. The Participation Agreement sets forth the Employees to be covered by the Plan, the benefits to be provided by the Participating Employer under the Plan, and any conditions imposed by the Participating Employer with respect to, but not inconsistent with, the Plan. The Participating Employer reserves the right to amend its elections under the Participation Agreement, so long as the amendment is not inconsistent with the Plan or the Internal Revenue Code or other applicable law and is approved by the Board.
- III. The Participating Employer shall abide by the terms of the Plan, including amendments to the Plan made by the Board, all investment, administrative, and other service agreements of the Plan and the Trust, and all applicable provisions of the Internal Revenue Code and other applicable law.
- IV. The Participating Employer acknowledges that the Board is only responsible for the Plan and any other plans of the Employer administered by MERS and that the Board has no responsibility for other employee benefit plans maintained by the Employer that are not part of MERS.
- V. The Participating Employer accepts the administrative services to be provided by MERS and any services provided by a Service Manager as delegated by the Board. The Participating Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Participants' accounts.
- VI. The Participating Employer acknowledges that the Plan contains provisions for involuntary Plan termination.
- VII. The Participating Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights shall be held in trust for the exclusive benefit of Participants and their Beneficiaries under the Plan. No part of the assets and income of the Plan shall be used for, or diverted to, purposes other than for the exclusive benefit of Participants and their Beneficiaries and for defraying reasonable expenses of the Plan. All amounts of compensation deferred pursuant to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights held as part of the Plan, shall be transferred to the Board to be held, managed, invested and distributed as part of the Trust Fund in accordance with the provisions of the Plan. All contributions to the Plan must be transferred by the Participating Employer to the Trust Fund. All benefits under the Plan shall be distributed solely from the Trust Fund pursuant to the Plan.
- VIII. This Resolution and the Participation Agreement shall be submitted to the Board for its approval. The Board shall determine whether the Resolution complies with the Plan, and, if it does, shall provide appropriate forms to the Participating Employer to implement participation in the Plan. The Board may refuse to approve a Participation Agreement by an Employer that does not possess State statutory authority to participate in the Plan. The Governing Body hereby acknowledges that it is responsible to assure that this Resolution and the Participation Agreement are adopted and executed in accordance with the requirements of applicable law.

MERS Uniform 457 Supplemental Retirement Program Resolution

BE IT FINALLY RESOLVED: This Resolution shall have no legal effect under the Plan until a certified copy of this adopting Resolution is filed with MERS, and MERS determines that all necessary requirements under the 457 Supplemental Retirement Program Plan and Trust, the Participation Agreement, and this Resolution have been met. All dates for implementation of the Plan shall be determined by MERS from the date of filing with MERS of this Resolution in proper form and content. Upon MERS determination that all necessary documents have been submitted to MERS, MERS shall record its formal approval upon this Resolution, and return a copy to the Employer.

In the event an amendatory Resolution or other action by the municipality is required, such Resolution or action shall be deemed effective as of the date of the initial Resolution or action where concurred by this Governing Body and MERS (and a third-party administrator, if applicable and necessary). The terms and conditions of this Resolution supersede and stand in place of any prior resolution, and its terms are controlling.

I hereby certify that the above is a true copy of a Resolution adopted at the official meeting held on

_____, 20____. _____
(Signature of authorized official)

Municipality name: Portland, City of

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ _____
(Authorized MERS signatory)

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-26

A RESOLUTION TO SCHEDULE A SPECIAL MEETING OF THE CITY COUNCIL FOR A BUDGET WORKSHOP

WHEREAS, the City Manager is requesting that the City Council schedule a Special Meeting for a Budget Workshop at 6:00 pm on Wednesday, April 27, 2016.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves scheduling a Special Meeting for a Budget Workshop to be held Wednesday, April 27, 2016 at 6:00 p.m.
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: April 18, 2016

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-27

**A RESOLUTION SETTING A PUBLIC HEARING ON THE BUDGET
PROPOSED FOR FISCAL YEAR 2016-2017**

WHEREAS, the City Manager recommends that the City Council schedule a Public Hearing on the Budget proposed for Fiscal Year 2016-2017 on May 2, 2016 at 7:00 p.m. and direct the City Clerk to publish a notice of the hearing at least one week prior to the hearing to comply with the requirements of State Law and the City Charter.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the scheduling of a public hearing for the 2016-2017 budget on Monday, May 2, 2016 at 7:00 p.m. and directs the City Clerk to publish a notice of the hearing at least one week prior to the hearing to comply with the requirements of State Law and the City Charter.
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: April 18, 2016

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-28

A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE MAYOR AND CLERK TO SIGN AMBULANCE SERVICES AGREEMENTS WITH DANBY TOWNSHIP, PORTLAND TOWNSHIP, WESTPHALIA TOWNSHIP, ORANGE TOWNSHIP, LYONS TOWNSHIP, THE VILLAGE OF WESTPHALIA, THE VILLAGE OF PEWAMO, AND SEBEWA TOWNSHIP AND APPROVING THE CARE PLAN MEMBERSHIP AGREEMENT FORM

WHEREAS, the City provides ambulance service to various political subdivisions through its Portland Ambulance Service; and

WHEREAS, those political subdivisions that would like the City to provide ambulance service to their citizens must sign a copy of the 2016-2017 Ambulance Services Agreement, a copy of the proposed agreement is attached as Exhibit A; and

WHEREAS, households within may participate in the Portland Ambulance Care Plan Subscription Service to limit their out-of-pocket expenses for the uninsured portions of their ambulance bills, a copy of the Membership Application/Agreement Form is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves, authorizes, and directs the Mayor and Clerk to sign the Ambulance Services Agreement with those Political Subdivisions that desire service in a form substantially the same as the copy which is attached as Exhibit A.
2. The Portland City Council approves the Membership Application/Agreement Form attached as Exhibit B.
3. 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: April 18, 2015

Monique I. Miller, City Clerk

PORTLAND AMBULANCE SERVICE AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2016, by and between the CITY OF PORTLAND, Ionia County, Michigan, a Michigan Municipal Corporation, hereafter referred to as CITY, and

1. THE TOWNSHIP OF DANBY, and
2. THE TOWNSHIP OF PORTLAND, and
3. THE TOWNSHIP OF WESTPHALIA, and
4. THE TOWNSHIP OF ORANGE, and
5. THE TOWNSHIP OF LYONS, and
6. THE VILLAGE OF WESTPHALIA, and
7. THE VILLAGE OF PEWAMO, and
8. THE TOWNSHIP OF SEBEWA,

all being Michigan Municipal Corporations and hereinafter collectively referred to as Political Subdivisions.

WHEREAS, the above named Political Subdivisions are desirous of providing ambulance service to their residents through the PORTLAND AMBULANCE SERVICE, which is owned and operated by the CITY.

NOW, THEREFORE, in consideration of mutual promises, services, and sums of money hereinafter provided, the parties agree as follows:

THE CITY SHALL:

1. Purchase, maintain, equip, and house two (2) vehicles suitable to be used as ambulances.
2. Employ EMERGENCY MEDICAL TECHNICIANS to operate said ambulances.
3. Train said EMERGENCY MEDICAL TECHNICIANS to meet all Federal, State, and Local requirements.
4. Purchase and carry all necessary and normal insurance for ambulance business.
5. Compile an annual report showing the following:
 - a. Number of runs to assist patients who reside in each Political Subdivision and the number of runs in each Political Subdivision to assist patients who reside outside of the entire district covered by this contract.
 - b. The total of revenues and expenses of operating the Ambulance Service, and the gain or loss for that period.

