



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

7:00 p.m. Monday, August 5, 2013
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:03 PM	A. Excuse the Absence of Mayor Barnes	Motion
7:04 PM	IV. <u>City Manager Report</u>	
7:20 PM	V. <u>Presentations</u>	
7:25 PM	A. DDA/Main Street Director Reagan – Downtown Report	
7:30 PM	VI. <u>Public Hearing(s)</u> – None	
7:35 PM	VII. <u>Old Business</u>	
7:37 PM	VIII. <u>New Business</u>	
7:35 PM	A. First Reading of Ordinance 1A to Repeal Section 14-3 of the City Code of Ordinances and to Add Article II, Section 14-10 through 14-15 to the City Code of Ordinances to Regulate the Discharge of Consumer Fireworks in the City.	
7:37 PM	B. First Reading of Ordinance 171B to Amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances Regulating the Division of Land in the City and add Sections 16-2, 16-3, 16-4 and 16-5 to the City Code of Ordinances to Provide Application Standards, Procedure, Approval Standards, and Consequences of Noncompliance with Land Division Approval Requirements	
7:35 PM	C. Proposed Resolution 13-64 Approving a Contractual Rate Increase for Biosolids Management Services	Motion
7:37 PM	D. Proposed Resolution 13-65 Approving the Board of Light and Power’s Recommendation to Purchase a Metering Cabinet, Meter, Socket, and Ground Sleeve to Meter Electricity Generated at the City’s Hydroelectric Plant	Motion
7:40 PM	E. Proposed Resolution 13-66 Approving the Board of Light and Power’s Recommendation to Approve GRP Engineering, Inc.’s Proposal to Provide Mapping Services for the City’s Electrical System	Motion

Estimated Time		Action Requested
7:45 PM	<p>IX. <u>Consent Agenda</u></p> <ul style="list-style-type: none"> A. Minutes & Synopsis from the Regular City Council Meeting held on July 15, 2013 B. Payment of Invoices in the Amount of \$153,545.84 and Payroll in the Amount of \$231,904.81 for a Total of \$385,450.65 C. Purchase Orders over \$5,000 <ul style="list-style-type: none"> 1. To Resco in the amount of \$15,217.00 for transformers. 2. To United States Geological Survey in the amount of \$7,850.00 for the Streamgaging Station 	Motion
	<p>X. <u>Communications</u></p> <ul style="list-style-type: none"> A. Police Department Report for June 2013 B. Ambulance Report for July 2013 C. Code/Zoning Report for July 2013 D. Water Department Report for July 2013 E. Utility Billing Report for June 2013 F. DDA Treasurer's Report for July 10, 2013 G. Police Department Communication re: Duke's Corn Hole Tournament H. ICEA Thank You Letter I. WOW! Communications J. Ionia County Board of Commissioners Agenda for July 16, 2013 K. Ionia County Board of Commissioners Agenda for July 23, 2013 L. MPSC Notice of Hearing for Consumers Energy 	
7:47 PM	<p>X. <u>Public Comment</u> (5 minute time limit per speaker)</p>	
7:52 PM	<p>XI. <u>Other Business</u></p>	
7:52 PM	<p>XII. <u>Council Comments</u></p>	
7:55 PM	<p>XIII. <u>Adjournment</u></p>	Motion

**CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan**

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

ORDINANCE NO. 1A

**AN ORDINANCE TO REPEAL SECTION 14-3 OF THE CITY CODE OF
ORDINANCES AND TO ADD ARTICLE II, SECTIONS 14 -10 THROUGH 14-15
TO THE CITY CODE OF ORDINANCES TO REGULATE THE DISCHARGE
OF CONSUMER FIREWORKS IN THE CITY**

THE CITY OF PORTLAND ORDAINS:

SECTION 1. REPEAL. Section 14-3 of the City Code of Ordinances is repealed and the Section number reserved for future use.

SECTION 2. AMENDMENT. The City Code of Ordinances is amended by adding Sections 14-6 through 14-11 to read as follows

Section 14-10 Fireworks Definitions.

The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

(a) "Alcoholic liquor" means that term as defined in section 1d of the Michigan Vehicle Code, 1949 PA 300, MCL 257.1d, as amended.

(b) "APA standard 87-1" means 2001 APA standard 87-1, standard for construction and approval for transportation of fireworks, novelties, and theatrical pyrotechnics, as published by the American pyrotechnics association of Bethesda, Maryland.

(c) "Consumer fireworks" means fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, as amended, and that are listed in APA Standard 87-1: 3.1.2, 3.1.3, or 3.5. Consumer fireworks does not include low-impact fireworks.

