



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

7:00 P.M. Monday, August 15, 2016  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Motion to Excuse Council Member Johnston</u></b>	Decision
7:05 PM	<b>V. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
7:10 PM	<b>VI. <u>City Manager Report</u></b>	
	<b>VII. <u>Presentations</u> – None</b>	
	<b>VIII. <u>Public Hearing(s)</u> - None</b>	
	<b>IX. <u>Old Business</u> – None</b>	
	<b>X. <u>New Business</u></b>	
7:15 PM	<b>A. Proposed Resolution 16-66 to Amend the Budget for Fiscal Year 2016-2017</b>	Decision
7:18 PM	<b>XI. <u>Consent Agenda</u>–</b>	Decision
	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on August 1, 2016</b>	
	<b>B. Payment of Invoices in the Amount of \$61,745.66 and Payroll in the Amount of \$106,017.95 for a Total of \$167,763.61</b>	
	<b>C. Purchase Orders over \$5,000 – None</b>	
	<b>XI. <u>Communications</u>–</b>	
	<b>A. Primary Election Results</b>	
	<b>B. Ionia County Board of Commissioners Agenda for August 9, 2016</b>	
7:20 PM	<b>XII. <u>Other Business</u> - None</b>	
7:25 PM	<b>XIII. <u>City Manager Comments</u></b>	
7:30 PM	<b>XIV. <u>Council Comments</u></b>	
7:35 PM	<b>XV. <u>Adjournment</u></b>	Decision

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 16-66**  
**A RESOLUTION TO AMEND THE BUDGET**  
**FOR FISCAL YEAR 2016-2017**

**WHEREAS**, State law prohibits local units of government from ending any fiscal year with a negative fund balance in any fund; and

**WHEREAS**, the Finance Director has reviewed current fund balances and expenditures for FY 2016-2017 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

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

1. The Portland City Council approves the 2016-2017 fiscal budget amendments as listed on 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 All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.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:** August 15, 2016

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

**EXHIBIT A**

**2016-2017 FISCAL YEAR  
BUDGET  
AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>NET EFFECT</u>
202-463-775.000	MAJOR STREETS M&R Supplies	\$ 1,000	\$ 10,000	\$ (9,000)
591-441-751.000	WATER Uniform Cleaning	\$ -	\$ 600	\$ (600)
591-441-922.000	WATER Collections	\$ -	\$ 650	\$ (650)
591-441-930.000	WATER M&R Building	\$ -	\$ 3,000	\$ (3,000)
591-441-931.000	WATER M&R Equipment	\$ -	\$ 15,000	\$ (15,000)

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, August 1, 2016

In Council Chambers at City Hall

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

Guests: Kathy Parsons; Brian Rice of Fleis & VandenBrink

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

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

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman provided an update on the Kent Street Improvement Project. The project is on schedule and on budget at this time. The underground work is essentially complete.

There has been concern expressed from local residents about the cost of building permit fees. City Manager advised that the City will be looking at the fee schedule and doing a comparison study.

Mayor Barnes noted that the fees are set by Municipal Inspection Services, the third party that conducts the inspections.

Under Presentations, DDA/Main Street Director Perry presented her report on downtown activities and provided a new business report. The Quarterly Business After Hours was held last week, a Harry Potter party will be held Saturday, August 6, 2016 at the Portland District Library and another Pokémon Party will be held again in a couple of weeks. The light pole painting project has also been completed.

Eric Proctor presented information on the Beerfest on the Bridge event to be held Saturday, August 13, 2016.

Under New Business, City Manager Gorman stated the legal counsel of Archer Daniels Midland (ADM) made an addition to the Donation Agreement between ADM and the City of Portland that the use of the property at the corner of Grand River Ave. and Divine Hwy. be restricted to municipal purposes. City Manager Gorman recommended approval of the agreement with this restriction. He further stated it has been a pleasure to work with the employees of ADM.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 16-57 approving a Donation Agreement between Archer Daniels Midland (ADM) and the City of Portland.