Exhibit

A

6. Maintain accounts and records for all transactions of the Ambulance Service, which will be audited as part of the City's annual audit. A copy of the City's audit will be made available to each Political Subdivision, upon request.
7. Make all services of the ambulance department available to any and all residents in the territory of all parties.
8. Provide a subscription agreement to each Political Subdivision to allow its residents the option of participating in the ambulance service according to the terms and conditions of the Portland Emergency Care Plan, a copy of which is attached and is incorporated by reference. This subscription plan for ambulance service shall commence at 12:01 a.m. on the **1st day of July 2016** and shall run for a period of one year.
9. Each Political Subdivision agrees to be responsible for the mailing of the Portland Emergency Care Plan to all households in their political subdivision.
10. The CITY and the Political Subdivisions agree to pay a \$5.75 per capita charge for each of their residents, based on the 2010 Census, which will be deposited into the Ambulance Fund. The Ambulance Department retains the right to bill all patients for all ambulance calls and to retain all funds collected by such billing. Political Subdivisions will not be billed for individual ambulance runs into their respective Political Subdivision.

The Political Subdivisions agree that the sums paid by the Political Subdivision to the CITY are in consideration of the CITY providing ambulance service to their jurisdiction during the contract term and are not refundable. Funds paid for ambulance service under this agreement do not create any ownership rights or equity interests in the CITY's Ambulance Department assets, vehicles, equipment, accounts receivable or any other present or future accounts thereof.

THE PARTIES MUTUALLY AGREE THAT:

11. Services rendered to a resident of any of the parties hereto by an ambulance service other than Portland Ambulance Service shall not be construed as services provided hereunder and the City shall assume no responsibility for the payment of such services.
12. That the City will be responsible for the collection of rates and charges for ambulance service it provides in the Political Subdivisions and is entitled to keep all proceeds.
13. This Agreement supersedes all prior Ambulance Service agreements between the parties. However, nothing contained herein will be interpreted to prevent the City from the collecting on any unpaid accounts, including any unpaid charges of a Political Subdivision.

14. That the payment by the Political Subdivision to the City shall create no agency relationship between parties, nor will the Political Subdivision have any supervision or control over the City's manner of conducting its ambulance business.
15. The terms of this agreement shall commence at 12:01 a.m. **on the 1st day of July, 2016**, and shall run for a period of one year from the date thereof, and from month to month thereafter until terminated by mutual consent or by any party giving the other at least thirty (30) days written notice of its desire to terminate.
16. That should any provision of this agreement be unenforceable, void, or contrary to public policy as set forth in any statute or in any case decided by an appellate or supreme court in the State of Michigan, that such provision shall be severed from the remainder of this Agreement, and shall have no force and effect upon remaining provisions not so affected by such legislative or judicial action.
17. It is further agreed that the City shall hold the Political Subdivision harmless for any liability said Political Subdivision might suffer due to acts or omissions of the City's employees in the performance of their duties under this contract.

IN WITNESS WHEREOF, THE PARTIES HERETO SET THEIR HANDS THE DAY AND YEAR FIRST ABOVE WRITTEN AND CERTIFY THAT EACH HAS EXECUTED THIS AGREEMENT AFTER BEING DULY AUTHORIZED BY RESOLUTION OF THEIR RESPECTIVE LEGISLATIVE BODY AT A MEETING OF SUCH BODY CALLED FOR SUCH A PURPOSE.

THE CITY OF PORTLAND

BY RESOLUTION OF ITS CITY COUNCIL

By _____
Mayor James E. Barnes

Dated _____

By _____
Monique I. Miller, City Clerk

The _____

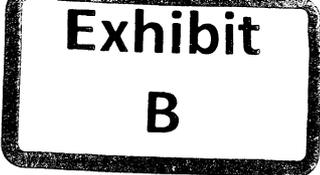
BY RESOLUTION OF ITS _____

By _____

Dated _____

By _____

**PORTLAND AMBULANCE EMERGENCY CARE PLAN
Membership Application/Agreement Form**



Head of Household: _____ Social Security # _____
 Address: _____ Phone Number: _____
 City: _____ State: _____ Zip: _____ Birth Date: _____
 Township/Village: _____ Renewal: Yes No Employer: _____

Other Eligible* Household Members:

| Name | Birth Date | Social Security Number | Employer |
|----------|------------|------------------------|----------|
| 1. _____ | _____ | _____ | _____ |
| 2. _____ | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ |
| 4. _____ | _____ | _____ | _____ |

Insurance Information:

Head of Household Medicare #'s: _____ Medicaid #'s: _____
 Spouse Medicare #'s: _____ Medicaid #'s: _____

Commercial Insurance Company: _____ Policy Number: _____
 Group Number: _____ Name of Insured: _____

Commercial Insurance #2: _____ Policy Number: _____
 Group Number: _____ Name of Insured: _____

Please submit with a copy of all current insurance cards (renewals included)

Please read the following agreement and sign below. Payment must accompany form for the agreement to be valid. I understand that the annual **\$60.00 membership fee** limits my out-of-pocket expenses for the uninsured portion of my ambulance bill(s) for **medically necessary** ambulance transportation provided only by Portland Area Ambulance. I understand that the Emergency Care Plan is not an insurance program and that the Portland Area Ambulance will bill all applicable insurances including supplemental and complemental, for all ambulance services, and will accept as payment in full any payment(s) received from same. **I further understand that ambulance transports deemed to be not a medical emergency are not covered by this Emergency Care Plan and the bill then becomes my responsibility.** I understand that my signature below authorizes Portland Ambulance Service to bill any and all insurance carriers on my behalf and authorizes my insurance carriers to make payments directly to Portland Area Ambulance. Should my insurance carrier send payment(s) to me for any services provided by Portland Area Ambulance, I agree to immediately forward such payment(s) to **MHR PO Box 13247, Lansing, MI 48901-3247.** My signature also allows Portland Ambulance to release any information regarding my ambulance run to my insurance company(ies) for billing purposes. **Membership fees will be collected from May 1, 2016 through June 30, 2016.** Membership is non-transferable and non-refundable. Coverage period is from July 1, 2016 through June 30, 2017.

*Note: a household is considered all persons claimed on enrolling member's Federal Tax Return for the previous year (2015). Any exception must have approval from the Ambulance Director prior to entering into this agreement.

I have read and agree to the above statements

Head of Household: _____ Spouse: _____
 Signature Date Signature Date

PORTLAND AMBULANCE EMERGENCY CARE PLAN

Welcome!

This past year has brought more changes in Medicare laws and health care overall. We at Portland Ambulance are striving to provide you with the best care possible while still adhering to some very stringent federal regulations. If you are a returning subscriber or a new member, we would like to thank you for participating in our program. As always, patient care is our top priority.

The annual fee is \$60.00. **Please read the agreement carefully before you sign it.** Applications must be turned in before the enrollment deadline of June 30, 2016. You will also need to supply us with copies of your insurance cards at that time. This applies to new and renewing members.

Frequently Asked Questions

Who can subscribe? Any household residing in the coverage area of Portland Ambulance Service, regardless of financial status or insurance coverage. All members of the household will be covered under the terms stated in the agreement.

How do I enroll in the Plan?

1. Carefully read the agreement and fill it out completely. **You may enroll anytime between May 1 and July 1, 2016.** Your enrollment covers medically necessary service from July 1, 2016 through June 30, 2017.

2. Submit your form with payment and copies of your insurance cards to:

City of Portland

259 Kent St.

Portland MI 48875

Attn: Emergency Care Plan

OR

Portland Area Ambulance

773 E Grand River

Portland MI 48875

Attn: Emergency Care Plan

What does the Plan cover? The plan covers all medically necessary ambulance runs during the coverage year of July 1, 2016 through June 30, 2017.

Do I have to renew every year? Yes. With changes in insurance billing requirements, we must renew your signature and verify your insurance cards every year. This insures correct and efficient billing to your insurance company.