(d) "Controlled substance" means that term as defined in section 8b of the Michigan Vehicle Code, 1949 PA 300, MCL 257.8b, as amended.

e) "Fireworks" means any composition or device, except for a starting pistol, a flare gun, or a flare, designed for the purpose of producing visible or audible effect by combustion, deflagration, or detonation.

(f) "Low-impact fireworks" means ground and handheld sparkling devices as that phrase is defined in APA standard 87-1: 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.

(g) "Minor" means an individual who is less than 18 years of age.

(h) "Holiday" means any of the following:

- (1) New Years' Day, January 1.
- (2) Birthday of Martin Luther King, Jr., the third Monday in January.
- (3) President's Day, the third Monday in February.
- (4) Memorial Day, the last Monday in May.
- (5) Independence Day, July 4.
- (6) Labor Day, the first Monday in September.
- (7) Columbus Day, the second Monday in October.
- (8) Veteran's Day, November 11.
- (9) Thanksgiving Day, the fourth Thursday in November.
- (10) Christmas Day, December 25.

Section 14-11 Ignition, Discharge and Use of Consumer Fireworks.

(a) A person shall not ignite, discharge or use consumer fireworks in the City except on the day preceding, the day of, or the day after a holiday, in accordance with state and federal laws and applicable City ordinances.

(b) A person shall not ignite, discharge or use consumer fireworks between the hours of 1 a.m. and 8:00 a.m. on the day preceding, the day of, or the day after a holiday, in accordance with state and federal laws and applicable City ordinances.

Section 14-12 Possession of Consumer Fireworks by a Minor.

A minor shall not possess, ignite, discharge or use consumer fireworks.

Section 14-13 Prohibited Conduct.

(a) A person shall not ignite, discharge, or use consumer fireworks on public property, school property, church property, or the property of another person without that organization's or person's express permission to use those fireworks on those premises.

(b) A person shall not use consumer fireworks or low-impact fireworks while under the influence of alcoholic liquor, a controlled substance, or a combination thereof.

(c) A person shall not ignite, discharge, or use consumer fireworks during periods of drought or other dangerous situation where the City's Fire Chief, or designated City fire official, has determined a hazardous condition or risk of wildfire exists in accordance with applicable provisions of the City fire code.

Section 14-14 Determination of Violation; Seizure.

If a City police officer determines that a violation of this article has occurred, the officer may seize the consumer fireworks as evidence of the violation.

Section 14-15 Penalty.

(a) A violation of any section of this article shall be punishable as a municipal civil infraction punishable by a civil fine of not less than \$100 nor more than \$500.

(b) In addition to the penalties provided by this section, the district court shall have the equitable jurisdiction to enforce any judgment, writ, or order necessary to enforce any provision of this article, including, but not limited to, abatement of any violating condition or the granting of any injunctive relief.

(c) Following final disposition of a finding of responsibility for violating this article, the City may dispose of or destroy any consumer fireworks that were retained as evidence in that prosecution.

(d) In addition to any penalty, a person that is found responsible for a violation of this article shall be required to reimburse the City for the costs of storing, disposing of, or destroying consumer fireworks that were confiscated for a violation of this article.

SECTION 3. PUBLICATION AND EFFECTIVE DATE. This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2013

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: August 5, 2013

Adopted: _____, 2013

Published: _____, 2013

Effective: _____, 2013

CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan

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

ORDINANCE NO. 171-B

AN ORDINANCE TO AMEND CHAPTER 16, ARTICLE I, SECTION 16-1 OF THE CITY CODE OF ORDINANCES REGULATING THE DIVISION OF LAND IN THE CITY AND ADD SECTIONS 16-2, 16-3, 16-4 AND 16-5 TO THE CITY CODE OF ORDINANCES TO PROVIDE APPLICATION STANDARDS, PROCEDURE, APPROVAL STANDARDS, AND CONSEQUENCES OF NONCOMPLIANCE WITH LAND DIVISION APPROVAL REQUIREMENTS

THE CITY OF PORTLAND ORDAINS:

SECTION 1. AMENDMENT. Chapter 16, Article I, Section 16-1 of the City Code of Ordinance is amended to read as follows:

Sec. 16-1 Land Divisions

The division of any lot or parcel of land in the City is prohibited, unless approved by the City Assessor in accordance with the requirements of this Article.