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

The City Council considered Resolution 16-58 to approve an Environmental Site Assessment proposal from Fleis & VandenBrink for the property to be donated by ADM as outlined in Resolution 16-57. There is a clause in the donation agreement that City can withdraw from the agreement if the environmental study does not come back clean.

Mr. Rice of Fleis & VandenBrink gave an overview of the proposal from Fleis & VandenBrink. The Phase I study of this property was completed in 2014. Due to the timeframe, that results of that study have expired so it will be updated. The purpose of the Phase II is to determine if contaminants are in the soil or ground water. Samples will be collected and sent out for analysis. There will also be further investigation into historical evidence of a crude oil tank and a gravity feed line into the grain mill. There is also historic evidence of coal storage on the site that will be investigated.

There was some discussion.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 16-58 to approve an Environmental Site Assessment Proposal from Fleis & VandenBrink Engineering.

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

The City Council considered Resolution 16-63 to approve payment of bill no. 2 in the amount of \$122,134.06 to MDOT for work performed on the Kent St. Improvement Project. The City's engineer on the project has reviewed the bill and is recommending payment.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 16-63 approving payment of Bill No. 2 to the Michigan Department of Transportation for work performed on the Kent Street Improvement Project.

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

The City Council considered Resolution 16-64 to approve the proposal from Fleis & VandenBrink to provide Bridge Inspection Services for 2016. MDOT requires all bridge structures eligible for Federal funds be inspected at least once every two years. The Grand River Avenue and Bridge Street bridges were last inspected in August 2014 and the Divine Highway Bridge in August 2015 and are due to be re-inspected. The Bridge Street Bridge is a historic steel truss bridge with fracture critical members that require a special hands-on inspection that will require the bridge to be closed to traffic during the inspection. This type of bridge is required to be inspected with the same frequency as routine inspections (once every two years) in an effort to prevent a catastrophic failure. Fleis & VandenBrink provided a proposal to do the routine bridge inspections for all three bridges and the fracture critical inspection for \$3,100.00.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-64 approving Fleis & VandenBrink's proposal to provide bridge inspection services for 2016.

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

The Council considered Resolution 16-65 to appoint an Officer Delegate to represent the City at the 2016 MERS Conference, September 28-29, 2016, at the Grand Traverse Resort in Acme, MI. Each participating municipality may send an employee delegate and an officer delegate. The employee delegate is selected by ballots cast by employees and the officer delegate is appointed by the governing body. The City Manager recommends the Council appoint Deputy City Treasurer, Mindy Tolan as the City's Officer Delegate.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 16-65 appointing an Officer Delegate to represent the City at the 2016 MERS Conference.

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

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on July 18, 2016, payment of invoices in the amount of \$313,456.22 and payroll in the amount of \$150,943.08 for a total of \$464,399.30. Purchase orders to the Portland Area Fire Authority in the amount of \$27,494.47 for 1<sup>st</sup> Quarter fire services and MML Liability and Property Pool in the amount of \$81,233.00 for the insurance premium were also included.

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

Under City Manager Comments, City Manager Gorman stated that Mr. Hilligan, of the Conflux Brewing Company, is in the planning stages of his development here in Portland. He has been working with City Engineers and the Wastewater Department to determine if his business would have any impact on the City's sewer system. He has decided to have the waste created by brewing beer hauled away so there will be no impact on the Wastewater Treatment Plant. He is still working through the planning process.

City Manager Gorman reminded residents that the Primary Election will be held tomorrow, August 2, 2016. The polls are open from 7:00 A.M. to 8:00 P.M.

Under Council Comments, Mayor Barnes reminded residents that the Relay for Life event will be held Saturday, August 6, 2016 at Portland High School.