Can I subscribe if I live in Florida for the winter? Yes. Your coverage will cover you while you are at your residence in Portland. You must provide us with the months you will be gone, and we will prorate your fees accordingly. Remember, you must enroll before July 1, 2016.

If you have any questions or need further information, please call Phil Gensterblum at 517-647-2935 or contact via email at: philg@portland-michigan.org.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-29

A RESOLUTION OF FINANCIAL ASSURANCE OF LOCAL FUNDS FOR THE CITY OF PORTLAND'S GRAND RIVER AVENUE IMPROVEMENT PROJECT FROM CUTLER ROAD TO I-96 AND AREA-WIDE PREVENTATIVE MAINTENANCE IMPROVEMENTS

WHEREAS, Cities, villages, transit agencies, and road commissions located within or serving urbanized areas as defined by U.S. Census with a population of 5,000 to 50,000 are eligible to receive Federal Surface Transportation Program (STP) funds from the Small Urban Program; and

WHEREAS, the Michigan Department of Transportation (MDOT) administers the Small Urban Program and issued a call for projects in March 2016 (attached as Exhibit A); and

WHEREAS, the Small Urban Task Force, comprised of representatives from the City of Portland and the Ionia County Road Commission, met on April 14, 2016 to prioritize projects for 2018 through 2020 and the City's Grand River Avenue Improvement Project from Cutler Road to I-96 and Area-wide Preventative Maintenance Improvements was selected as the first priority project for the 2018-2020 planning period; and

WHEREAS, prior to an official application being submitted to the Small Urban Program, MDOT requires assurances of a required minimum local match of 20% of road construction costs; and

WHEREAS, the road construction costs are estimated by the City's engineers to be \$500,000 with the City's construction costs amounting to \$125,000; and

WHEREAS, the City has a local income tax, dedicated to street improvements such as paving, curb and gutter, sidewalks, street lights, and related water and sewer infrastructure improvements, which generates between \$550,000 and \$700,000 annually and is utilized for projects such as this.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council commits the matching funds estimated at \$125,000 to carry out the Grand River Avenue Improvement Project from Cutler Road to I-96 and Area-wide Preventative Maintenance Improvements and commits to owning, operating,



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

March 4, 2016

Small Urban Transportation Agencies
Regional Planning and Development Agencies

Subject: Fiscal Years 2018-2020 Small Urban Program Call for Projects

The Michigan Department of Transportation (MDOT) will be accepting Small Urban Program project applications for Fiscal Years (FYs) 2018-2020. Agencies are also being asked to re-affirm their 2017 projects that have already been approved and included in the attached list.

Funding criteria for the MDOT Small Urban Program is listed below:

- Transportation projects are awarded on a rotating basis to small urban areas with populations of 5,000 to 50,000 according to the most recent U.S. Census.
- The maximum amount awarded for a project is \$375,000 in federal dollars.
- The implementing agency must provide a 20 percent local match.
- All proposed projects must be within the approved federal-urbanized area boundary and/or be located on the federal highway system.
- Funding can only be used for construction costs or capital purchases (for transit vehicles).

Upon further review of the program, it has been determined that areas with populations of 40,000 or more will now be eligible for an annual Small Urban Grant to assist their communities in meeting their transportation needs. Currently, the areas that are eligible for annual grants are Adrian-Tecumseh and Traverse City.

Although states will be receiving additional funds through the 2015 Fixing America's Surface Transportation (FAST) Act, the amount of additional dollars coming to the Small Urban Program will not increase the maximum federal grant amount \$375,000 available. The current program is approximately \$9 million per year and will be slightly increased to approximately \$9.3 million per year. MDOT staff will continue to work with our partners in small urban areas to maximize the use of these dollars.

Project applications must be submitted to MDOT by no later than April 29, 2016. Michigan's 14 State Regional Planning and Development Agencies (RPAs) are now responsible for scheduling meetings and submitting applications on behalf of the implementing agencies. Information regarding the required planning process and instructions for completing the project application is available online at www.michigan.gov/mdotsmallurban.

**Exhibit
A**

Small Urban Transportation Agencies
Regional Planning and Development Agencies
March 4, 2016
Page 2

If you have any questions regarding the Small Urban Program, please contact Pamela Boyd, Supervisor, Statewide Planning Section at 517-335-2803 or boydp1@michigan.gov.

Sincerely,

A handwritten signature in cursive script that reads "Denise B. Jackson". The signature is written in black ink and is positioned above the typed name and title.

Denise B. Jackson, Administrator
Statewide Transportation Planning Division

Enclosure(s)

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-30

A RESOLUTION OF FINANCIAL ASSURANCE OF LOCAL FUNDS FOR THE CITY OF PORTLAND'S GRAND RIVER AVENUE IMPROVEMENT PROJECT FROM I-96 TO BRISTIE STREET

WHEREAS, Cities, villages, transit agencies, and road commissions located within or serving urbanized areas as defined by U.S. Census with a population of 5,000 to 50,000 are eligible to receive Federal Surface Transportation Program (STP) funds from the Small Urban Program; and

WHEREAS, the Michigan Department of Transportation (MDOT) administers the Small Urban Program and issued a call for projects in March 2016 (attached as Exhibit A); and

WHEREAS, the Small Urban Task Force, comprised of representatives from the City of Portland and the Ionia County Road Commission, met on April 14, 2016 to prioritize projects for 2018 through 2020 and the City's Grand River Avenue Improvement Project from I-96 to Bristie Street was selected as the third priority project for the 2018-2020 planning period; and

WHEREAS, prior to an official application being submitted to the Small Urban Program, MDOT requires assurances of a required minimum local match of 20% of road construction costs; and

WHEREAS, the road construction costs are estimated by the City's engineers to be \$802,000 with the City's construction costs amounting to \$427,000; and

WHEREAS, the City has a local income tax, dedicated to street improvements such as paving, curb and gutter, sidewalks, street lights, and related water and sewer infrastructure improvements, which generates between \$550,000 and \$700,000 annually and is utilized for projects such as this.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council commits the matching funds estimated at \$427,000 to carry out the Grand River Avenue Improvement Project from I-96 to Bristie Street and commits to owning, operating and funding and implementing a maintenance program over the design life of the facility constructed with the Small Urban Program Grant Funds.



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

March 4, 2016

Small Urban Transportation Agencies
Regional Planning and Development Agencies

Subject: Fiscal Years 2018-2020 Small Urban Program Call for Projects

The Michigan Department of Transportation (MDOT) will be accepting Small Urban Program project applications for Fiscal Years (FYs) 2018-2020. Agencies are also being asked to re-affirm their 2017 projects that have already been approved and included in the attached list.

Funding criteria for the MDOT Small Urban Program is listed below:

- Transportation projects are awarded on a rotating basis to small urban areas with populations of 5,000 to 50,000 according to the most recent U.S. Census.
- The maximum amount awarded for a project is \$375,000 in federal dollars.
- The implementing agency must provide a 20 percent local match.
- All proposed projects must be within the approved federal-urbanized area boundary and/or be located on the federal highway system.
- Funding can only be used for construction costs or capital purchases (for transit vehicles).

Upon further review of the program, it has been determined that areas with populations of 40,000 or more will now be eligible for an annual Small Urban Grant to assist their communities in meeting their transportation needs. Currently, the areas that are eligible for annual grants are Adrian-Tecumseh and Traverse City.

Although states will be receiving additional funds through the 2015 Fixing America's Surface Transportation (FAST) Act, the amount of additional dollars coming to the Small Urban Program will not increase the maximum federal grant amount \$375,000 available. The current program is approximately \$9 million per year and will be slightly increased to approximately \$9.3 million per year. MDOT staff will continue to work with our partners in small urban areas to maximize the use of these dollars.