SECTION 2. AMENDMENT. Chapter 16, Article I of the City Code of Ordinance is amended by adding sections 16-2, 16-3, 16-4, and 16-5 to read as follows:

Sec. 16-2 Application Standards

An applicant shall file all of the following with the municipal clerk or other official designated by the city council for review and approval of a proposed land division before making any division either by deed, land contract, lease for more than one year, or for building development:

- (1) A completed application form on such form as may be provided by the city.
- (2) Proof of fee ownership of the land proposed to be divided.
- (3) A survey map of the land proposed to be divided, prepared pursuant to the survey map requirements of 1970 PA 132 (MCL 54.211) by a land surveyor licensed by the state and showing the dimensions and legal descriptions of the existing parcel and the parcels proposed to be created by the division, the location of all existing structures and other

land improvements, and the accessibility of the parcels for vehicular traffic and utilities from existing public roads, unless waived by the assessor.

- (4) Proof that all standards of the land division act (MCL 560.101 et seq.) and this article have been met.
- (5) The history and specifications of any previous divisions of land of which the proposed division was a part sufficient to establish the parcel to be divided was lawfully in existence as of March 31, 1997, the effective date of the land division act (MCL 560.101 et seq.).
- (6) Proof that all due and payable taxes or installments of special assessments pertaining to the land proposed to be divided are paid in full.
- (7) If transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
- (8) All divisions shall result in "buildable" parcels containing sufficient "buildable" area outside of unbuildable wetlands, floodplains and other areas where buildings are prohibited therefrom, and with sufficient area to comply with all required setback provisions, minimum floor areas, off-street parking spaces, on-site sewage disposal and water well locations (where public water and sewer service is not available), and maximum allowed area coverage of buildings and structures on the site.
- (9) The fee, as may from time to time be established by resolution of the city council, for land division reviews pursuant to this article to cover the costs of review of the application and administration of this article and the land division act.

Sec 16-3

Procedure

- (1) Upon receipt of a land division application package, the city clerk or other official designated by the city council shall forthwith submit the application package to the city assessor. The city assessor will approve, or approve with reasonable conditions to ensure compliance with applicable ordinances and the protection of public health, safety, and general welfare, or disapprove the land division applied for within 30 days after receipt of the application package conforming to this ordinance's requirements, and will promptly notify the applicant of the decisions and the reasons for any denial. If the application package does not conform to this ordinance's requirements and the land division act (MCL 560.101 et seq.), the assessor will return the

application package to the applicant for completion and re-filing in accordance with this article and the land division act (MCL 560.101 et seq.).

- (2) Any person or entity aggrieved by the decision of the assessor may, within 30 days of such decision, appeal the decision to the city council which will consider and resolve such appeal by a majority vote of the council at its next regular meeting or session affording sufficient time for a 20-day written notice to the applicant (and appellant where other than the applicant) of the time and date of such meeting and appellate hearing.
- (3) The city assessor will maintain an official record of all approved land divisions or transfers.

Sec. 16-4 Approval Standards

- (1) All the parcels to be created by the proposed land division fully comply with the applicable lot (parcel), yard and area requirements of the applicable zoning ordinance, including, but not limited to, minimum lot (parcel) frontage/width, minimum road frontage, minimum lot (parcel) area, minimum lot width to depth ratio, and maximum lot (parcel) coverage and minimum setbacks for existing buildings/structures.
- (2) The proposed land division complies with all requirements of the land division act (MCL 560.101 et seq.) and this ordinance.
- (3) All parcels created and remaining have existing adequate accessibility, or an area available therefor, to a public road for public utilities and emergency and other vehicles not less than the requirements of the applicable zoning ordinance, major thoroughfare plan, road ordinance or this article. In determining adequacy of accessibility, any ordinance standards applicable to plats shall also apply as a minimum standard whenever a parcel or tract is proposed to be divided to create four or more parcels.
- (4) In the absence of applicable zoning or other ordinances providing a different standard, all parcels created by a land division shall comply with the following minimum standards:
 - a. Where accessibility is to be provided by a proposed new dedicated public road, proof that the city engineer or state department of transportation has approved the proposed layout and construction design of the road and of utility easements and drainage facilities connected therewith.

b. Where accessibility by vehicular traffic and for utilities is permitted through other than a dedicated and accepted public road or easement, such accessibility shall comply with the City 's private road requirements.

.Sec. 16-5 Consequences Of Noncompliance With Land Division Approval Requirements

- (1) Any parcel created in noncompliance with this article will not be eligible for any building permits, or zoning approvals, such as special land use approval or site plan approval, and will not be recognized as a separate parcel on the assessment roll.
- (2) In addition, violation of any section of this article is punishable as a municipal civil infraction punishable by a civil fine of not less than \$100 nor more than \$500.
- (3) In addition to the penalties provided by this section, the district court shall have the equitable jurisdiction to enforce any judgment, writ, or order necessary to enforce any provision of this article, including, but not limited to, abatement of any violating condition or the granting of any injunctive relief.