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

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

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the August 1, 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, Baldyga, and Johnston; City Manager Gorman; City Clerk Miller; DDA/Main Street Director Perry; Police Chief Kirk; Camera Operator Eric Proctor

**Presentation** - DDA/Main Street Director Perry presented her report on downtown activities and provided a new business report.

**Approval of Resolution 16-57** approving a Donation Agreement between Archer Daniels Midland (ADM) and the City of Portland.

All in favor. Adopted.

**Approval of Resolution 16-58** to approve an Environmental Site Assessment Proposal from Fleis & VandenBrink Engineering.

All in favor. Adopted.

**Approval of Resolution 16-63** approving Bill No. 2 to the Michigan Department of Transportation for work performed on the Kent Street Improvement Project.

All in favor. Adopted.

**Approval of Resolution 16-64** approving Fleis & VandenBrink's proposal to provide bridge inspection services for 2016.

All in favor. Adopted.

**Approval of Resolution 16-65** appointing an Officer Delegate to represent the City at the 2016 MERS Conference.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:33 P.M.**

All in favor. Adopted.

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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
UNITED STATES POSTAL SERVICE	00463	POSTAGE- ELC, WTR, WASTEWATER, GENERAL	932.47
FOSTER BLUE WATER OIL, LLC	02301	FUEL REFILL - CEM, PARKS	386.38
FOSTER BLUE WATER OIL, LLC	02301	DIESEL - CEM, PARKS	300.91
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	627.50
AMERICAN PUBLIC POWER ASSOC	01446	MANUALS/GUIDES - ELECTRIC	65.50
B&W AUTO SUPPLY, INC.	00030	PARTS/SUPPLIES - CEM, PARKS, ELEC, MTR POOL	650.31
BS&A SOFTWARE	00029	ANNUAL SOFTWARE SERVICE & SUPPORT - GENERAL	4,274.00
CLEAN HARBORS ENVIRONMENTAL SERVICE	02120	CHANGE OUT CHARCOAL FILTERS FOR AST VESSELS -	1,950.50
CMP DISTRIBUTORS INC.	01745	AMMO - POLICE	206.55
CMP DISTRIBUTORS INC.	01745	BULLET PROOF VESTS - POLICE	1,462.00
DAVID L. KEILEN	00107	RECONNECT 480V RAS PUMP - WASTE WTR	110.00
DORNBOS, SIGN & SAFETY, INC.	00067	FLAG, STICK, SIGN - LOC STS	204.05
DORNBOS, SIGN & SAFETY, INC.	00067	BRUSH DROP OFF SIGN - MAJ STS, LOC STS	65.00
DORNBOS, SIGN & SAFETY, INC.	00067	COMPOST SIGNS - LOC STS, MAJ STS	350.00
ELHORN ENGINEERING	00139	EL-CHLOR 5/GAL CARBOY - WATER	391.95
FAMILY FARM & HOME	01972	CONCRETE MIX - PARKS	5.98
FAMILY FARM & HOME	01972	WASP SPRAY, SCREWS, NUT & BOLTS - PARKS	16.18
FAMILY FARM & HOME	01972	WASP SPRAY, NUTS & BOLTS - PARKS	10.30
FAMILY FARM & HOME	01972	QUICK LINK - ELECTRIC	22.05
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	24.00
GRAND TRAVERSE RESORT & SPA	01608	HOTEL STAY FOR MERS CONFERENCE - GEN, ELECTRIC	689.80
GREAT LAKES COATINGS	00178	CRACK SEALER, BRONZE BALL VALVE, HOSE COVER -M	2,414.60
GROSS MACHINE SHOP	00180	FIX ROLLER ON INFIELD RAKE - CEM, PARKS	80.00
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	86.49
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	380.00
INTERSTATE BILLING SVC	00202	PARTS FOR SKID STEER - ELECTRIC	2,189.23
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	1,678.45
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	406.90
KENTUCKY BAR ASSOCIATION	MISC	2016/2017 DUES - CITY MANAGER	310.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
KEUSCH SUPER SERVICE	00228	PROPANE FILL - MTR POOL	237.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - CEM, PARKS	844.45