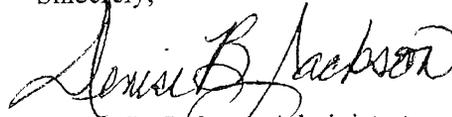
Project applications must be submitted to MDOT by no later than April 29, 2016. Michigan's 14 State Regional Planning and Development Agencies (RPAs) are now responsible for scheduling meetings and submitting applications on behalf of the implementing agencies. Information regarding the required planning process and instructions for completing the project application is available online at www.michigan.gov/mdotsmallurban.



Small Urban Transportation Agencies
Regional Planning and Development Agencies
March 4, 2016
Page 2

If you have any questions regarding the Small Urban Program, please contact Pamela Boyd, Supervisor, Statewide Planning Section at 517-335-2803 or boydpl@michigan.gov.

Sincerely,

A handwritten signature in cursive script that reads "Denise B. Jackson". The signature is written in black ink and is positioned above the typed name.

Denise B. Jackson, Administrator
Statewide Transportation Planning Division

Enclosure(s)

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-31

A RESOLUTION OF FINANCIAL ASSURANCE OF LOCAL FUNDS FOR THE CITY OF PORTLAND'S GRAND RIVER AVENUE IMPROVEMENT PROJECT FROM BRISTIE STREET TO BRIDGE STREET

WHEREAS, Cities, villages, transit agencies, and road commissions located within or serving urbanized areas as defined by U.S. Census with a population of 5,000 to 50,000 are eligible to receive Federal Surface Transportation Program (STP) funds from the Small Urban Program; and

WHEREAS, the Michigan Department of Transportation (MDOT) administers the Small Urban Program and issued a call for projects in March 2016 (attached as Exhibit A); and

WHEREAS, the Small Urban Task Force, comprised of representatives from the City of Portland and the Ionia County Road Commission, met on April 14, 2016 to prioritize projects for 2018 through 2020 and the City's Grand River Avenue Improvement Project from Bristie Street to Bridge Street was selected as the fifth priority project for the 2018-2020 planning period; and

WHEREAS, prior to an official application being submitted to the Small Urban Program, MDOT requires assurances of a required minimum local match of 20% of road construction costs; and

WHEREAS, the road construction costs are estimated by the City's engineers to be \$616,000 with the City's construction costs amounting to \$241,000; and

WHEREAS, the City has a local income tax, dedicated to street improvements such as paving, curb and gutter, sidewalks, street lights, and related water and sewer infrastructure improvements, which generates between \$550,000 and \$700,000 annually and is utilized for projects such as this.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council commits the matching funds estimated at \$241,000 to carry out the Grand River Avenue Improvement Project from Bristie Street to Bridge Street and commits to owning, operating and funding and implementing a maintenance program over the design life of the facility constructed with the Small Urban Program Grant Funds.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

March 4, 2016

Small Urban Transportation Agencies
Regional Planning and Development Agencies

Subject: Fiscal Years 2018-2020 Small Urban Program Call for Projects

The Michigan Department of Transportation (MDOT) will be accepting Small Urban Program project applications for Fiscal Years (FYs) 2018-2020. Agencies are also being asked to re-affirm their 2017 projects that have already been approved and included in the attached list.

Funding criteria for the MDOT Small Urban Program is listed below:

- Transportation projects are awarded on a rotating basis to small urban areas with populations of 5,000 to 50,000 according to the most recent U.S. Census.
- The maximum amount awarded for a project is \$375,000 in federal dollars.
- The implementing agency must provide a 20 percent local match.
- All proposed projects must be within the approved federal-urbanized area boundary and/or be located on the federal highway system.
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Upon further review of the program, it has been determined that areas with populations of 40,000 or more will now be eligible for an annual Small Urban Grant to assist their communities in meeting their transportation needs. Currently, the areas that are eligible for annual grants are Adrian-Tecumseh and Traverse City.

Although states will be receiving additional funds through the 2015 Fixing America's Surface Transportation (FAST) Act, the amount of additional dollars coming to the Small Urban Program will not increase the maximum federal grant amount \$375,000 available. The current program is approximately \$9 million per year and will be slightly increased to approximately \$9.3 million per year. MDOT staff will continue to work with our partners in small urban areas to maximize the use of these dollars.

Project applications must be submitted to MDOT by no later than April 29, 2016. Michigan's 14 State Regional Planning and Development Agencies (RPAs) are now responsible for scheduling meetings and submitting applications on behalf of the implementing agencies. Information regarding the required planning process and instructions for completing the project application is available online at www.michigan.gov/mdotsmallurban.



Small Urban Transportation Agencies
Regional Planning and Development Agencies
March 4, 2016
Page 2

If you have any questions regarding the Small Urban Program, please contact Pamela Boyd, Supervisor, Statewide Planning Section at 517-335-2803 or boydp1@michigan.gov.

Sincerely,

A handwritten signature in cursive script that reads "Denise B. Jackson". The signature is written in black ink and is positioned above the typed name.

Denise B. Jackson, Administrator
Statewide Transportation Planning Division

Enclosure(s)

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-32

**A RESOLUTION APPROVING MICHIGAN PAVEMENT MARKINGS LLC'S
BID FOR 2016 STREET PAINTING**

WHEREAS, DPW Foreman, Ken Gensterblum issued an RFP for 2016 pavement markings and received bids from various contractors; and

WHEREAS, DPW Foreman and city staff recommend that the work be awarded to Michigan Pavement Markings LLC for the amount of \$12,362.00, as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation to award the work to Michigan Pavement Markings LLC for the amount of \$12,362.00, as outlined in the attached 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: April 18, 2016

Monique I. Miller, City Clerk

Solicitation For Sealed Bids

The Portland Dept. of Public Works, 451 Morse Dr, Portland MI 48875 is accepting bids for the following:

Street Painting

Bids will be accepted until March 28, 2016 at the close of the business day. The City of Portland reserves the right to accept the bid as a whole or in part. Please bid each item separately and submit on the form provided.

Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

The following specifications must be included in the bid price:

| Item | Qty | Type | Unit Price | Total Amount |
|------------------------|---------|------|------------|--------------|
| Solid Yellow | 83,250' | | 0.05 | 4,162.50 |
| Skip Yellow | 4,500' | | 0.06 | 270.00 |
| Solid White-Lane Lines | 2,000' | | 0.05 | 100.00 |
| Skip White | 850' | | 0.07 | 59.50 |
| Solid White | 35,000' | | 0.05 | 1750.00 |
| 21' Parking Stalls | 110 | | 2.00 | 220.00 |
| 18' Parking Stalls | 80 | | 2.00 | 160.00 |
| 4" Blue Line | 330' | | 1.00 | 330.00 |
| Handicap Symbols | 5 | | 10.00 | 50.00 |
| Left Turn Arrows | 20 | | 25.00 | 500.00 |
| Right Turn Arrows | 12 | | 25.00 | 300.00 |
| Combination Arrows | 4 | | 45.00 | 180.00 |
| ONLY Symbols | 12 | | 25.00 | 300.00 |
| 24" Stop Bar | 700' | | 1.00 | 700.00 |
| 6" Cross Walk | 3,400' | | 0.40 | 1360.00 |
| 12" Cross Walk Pads | 1800' | | 1.00 | 1800.00 |
| School Legends | 2 | | 60.00 | 120.00 |
| | | | TOTAL | 12,362.00 |

Company Name:

Michigan Pavement Markings LLC
P.O. Box 9673

Contact & Number:

Wyoming MI 49509
616-260-7828

Submitted By:

Shannon Nielsen



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 16-33

**A RESOLUTION OF INTENT TO VACATE THE UNDEVELOPED PORTION
OF MARSHALL STREET SITUATED SOUTHEAST OF GROVE STREET**

WHEREAS, the City has received a request from St. Patrick's Church to vacate that portion of Marshall Street situated southeast of Grove Street, as depicted on the attached Exhibit A; and

WHEREAS, City staff has reviewed the request and determined that said portions of the street and alley are unimproved and are not presently used or maintained by the City and the City is satisfied that said portions of the street may be vacated without any adverse effects on the public health, safety, and/or welfare; and

WHEREAS, it is in the best interest of the public that said portions of the street be absolutely discontinued and vacated; and

WHEREAS, the City's Department of Public Works has reviewed the request and determined that public and private utilities do not exist within the said portion of the street; and

WHEREAS, prior to the City Council's consideration of the request, it is necessary to hold a Public Hearing to allow the adjacent property owners, and any other interested member of the public, the opportunity to comment.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council declares its intent to discontinue and vacate said portions of the street as depicted on the attached Exhibit A.
2. The City Council shall hold a Public Hearing on May 2, 2016, at 7:00 P.M. at the Portland City Hall, 259 Kent Street, Portland, MI 48875, to receive public comment and to further consider the proposed street and alley vacation.
3. Notice of the hearing, with a copy of this resolution, shall be published in accordance with the Michigan Open Meetings Act (1976 PA 267, as amended) and posted in City Hall.
4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

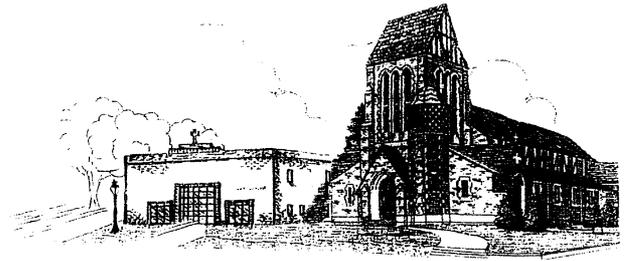
Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: April 18, 2016

Monique I. Miller, City Clerk

**SAINT PATRICK PARISH
140 CHURCH STREET
PORTLAND, MI 48875
517-647-6505**



March 18, 2016

Mr. Erik L. Litts, MAAO
Portland City Hall
259 Kent Street
Portland, MI 48875

Dear Mr. Litts,

Marshall Avenue road right of way extends past Grove Street and is surrounded by St. Patrick Parish parcels 070-000-285-00, 070-000-445-00 and 070-00-425-00. I am asking the City of Portland to abandon this piece of property and deed it over to the Diocese of Grand Rapids. Thank you for considering this request. Please contact our business manager, Mike Johnson at your earliest convenience. His email is mikejohnson@portlandstpats.com.

Yours in Christ,

Handwritten signature of Rev. Larry King

Rev. Larry King
Pastor

Exhibit

A



Undeveloped Portion
of Marshall St



Property Owned by Catholic Diocese of Grand Rapids

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, April 4, 2016

In Council Chambers at City Hall

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

Absent: Council Member Johnston; City Manager Gorman

Guests: Kathy Parsons

The meeting was called to order at 7:00 P.M. by Mayor Barnes with the Pledge of Allegiance.

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

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Barnes

Nays: None

Absent: Johnston

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to excuse the absence of Council Member Johnston.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Barnes

Nays: None

Absent: Johnston

Adopted

Under New Business, the Council considered Resolution 16-22 to consider the appointment of Police Chief David Kirk as the representative for the City of Portland to the Ionia County Central Dispatch Board of Directors.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 16-22 appointing Police Chief David Kirk as the City of Portland representative on the Ionia County Central Dispatch Board of Directors.

Yeas: Baldyga, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

Motion by VanSlambrouck, supported by Baldyga, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on March 21, 2016, payment of invoices in the amount of \$64,236.17 and payroll in the amount of \$84,314.62 for a total of \$148,550.79. There were no purchase orders over \$5,000.00.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Barnes

Nays: None

Absent: Johnston
Adopted

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Barnes

Nays: None

Absent: Johnston

Adopted

Meeting adjourned at 7:03 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the April 4, 2016 City Council Meeting