MCFADDEN LAW OFFICE PLLC	02299	JULY LEGAL SERVICES - POLICE	575.00
MENARDS	00260	SPRAY PAINT, FLOOR PAINT, CONCRETE - CEM, PARK	96.34
MHR BILLING	01780	BILL SERVICE - AMBULANCE	648.00
MICHIGAN.COM	02336	LEGAL NOTICES - GEN, ECON DEV	371.00
MICHIGAN CRITICAL POWER	02414	GENERATOR PARTS/INSTALL - WASTE WTR	3,500.00
MOYER CONSTRUCTION	00316	CURB REPLACEMENT, SIDEWALK & CURB REPLACEMENT	4,272.00
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	2,182.00
MUNICIPAL SUPPLY CO.	00324	SUPPLIES - WATER	253.84
MUNICIPAL SUPPLY CO.	00324	SPOOL PIECE, CONNECTION KIT - WATER	412.40
MUNICIPAL SUPPLY CO.	00324	HORNET SPRAY - ELECTRIC	72.00
MIKE OWEN	01809	CLOTHING ALLOWANCE - WASTE WTR	63.59
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY INSPECTIONS 30% FILTERS INCLD- CITY	779.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.70
RESCO	00392	SUPPLIES - ELECTRIC	1,412.40
RIVERSIDE INTEGRATED SYSTEMS	01441	ANNUAL MONITORING FEE - CITY HALL	300.00
S&K TROPHIES AND PLAQUES	00401	MEN'S TROPHY - REC	30.00
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VAN BRO'S IRRIGATION INC.	01762	GEAR DRIVE HEAD, DRIP PIPE FITTING - CITY HALL	73.39
VERIZON WIRELESS	00470	CELL PHONES - CEM, PARKS, REC, CODE, AMB, ELC	314.31
WESTPHALIA MILLING CO.	00480	FIELD MARKER, WEED KILLER - CEM, PARKS	197.10
MARY BECKHOLD	01113	ELECTION WAGES - ELECTION	136.00
NOREEN LOGEL	01105	ELECTION WAGES - ELECTION	149.70
YVONNE M. MILLER	00037	ELECTION WAGES - ELECTIONS	149.70
DOROTHY PLATTE	01111	ELECTION WAGES - ELECTIONS	127.50
RICHARD POHL	00508	ELECTION WAGES - ELECTIONS	127.50
KAY PARKHOUSE	01965	ELECTION WAGES - ELECTIONS	127.50
KATHLEEN POHL	01819	ELECTION WAGES - ELECTIONS	136.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
LORETTA SCHRAUBEN	01420	ELECTION WAGES - ELECTIONS	127.50
CAROL MCLANE	01966	ELECTION WAGES - ELECTIONS	127.50
ARLENE SMITH	02416	ELECTION WAGES - ELECTIONS	127.50
LINDA BOWER	02417	ELECTION WAGES - ELECTIONS	127.50
ROGER HABEGGER	01841	ELECTION WAGES - ELECTIONS	102.00
DORA GILLMER	02294	ELECTION WAGES - ELECTIONS	127.50
CHRIS DAVIS	MISC	ENERGY OPTZ - ELECTRIC	30.00
CULLIGAN	02130	WATER - CITY HALL	12.00
FREDRICKSON SUPPLY LLC	02104	SCREEN WELDMENT, FLOAT ARM ASSEMBLY - MTR POOL	1,161.27
HYDRO DYNAMICS	02203	ANNUAL STATION INSPECTION - WASTE WTR	1,450.00
T&R SERVICE COMPANY	MISC	PCB ANALYSIS - ELECTRIC	210.00
LOCAL COMMUNITY STABILIZATION AUTHOMISC		REIMB OF COM STAB OVERPAYMENT - GENERAL	1,026.51
CITY OF PORTLAND	00701	POSTAGE, MILEAGE REIMB - GEN,ELECTIONS,INC TAX	190.97
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	935.54
BS&A SOFTWARE	00029	ASSESSING.NET TRAINING - ASSESSING	205.00
MHR BILLING	01780	MONTHLY BILL SERVICE - AMBULANCE	1,440.00
RESCO	00392	BOX PAD W HOLD DOWNS - ELECTRIC	1,020.00
LANSING UNIFORM COMPANY	00962	SHOULDER PATCHES - POLICE	550.00
TASER INTERNATIONAL INC	01750	TASER HOLSTER - POLICE	81.11
VILLAGE LAUNDRY	01490	DRY CLEANING - POLICE	132.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	85.00
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	421.74
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	7,769.66
MRE SERVICES, INC.	00318	JUNE COMPUTER SERVICES - ECON DEV,GEN,POL,INC	2,321.16
MRE SERVICES, INC.	00318	JULY COMPUTER SERVICES - GENERAL	327.50
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	541.00
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET - ELECTRIC	32.97
PLEUNE SERVICE COMPANY INC.	00741	SERVICE HVAC AT CITY HALL - CITY HALL	338.60
GRANGER CONTAINER SERVICE	00175	REFUSE - POLICE, COMM PROMO, ELECTRIC	152.58