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

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

Absent - Council Member Johnston; City Manager Gorman

Approval of Resolution 16-22 appointing Police Chief David Kirk as the City of Portland representative on the Ionia County Central Dispatch Board of Directors.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 7:03 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 |
|------------------------------|--------|--|----------|
| BUSINESS CARD | 02075 | MEMBERSHIPS, ACLS CARDS - AMB, ASSESSING, ECON | 590.01 |
| AECOM TECHNICAL SERVICES | 01810 | FERC MONITORING - ELECTRIC | 475.00 |
| APEX SOFTWARE | 00876 | SOFTWARE MAINTENANCE - ASSESSOR | 235.00 |
| AUTOMATED BUSINESS EQUIPMENT | 00027 | SERVICE ON FORMAX MACHINE - GENERAL | 115.00 |
| AUTOMATED BUSINESS EQUIPMENT | 00027 | POSTAGE MACHINE RATE CHANGE UPGRADE CARD - GEN | 344.50 |
| BOUND TREE MEDICAL LLC. | 01543 | SUPPLIES - AMBULANCE | 234.63 |
| B&W AUTO SUPPLY, INC. | 00030 | SUPPLIES, PARTS - ELECTRIC, MTR POOL | 1,445.71 |
| CENTURYLINK | 01567 | PHONE SERVICES - VARIOUS DEPTS | 15.41 |
| NOLAN CHAPMAN | 00079 | UNIFORM ALLOWANCE - MAJ STS | 166.94 |
| CHERRY HILL ESTATES | 02081 | SECOND QUARTER ASSOCIATION DUES - ECON DEV | 60.06 |
| CINTAS-725 | 00083 | UNIFORM & RUG CLEANING - VARIOUS DEPTS | 928.73 |
| CLEAR RATE COMMUNICATIONS | 02231 | PHONE SVC - CITY HALL | 418.37 |
| DUANE CROSS | 00642 | WRENCH, SOCKET - MTR POOL | 59.10 |
| CULLIGAN | 02130 | WATER BOTTLES - POLICE | 17.50 |
| D&K TRUCK COMPANY | 02257 | REPAIRS TO PLOW TRUCK - MTR POOL | 559.96 |
| FIRE PROS, INC. | 00151 | 5 YEAR INTERNAL INSPECTION - CITY HALL | 850.00 |
| FP MAILING SOLUTIONS | 01758 | POSTAGE RESET - GENERAL | 12.00 |
| PHIL GENSTERBLUM | 00164 | MILEAGE REIMB - CODE, AMB | 257.15 |
| GLASS MASTERS OF PORTLAND | 00165 | WINDSHIELD ON AMBULANCE #44 - MTR POOL | 230.00 |
| GRANGER CONTAINER SERVICE | 00175 | REFUSE SERVICE - WASTE WTR | 152.58 |
| GRANGER CONTAINER SERVICE | 00175 | REFUSE - POLICE, COMM PROMO, ELECTRIC | 152.58 |
| GRANGER CONTAINER SERVICE | 00175 | RECYCLING - REFUSE | 1,844.55 |
| GRP ENGINEERING INC. | 01994 | CORRDINATION STUDY - ELECTRIC | 2,000.00 |
| KENDALL ELECTRIC | 00225 | ST LIGHT CONNECTORS - COMM PROMO | 459.17 |
| KENDALL ELECTRIC | 00225 | SUPPLIES - ELECTRIC | 205.32 |
| MCFADDEN LAW OFFICE PLLC | 02299 | LEGAL SERVICES - POLICE | 161.00 |
| MICHIGAN ASSN OF MAYORS | 00267 | YEARLY MAYOR MEMBERSHIP - COUNCIL | 85.00 |
| MICHIGAN CAT | 01920 | RESEAL TILT CYLINDER - MTR POOL | 1,791.54 |
| MICHIGAN CAT | 01920 | REPAIRS TO LOADER - MTR POOL | 2,136.26 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------------|--------|--|----------|
| MID MICHIGAN COLLECTION BUREAU | MISC | PRE-COLLECTION LETTERS - AMBULANCE | 267.75 |
| MUNICIPAL INSPECTION SERVICES | 00323 | NON BUSINESS PERMITS - GENERAL | 8,342.00 |
| NORTH CENTRAL LABORATORIES | 00959 | SUPPLIES - WASTE WTR | 426.16 |
| NYE UNIFORM CO. | 00338 | BELT - POLICE | 27.85 |
| NYE UNIFORM CO. | 00338 | UNIFORMS - POLICE | 165.35 |
| PORTLAND AREA FIRE AUTHORITY | 02128 | TAGS - AMBULANCE | 59.36 |
| PURITY CYLINDER GASES, INC. | 00380 | OXYGEN - AMBULANCE | 60.70 |
| PURITY CYLINDER GASES, INC. | 00380 | QUARTERLY CYLINDER RENTAL - AMBULANCE | 281.68 |
| PURITY CYLINDER GASES, INC. | 00380 | QUARTERLY CYLINDER RENTAL - MTR POOL | 242.55 |
| DOUGLAS SHERMAN | 00414 | MILEAGE REIMB - WASTE WTR | 101.52 |
| IONIA OCCUPATIONAL HEALTH SERVICES | 02275 | DOT PHYSICALS - ELECTRIC, MTR POOL | 200.00 |
| STATE OF MICHIGAN | 00428 | MIDEAL - GENERAL | 180.00 |
| SUPPLYGEEKS | 02052 | PAPER - GENERAL | 289.90 |
| STAR THOMAS | 01654 | REIMB FOR PAINT SUPPLIES - POLICE | 62.05 |
| TOM'S FOOD CENTER | 00452 | SUPPLIES - VARIOUS DEPTS | 369.61 |
| TRI-COUNTY COLLISION | 01017 | REPAIR OF 2010 FORD PAID BY MML - MTR POOL | 4,078.21 |
| UTILITY CONSULTING GROUP, LLC | 00465 | CALCULATE PCA FACTOR - ELECTRIC | 225.00 |
| UTILITIES INSTRUMENTATION SERVICE | 02339 | REPAIR UNIT #1 & #2 - ELECTRIC | 1,406.00 |
| WOW! INTERNET-CABLE PHONE | 02132 | CALBE INTERNET SERVICES - ELECTRIC | 32.97 |
| CONSUMERS ENERGY | 00095 | GAS SERVICES - WATER, ELECTRIC | 34.32 |
| NYE UNIFORM CO. | 00338 | SHIRTS, PANTS - POLICE | 441.77 |
| GRANGER CONTAINER SERVICE | 00175 | STREET SWEEPINGS DISPOSED - MAJ STS, LOC STS | 825.00 |
| MICHIGAN AMMO CO., INC. | 02401 | AMMO/CASE - POLICE | 1,267.68 |
| WOLVERINE POWER SYSTEMS | 02122 | SVC AND LOAD TEST - WASTE WTR | 700.00 |
| WOLVERINE POWER SYSTEMS | 02122 | SVC AND LOAD TEST - WASTE WTR | 790.00 |
| MICHIGAN SECTION, A.W.W.A. | 00298 | REGISTRATION FEES - WATER | 220.00 |
| KEUSCH SUPER SERVICE | 00228 | PM SERVICE AMBULANCE - MTR POOL | 67.99 |
| KEUSCH SUPER SERVICE | 00228 | OIL CHANGE, BRAKE PAD/ROTER SETS - MTR POOL | 339.73 |
| KEUSCH SUPER SERVICE | 00228 | OIL CHANGE - MTR POOL | 52.35 |

Date: 04/13/16

CITY OF PORTLAND INVOICE REGISTER

Page: 3

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|----------------------|--------|------------------------------|-------------|
| KEUSCH SUPER SERVICE | 00228 | OIL CHANGE - MTR POOL | 35.89 |
| SPRINT | 00859 | DATA & CELL SERVICE - POLICE | 119.26 |
| CMP DISTIBUTORS INC. | 01745 | BULLET PROOF VEST - POLICE | 737.00 |
| Total: | | | \$38,452.72 |

**BI-WEEKLY
WAGE REPORT
April 11, 2016**

| 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. | 7,805.23 | 177,209.75 | 4,636.78 | 67,190.46 | 12,442.01 | 244,400.21 |
| ASSESSOR | 2,985.75 | 29,226.63 | 1,237.08 | 10,455.15 | 4,222.83 | 39,681.78 |
| CEMETERY | 873.40 | 64,826.79 | 709.46 | 23,840.10 | 1,582.86 | 88,666.89 |
| POLICE | 14,052.44 | 314,124.77 | 7,071.79 | 99,278.40 | 21,124.23 | 413,403.17 |
| CODE ENFORCEMENT | 993.93 | 14,074.32 | 596.27 | 5,289.86 | 1,590.20 | 19,364.18 |
| PARKS | 1,031.89 | 46,535.57 | 915.82 | 15,611.46 | 1,947.71 | 62,147.03 |
| INCOME TAX | 1,711.00 | 38,102.51 | 2,355.67 | 24,642.54 | 4,066.67 | 62,745.05 |
| MAJOR STREETS | 2,787.39 | 68,908.12 | 3,283.59 | 42,959.46 | 6,070.98 | 111,867.58 |
| LOCAL STREETS | 2,681.56 | 52,257.85 | 3,064.85 | 31,293.02 | 5,746.41 | 83,550.87 |
| RECREATION | 882.16 | 40,833.62 | 732.12 | 19,441.85 | 1,614.28 | 60,275.47 |
| AMBULANCE | 11,998.48 | 245,926.96 | 4,386.92 | 63,352.01 | 16,385.40 | 309,278.97 |
| DDA | 1,538.40 | 20,710.72 | 1,414.95 | 3,940.69 | 2,953.35 | 24,651.41 |
| ELECTRIC | 15,026.63 | 365,763.81 | 16,207.17 | 184,240.24 | 31,233.80 | 550,004.05 |
| WASTEWATER | 9,545.35 | 203,556.53 | 10,967.04 | 109,299.59 | 20,512.39 | 312,856.12 |
| WATER | 4,225.60 | 100,753.30 | 3,900.68 | 48,511.77 | 8,126.28 | 149,265.07 |
| MOTOR POOL | 882.70 | 31,334.11 | 800.12 | 15,527.98 | 1,682.82 | 46,862.09 |
| TOTALS: | 79,021.91 | 1,814,145.36 | 62,280.31 | 764,874.58 | 141,302.22 | 2,579,019.94 |

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 4/14/16
MEETING DATE 4/18/16

| Fund | Description | Beginning Balance 3/30/16 | Total Cash in | Total Cash out | Cash Balance 4/14/16 | Time Certificates | Ending Balance 4/14/16 | |
|-------------------|---|---------------------------------|------------------|-------------------|----------------------------|----------------------------|------------------------------|--------------|
| 101 | GENERAL FUND | 780,768.80 | 139,758.57 | (149,287.64) | 771,239.73 | 235,000.00 | 1,006,239.73 | |
| 105 | INCOME TAX FUND | 53,908.94 | 66,224.11 | (72,799.50) | 47,333.55 | 10,000.00 | 57,333.55 | |
| 150 | CEMETERY PERPETUAL CARE FUND | 35,342.20 | - | - | 35,342.20 | | 35,342.20 | |
| 202 | MAJOR STREETS FUND | 95,348.96 | 6,070.98 | (22,001.70) | 79,418.24 | | 79,418.24 | |
| 203 | LOCAL STREETS FUND | 115,260.79 | 5,746.41 | (18,758.84) | 102,248.36 | | 102,248.36 | |
| 208 | RECREATION FUND | 17,203.83 | 3,851.28 | (4,371.51) | 16,683.60 | | 16,683.60 | |
| 210 | AMBULANCE FUND | 55,073.82 | 36,427.96 | (43,922.32) | 47,579.46 | | 47,579.46 | |
| 245 | MSHDA LOFT FUND | - | - | - | - | | - | |
| 248 | DDA FUND | 38,294.81 | 24,288.35 | (44,336.70) | 18,246.46 | | 18,246.46 | |
| 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 | 22,517.09 | 2,826.00 | (242.94) | 25,100.15 | | 25,100.15 | |
| 582 | ELECTRIC FUND | 37,808.89 | 128,354.43 | (126,793.40) | 39,369.92 | 530,000.00 | 569,369.92 | |
| 590 | WASTEWATER FUND | (28,472.17) | 61,009.92 | (93,554.54) | (61,016.79) | | (61,016.79) | |
| 591 | WATER FUND | 92,859.44 | 22,428.93 | (55,342.43) | 59,945.94 | 420,000.00 | 479,945.94 | |
| 661 | MOTOR POOL FUND | 7,229.04 | 27,833.10 | (16,277.85) | 18,784.29 | | 18,784.29 | |
| 703 | CURRENT TAX FUND | 18,881.03 | - | - | 18,881.03 | | 18,881.03 | |
| TOTAL - ALL FUNDS | | 1,477,114.57 | 524,820.04 | (647,689.37) | 1,354,245.24 | 1,195,000.00 | 2,549,245.24 | |
| | | | | | | ELECTRIC-RESTRICTED CASH | 319,418.00 | 319,418.00 |
| | | | | | | CUSTOMER DEPOSIT CD | 170,000.00 | 170,000.00 * |
| | | | | | | PERPETUAL CARE CD | 130,000.00 | 130,000.00 |
| | | | | | | INCOME TAX SAVINGS | 795,741.37 | 795,741.37 |
| | | | | | | ELECTRIC-PRIN & INT ESCROW | 118,781.61 | 118,781.61 |
| | | | | | | WASTEWATER DEBT ESCROW | 210,976.71 | 210,976.71 |
| | | | | | | WASTEWATER REPAIR ESCROW | 79,525.25 | 79,525.25 |
| | | | | | | DDA-PRIN & INT ESCROW | 160,512.05 | 160,512.05 |
| | | | | | | | <u>4,534,200.23</u> | |

*Customer Deposit Breakdown

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

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR March 2016

NPDES COMPLIANCE

The City WWTP was not in compliance with the NPDES permit limitations for the month of March 2016. A 5-day CBOD had been set up and placed in the incubator. It was due to come out on Easter Sunday, March 26th to be read. The operator that was working that day failed to take the sample from the incubator to be read. Standard Methods requires that the sample be read after 5 days \pm 6 hours. The sample was read the following day, which constituted a permit violation. The DEQ was notified and all noncompliance reporting was completed. With the new MiWaters reporting system, violations now appear immediately to the public. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged **11.5 million gallons** for the month of March. The treatment continues to be very good. Even with the one violation, the CBOD averaged 5 ppm, Total Suspended Solids were at 5 ppm, Fecal Coliforms were at 9 ppm, and the Phosphorus was at 1.0 ppm.

Mike and Tim completed the annual trouble spot root cutting this month. Where roots have been found to be the problem in the city mains in the past, annual root cutting has proven to be very effective in the prevention of sewer backups. We have found that cutting them in the early spring keeps them in check for the entire year.

Fleis & Vanden Brink (F&V) had brought to the attention of the DPW that there was one storm catch basin on the SW corner of Kent St. and Riverside Drive intersection that they did not know where it connected to. The WWTP workers were asked to televise from the catch basin to see if they could determine where it went. They were able to find where the line connected and this was reported to F&V.

The updated pricing for the installation of the Generator at the Riverside Lift Station was presented to the City Council for a resolution for the additional cost that will be incurred due to the generator sizing required on the Part 41 permit from the DEQ. This was approved. All parties involved in the installation have been contacted and purchase orders have been sent out. The Foundation and pad are scheduled to be installed in Mid-April.

Mike Owen responded to an after hour alarm at the Cutler Rd. lift station. He found that one of the pumps was not pumping. Mike and Tim returned to the lift station during normal work hours to see if they could find the cause of the pump not pumping. They pulled the submersible pump from the wet well and inspected for any rag blockages.

They found none, however they noticed that pieces were missing from the impellor. They bump started the pump at ground level and said that it did not sound good. The pump was removed from service and brought back to the WWTP. We located a spare impellor that came with the pumps at the lift station when it was new. We sent the new impellor and a spare mechanical seal with the pump to Kerr pumps for repair. They also found a broken motor wire and will have to have the pump recertified as intrinsically safe by the factory. We are still waiting for the return of the pump at this time.

Maintenance & Capitol Expenses for March 1, 2016 to March 31, 2016

| ITEM | COST |
|---|--------------------|
| Tom’s Do It Center – Distilled Water & 4” x 3” reducer | \$ 38.23 |
| PolyDyne – Polymer | \$ 1741.50 |
| D&E Electric – Installed GFI plugs in thickener building | \$ 303.65 |
| T.H. Eifert - Work on Hot Water heat to Gas Compressor Room | \$ 509.50 |
| USA Bluebook – Chart Paper and Chart Pens | \$ 199.79 |
| Grainger – Emergency Light & SS Bow Shackle | \$ 71.05 |
| Motion Industries – Sure Flex Coupling | \$ 51.47 |
| Menards – Bathroom Vent Fan & Light, Ceiling panels | \$ 106.94 |
| NCL – Laboratory Supplies | \$ 426.16 |
| DEQ – Annual Biosolids Fee | \$ 974.74 |
| Dave Ray & Associates – H2S Calibration Gas Cylinder | \$ 302.38 |
| Total Expenses | \$ 4725.41 |
| Total Spent YTD | \$ 37149.02 |

WASTEWATER COLLECTION SYSTEM ACTIVITY

| | |
|--|----------|
| Sewer Trouble Spots sections cleaned | 4300feet |
| Routine cleaning | 0 feet |
| Sewer call outs due to building services | 0 |
| Sewer call outs due to plugged City main | 0 |
| New connections to sewer main | 1 |
| Building Services Televised | 1 |
| Building Services Inspected | 3 |
| City Main Televised | 0 feet |

SEWER CALLOUTS

None to report.

Respectively Submitted,

Doug Sherman
 WWTP Superintendent

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
MARCH 2016**

Calls for Service

| | |
|----------------------|----|
| Dispatched | 84 |
| Patrol Originated | 13 |
| Assist to PPD | 19 |
| Assist to Fire / EMS | 6 |
| Assist Other Depts | 9 |
| Follow Up Complaints | 29 |

Arrests

| | |
|---------------------------------------|----|
| Misdemeanor Arrests (# of persons) | 9 |
| Misdemeanor Charges | 11 |
| Juvenile Apprehensions | 0 |
| Felony Arrests (# of persons) | 3 |
| Felony Charges | 4 |

Traffic Stops

| | |
|-------------------|----|
| Total Stops | 62 |
| Traffic Citations | 36 |
| Verbal Warnings | 54 |
| Parking Citations | 11 |
| Admin Citations | 0 |

Citizen Contacts

| | |
|-------------------|-----|
| Business Contacts | 107 |
| Patrol Contacts | 360 |

Assists to Other Agencies

March 1, 2016, Assist to MSP with several weather related vehicle crashes

March 12, 2016, Assist to MSP with OWI arrest on I96 near Clintonia.