Date: 08/11/16

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER CONTAINER SERVICE	00175	REFUSE - WASTE WTR	152.58
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	2,254.45
Total:			\$61,745.66

**BI-WEEKLY  
WAGE REPORT  
August 15, 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.	9,244.37	34,221.85	2,259.97	12,409.05	11,504.34	46,630.90
ASSESSOR	1,000.54	3,899.24	77.14	300.62	1,077.68	4,199.86
CEMETERY	3,859.37	13,735.41	343.10	4,562.51	4,202.47	18,297.92
POLICE	14,488.38	61,437.31	3,125.74	17,250.92	17,614.12	78,688.23
CODE ENFORCEMENT	610.18	2,418.07	46.67	1,378.23	656.85	3,796.30
PARKS	5,161.09	20,351.56	444.30	4,824.68	5,605.39	25,176.24
INCOME TAX	1,763.35	7,540.73	511.26	5,520.89	2,274.61	13,061.62
MAJOR STREETS	2,179.66	13,704.25	466.99	10,626.53	2,646.65	24,330.78
LOCAL STREETS	3,752.03	11,286.46	924.69	5,579.63	4,676.72	16,866.09
RECREATION	760.75	3,238.18	106.82	1,766.24	867.57	5,004.42
AMBULANCE	10,552.23	42,385.40	1,254.58	10,783.27	11,806.81	53,168.67
DDA	1,584.80	6,246.40	783.75	3,265.28	2,368.55	9,511.68
ELECTRIC	17,172.47	67,236.51	3,144.21	38,928.80	20,316.68	106,165.31
WASTEWATER	9,786.35	38,304.62	2,472.83	25,476.43	12,259.18	63,781.05
WATER	4,295.28	18,442.62	1,167.05	8,760.10	5,462.33	27,202.72
MOTOR POOL	2,126.51	8,091.00	551.49	5,442.93	2,678.00	13,533.93
<b>TOTALS:</b>	<b>88,337.36</b>	<b>352,539.61</b>	<b>17,680.59</b>	<b>156,876.11</b>	<b>106,017.95</b>	<b>509,415.72</b>



# PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR JULY 2016

## NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of July 2016. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

## OPERATIONS

The WWTP treated and discharged **10.3 million gallons** for the month of July. The treatment continues to be very good. The CBOD averaged 4 ppm, Total Suspended Solids were at 6 ppm, Fecal Coliforms were at 4 ppm, and the Phosphorus was at 0.7 ppm.

C&L Trucking completed the sanitary sewer portion of the Kent St. improvement project.

The #2 Return Activated Sludge RAS pump failed. The pump was sent out for repair. Upon examination by HydroDynamics, they found that the mechanical seal had failed and as a result had done considerable damage to the rotor shaft. They anticipate that it will take 4 – 5 weeks for the replacement shaft. In the meantime they quoted a price for a new pump that was very reasonable. The new pump was available immediately and was approved and purchased. The old pump was approved for repair and will become a spare as we have three active pumps that use the same pump. This will assure us that we do not risk operational problems while waiting for a pump to be repaired in the future. We also entered into an Annual Pump Maintenance & Inspection with HydroDynamics. This includes coming to our site and maintaining the six pumps at the WWTP. The equipment is inspected, the oil is checked in the motors, and the impellers and wear plates are adjusted per manufacture recommendations. This should help us become proactive instead of reactive with the care of the pumps and help reduce operational risks.

Consumers installed the new gas service to the Riverside lift station for the new generator. Michigan Critical Power was then able to complete the installation. The new standby generator is now operational. The lift station is now protected from unanticipated power outages with the use of an automatic transfer switch which recognizes the loss of line power and starts the generator to supply power for the pumps.

The WWTP had kept the remaining Chlorine that was used for disinfection prior to the 2012 upgrade to use in case filamentous problems were encountered. We have found that filamentous in the treatment process has not been a problem and had the chlorine removed from the WWTP along with any empty cylinders for credit. This makes for a safer work environment, eliminates the need to report annually for SARA Title 3, Tier two reporting, and also reduces the risk of terrorist accessing chlorine from our site.

Cardinal container picked up the empty polymer drums for recycling. When there are 12 or more drums, this is a free service. Their service is normally required only once per year.

Bids for replacing the Duro Last membrane roof on the Secondary Digester were begun. The existing membrane roof was installed over thirty years ago and is becoming worn and brittle. Last September I had a representative from Duro Last inspect the roof. He found several small cuts and tears that we could temporarily seal with caulk to avoid damaging the wood roof sheathing beneath the membrane. As soon as I have three or more bids, I will be presenting this for approval to proceed. I have included the anticipated cost in my budget for this year.

### **Maintenance & Capitol Expenses for July 1, 2016 to July 31, 2016**

<b>ITEM</b>	<b>COST</b>
Tom's Do It Center – Fan	\$ 19.99
USA Bluebook – Quick Pro peristaltic pump head	\$ 105.95
NCL – 2 Gal Carboy w/spigot	\$ 119.20
Kerr Pumps – Cutler Rd Lift Station Pump Freight	\$ 87.91
Pleune Service – Annual CSD-1 Boiler Inspection	\$ 218.00
<hr/>	
<b>Total Expenses</b>	<b>\$ 551.05</b>
<b>Total Spent YTD</b>	<b>\$ 551.05</b>

### **WASTEWATER COLLECTION SYSTEM ACTIVITY**

Sewer Trouble Spots sections cleaned	2190feet
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	0
Building Services Televised	1
Building Services Inspected	0
City Main Televised	0 feet