March 15, 2016, Assist MSP with attempted arrest at Rowe / Coletta St.

March 20, 2016, Assist to MSP at Maynard Rd / Marsalle Rd for a crash with an intoxicated driver.

March 29, 2016, Assist to IOSH in checking the welfare of a subject living on Peake Rd.

Noteworthy:

Officers received information during the night of March 3rd of a possible threat with a firearm to occur at Portland High School. Sgt Ludwick and Officer Groenhof immediately began investigating the report and were able to interview the subject involved. Through their investigation, it was determined that the suspect had made comments about "shooting up the school" approximately one week prior. The subject had recently been under the care of a mental health provider. The family was cooperative and allowed for officers to secure the weapons they owned at the police department until the suspects mental condition could be further evaluated and

On March 14th, Officer Thomas noted the smell of marijuana emitting from a residence inside an apartment building. Interviews with the occupants revealed evidence of the regular sale of marijuana, and a quantity of marijuana was seized. Both residents were arrested for charges of Possession of Marijuana with Intent to Deliver, and property was seized that is now subject to forfeiture.

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
MARCH 2016**

Noteworthy Con't:

Officers received several larceny from motor vehicle complaints beginning on March 22nd. A post to the departments Facebook page prompted vigilant teenagers to take notice of suspicious activity in their area - they caught three juveniles in the act on March 26th, identified the juveniles, and provided their names to Sgt. Ludwick. Sgt. Ludwick then met with the juveniles who admitted to having committed the larcenies. The investigations have been forwarded to the Ionia County Prosecutors Office for their review of criminal charges.

On March 31st, Sgt Ludwick was advised that a subject living in Portland was wanted on an arrest warrant involving the sale of methamphetamine. During the arrest, prescription pills not prescribed to the suspect were located. The subject was arrested on the warrant as well as for the Possession of a Controlled Substance - Analogues. Property related to the narcotic possession was also seized.

Non-Arrestable Complaints

| | | | |
|------------------------------|---|------------------------|----|
| Assist Ambulance | 7 | Non-Criminal* | 10 |
| Assist Other Police Agencies | 5 | Suspicious Situation** | 16 |
| Found Property | 3 | Traffic crashes | 14 |
| Juvenile Trouble | 2 | Vehicle Unlock | 10 |
| | | Unfounded Alarm | 8 |

** Calls for service that are not criminal in nature. Examples include involving traffic hazards, motorist assists on the roadway, mental health, well-being checks*

*** Calls where complaint deemed suspicious or does not reach level of criminal activity. Examples include 911 hang up calls, suspicious vehicles, unwanted subjects, loud music, etc*

Arrestable Offenses**

| | | | |
|--------------------|---|----------------------|---|
| Computer Crime | 1 | MDOP | 3 |
| Counterfeit | 1 | Ordinance Violations | 7 |
| Domestic Assault | 1 | OWI | 3 |
| Embezzlment | 1 | Traffic Offenses | 9 |
| Larceny / Building | 1 | Warrant Arrests | 2 |
| Larceny / Vehicle | 6 | VCSA | 3 |

****Not indicitive 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.*



380 Wright Industrial Parkway
Pottersville, Michigan 48876

March 31, 2016

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

The following programmers have or are rebranding their offerings that are carried in the WOW! Mid-Michigan market:

- Effective 2/29/16 H2 was rebranded to VICELAND on channel 113
- Effective 4/4/2016 all Encore channels, including the multiplex and HD channels, will be rebranded as follows:
 - ✓ Encore will become Starz Encore on channel 230
 - ✓ Encore Action will become Starz Encore Action on channel 234
 - ✓ Encore Black will become Starz Encore Black on channel 240
 - ✓ Encore Classic will become Starz Encore Classis on channel 236
 - ✓ Encore Family will become Starz Encore Family on channel 233
 - ✓ Encore Suspense will become Starz Encore Suspense on channel 238
 - ✓ Encore Western will become Starz Encore Westerns on channel 242

Regards,

Dominick Silvio
System Manager

IONIA COUNTY BOARD OF COMMISSIONERS

April 12, 2016 - 4:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor

AGENDA

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

(3 minute time limit per speaker – please state name/organization)
- VI. **Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
- VII. **Unfinished Business**
 - A. Action on PA116 – Wisniewski
 - B.
- VIII. **New Business**
 - A. Green Day Presentation – Michelle Spicer
 - B. Annual Equalization Report
 - C. Request approval for construction of pavilion and addition of playground equipment at Bertha Brock Park
 - D. Household Hazardous Waste Disposal Agreement Amendment
 - E. Health Department Provider Group Affiliation Agreement
 - F. National Public Safety Telecommunications Week Resolution
 - G. Request to fill vacant Assistant Prosecuting Attorney position
 - H. Amendment to Agreement with Village of Saranac for additional Sheriff's Office services
 - I. Budget Amendment – Sheriff's Office, Drug Forfeiture Fund
 - J. Request to fill Payroll Clerk position
 - K. Request to fill part-time Commission on Aging Administrative Clerk position
 - L. Tax Allocation Board request

- M. Acknowledgement of Applications for Appointment
1. Area Agency on Aging of Western Michigan Advisory Council – One three-year term.
 2. Economic Development Corporation/Brownfield Redevelopment Authority – Three three-year terms
 3. Land Bank Authority – One three-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

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2018.
- Commission on Aging Board – One three-year term, expiring September 2017.
- Community Mental Health Services Board – One three-year term, expiring March 2017.
- Construction Board of Appeals – Two two-year terms, expiring October 2017. One of these positions serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.

Appointments for consideration in the month of May 2016:

- *Midwest Michigan Trail Authority* – Three three-year appointments; two are county commissioners; one is an Ionia County Resident Representative.

Appointments for consideration in the month of June 2016: None

**IONIA COUNTY BOARD OF COMMISSIONERS
Committee-of-the-Whole**

**April 19, 2016 - 3:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor**

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment**
(3 minute time limit per speaker – please state name/organization)
- VI. Unfinished Business**
 - A.
- VII. New Business**
 - A. Community Mental Health Annual Report – Robert Lathers, Director
 - B. Ionia Community Library Presentation – Dale Parus, Director
 - C. Departmental Reports
 - 1. Juvenile Court/Probate Court
 - 2. Emergency Management
 - 3. Health Department
 - 4. Building Department
 - D.
- VIII. Reports of Officers, Board and Standing Committees**
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees**
- X. Closed Session**
- XI. Adjournment**

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

**NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18040**

- Consumers Energy Company is requesting approval from the Michigan Public Service Commission (Commission) to reconcile its total electric utility revenues collected from those electric customers who paid provisional rates implemented by Consumers Energy for the period June 4, 2015 – November 30, 2015 with the total revenues that would have been produced by the November 19, 2015 Commission Order in Case No. U-17735.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: **Tuesday, April 26, 2016, at 9:00 a.m.**
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Mark E. Cummins**

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

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

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) February 19, 2016 application, which seeks Commission approval to reconcile its total electric utility revenues collected from those electric customers who paid provisional rates implemented by Consumers Energy between June 4, 2015 – November 30, 2015 and the total revenues that would have been produced during that period by the November 19, 2015 Commission Order in Case No. U-17735. The Company represents that the total revenues collected pursuant to the interim rates are less than the total

revenues that would have been produced by the rates ordered in the November 19, 2015 Commission Order. Consumers Energy seeks Commission approval to: 1) find and order that no refund is required pursuant to MCL 460.6a(1) with respect to the provisional rates implemented by Consumers Energy during the period of June 4, 2015 – November 30, 2015 in Case No. U-17735; and 2) find that no customer rates or charges will be increased if the specified relief requested is granted, as described in its filing.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by April 19, 2016. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201.

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

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

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

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