### **SEWER CALLOUTS**

Respectively Submitted,

Doug Sherman  
 WWTP Superintendent

**PRIMARY ELECTION  
RESULTS  
AUGUST 2, 2016**

RACE	PRECINCT 1	PRECINCT 2	CITY TOTAL	COUNTY	STATE
<b>REPUBLICAN PARTY PRIMARY</b>					
<b><u>JUDGE OF CIRCUIT COURT</u></b>					
Tissue-Daws, Monica	28	34	62	1,077	
Finegood, Ronald	7	22	29	570	
Schafer, Ronald	118	210	328	4,284	
<b><u>REPRESENTATIVE FOR CONGRESS - 3RD DISTRICT</u></b>					
Amash, Justin	139	236	375	5,470	55,715
<b><u>REPRESENTATIVE IN STATE LEGISLATURE - 87TH DISTRICT</u></b>					
Calley, Julie	138	245	383	3,566	12,502
<b><u>COUNTY PROSECUTING ATTORNEY</u></b>					
Downes, Watler	45	57	102	2,340	
Butler, Kyle	92	200	292	3,632	
<b><u>COUNTY SHERIFF</u></b>					
Sower, Dion	22	41	63	2,180	
Miller, Dale	105	209	314	3,985	
<b><u>COUNTY CLERK</u></b>					
Hengesbach, Justin	97	134	231	2,027	
Cooper, Janae	44	129	173	3,736	
<b><u>COUNTY TREASURER</u></b>					
Judith A. Clark	121	233	354	5,234	
<b><u>COUNTY REGISTER OF DEEDS</u></b>					
Adams, Diane	122	228	350	5,276	
<b><u>COUNTY DRAIN COMMISSIONER</u></b>					
Rose, Robert	46	63	109	3,067	
Beutler, Kevin	40	97	137	1,598	
Newburry, Jim	32	53	85	920	
<b><u>COUNTY COMMISSIONER - 7TH DISTRICT</u></b>					
Sharp, Georgia Ricardson	83	139	222	455	
Bair, Jonathan	44	105	149	284	
<b><u>DELEGATE TO COUNTY CONVENTION - PCNT 1 ONLY</u></b>					
Geiger, Greg	86		86		
Mishler, Brian	77		77		
Kennedy, Justin (Write In)	3		3		
Butler, Kyle		176	176		
VanGoor, James		105	105		
<b>DEMOCRATIC PARTY PRIMARY</b>					
<b><u>REPRESENTATIVE FOR CONGRESS - 3rd DISTRICT</u></b>					
Smith, Douglas	59	67	126	1,073	20,296
<b><u>REPRESENTATIVE IN STATE LEGISLATURE - 87TH DISTRICT</u></b>					
Anderson, Eric	59	67	126	639	1,409
<b>PROPOSALS</b>					
<b><u>COUNTYWIDE LIBRARY MILLAGE</u></b>					
Yes	148	242	390	4,519	
No	63	112	175	2,983	

**PRIMARY ELECTION  
RESULTS  
AUGUST 2, 2016**

	<b>Absentee Ballots</b>	<b>Voters</b>	<b>Registered Voters</b>	<b>% Turnout</b>
<b>Precinct 1</b>	105	223	1,263	<b>17.66%</b>
<b>Precinct 2</b>	163	367	1,407	<b>26.08%</b>
<b>Total</b>	<b>268</b>	<b>590</b>	<b>2,670</b>	<b>22.10%</b>

**\*45% of Voter Turnout was by Absentee Ballot**



# **IONIA COUNTY BOARD OF COMMISSIONERS**

**August 9, 2016 - 4:00 p.m.  
Commissioners' Meeting Room – Courthouse – 3<sup>rd</sup> Floor**

## **AGENDA**

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

(3 minute time limit per speaker – please state name/organization)
- VI. Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business**
  - A.
- VIII. New Business**
  - A. Trash Removal & Recycling Services Agreement
  - B. Three-year Agreement for IT Security Assessment Services
  - C. Health Department Speech Therapy Referral Agreement
  - D. Grant Agreement with Michigan Department of Health & Human Services  
Amendment #4
  - E. 2017 Budget Recommendation
  - F. Acknowledgement of Applications for Appointment to Road Commission  
Board
  - G.
- 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 2016.
- 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.
- Park Advisory Board – One two-year term, expiring January 2018.
- Road Commission – One six-year term, expiring December 2020.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2016.

**Appointments for consideration in the month of September 2016:**

- *Commission on Aging Board* – Two three-year appointments.

**Appointments for consideration in the month of October 2016:**

- *Construction Board of Appeals* – One three-year appointment.