SECTION 3. PUBLICATION AND EFFECTIVE DATE. This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2013

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: _____, 2013

Adopted: _____, 2013

Published: _____, 2013

Effective: _____, 2013

CERTIFICATION

I certify that the foregoing is a true and complete copy of Ordinance No _____, which was adopted by the Portland City Council at a regular meeting, held on _____, 2013, which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: _____, 2013

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. 13-64

**A RESOLUTION APPROVING A CONTRACTUAL RATE INCREASE FOR
BIOSOLIDS MANAGEMENT SERVICES**

WHEREAS, the City entered a five-year biosolids management services agreement (the Agreement) with Synagro Central LLC (Synagro) that maintained existing prices for the first two years (service years July 1, 2009 through June 30, 2011) and allows the Agreement to be increased based upon the Consumers Price Index (CPI) for the closest metropolitan area to the Wastewater Treatment Plant capped at 3% for the next three years (service years July 1, 2011 through June 30, 2014); and

WHEREAS, in 2011 the City approved a 3% rate increase for the third year of the Agreement (service year July 1, 2011 until June 30, 2102) because the CPI index for the closest metropolitan area (Detroit) for the prior year was 4.2%; and

WHEREAS, in 2012 the City approved a 0.4% rate increase for the fourth year of the Agreement (service year July 1, 2012 until June 30, 2013 because the CPI index for the closest metropolitan area (Detroit) for the prior year was 0.4%; and

WHEREAS, Synagro has requested a 2.1% increase for the fourth year of the agreement (service year July 1, 2013 until June 30, 2014) based the change in CPI, a copy of Synagro's request that includes a copy the U.S. Bureau of Labor Statistics CPI web page is attached as Exhibit A; and

WHEREAS, a 2.1% increase would change biosolids management services rates to the following:

<u>Service type</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
Loading, Transportation and Land Application	\$0.0429/gal	\$0.0438/gal
Sample Testing Metals	\$385.73	\$393.83
Sample Testing Fecal	\$385.73	\$393.83

WHEREAS, the City Manager has reviewed the request and is recommending that the City Council approve it.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves a 2.1% rate increase beginning July 1, 2013 for biosolids management services.

2. The City Manager is authorized to sign the rate adjustment notification letter with a 2.1% rate adjustment based on CPI.
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: August 5, 2013

Monique I. Miller, City Clerk

SYNAGRO

July 30th, 2013

Mr. Tom Dempsey
City of Portland WWTP
259 Kent Street
Portland, MI 48875

Fax 517-647-2938

Dear Mr. Dempsey,

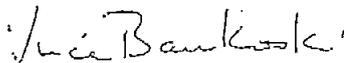
I apologize that I was booked up with meetings this afternoon. I would be happy to call you on Wednesday.

I have adjusted the 2012 unit pricing in the attached letter, and I inserted the BLS CPI statistics which were not available on July 5th (they are normally released 21 days into the month). This is the most current data available.

I will send a hard copy to your attention. Please dispose of the letter you have in hand.

Thanks.

Sincerely,



Vince Bankoski
Area Account Representative





July 30th, 2013

Mr. Tom Dempsey
City of Portland WWTP
259 Kent Street
Portland, MI 48875

Re: Agreement for Professional Services; Portland Wastewater Treatment Plant

Dear Mr. Dempsey,

Please review this updated document.

Synagro may no more than once each anniversary year request an increase in the fixed price effective at the beginning with the current contract year (7/01/2013). The contractor's price shall be increased annually consistent with the Consumer Price Index for the Detroit, MI area. We hereby request an adjustment for cost escalation calculated as follows:

The CPI percentage change for August 2012 – June 2013 was 2.10 percent (see attached BLS CPI table).

Description	Current Price	New Price
Land Application	\$.0429/gal	\$.0438/gal
Sludge Testing, Metals	\$385.73 each	\$ 393.83 each
Sludge Testing, Fecal	\$385.73 each	\$ 393.83 each

We shall adjust and prepare our invoices with the new rate effective July 1st, 2013 through May 31st, 2014 as stated above. In addition, **please sign and return a copy of this notification in the enclosed envelope.** Thank you for your assistance and your continued business.

Sincerely,

Vince Bankoski
Area Account Representative

Signed:

Mr. Tom Dempsey
Portland WWTP

Atch: BLS CPI 2012-2013 Detroit-Ann Arbor, MI

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Data extracted on: July 30, 2013 (3:19:29 PM)

Consumer Price Index - All Urban Consumers

Series Id: CUURA208SA0, CUUSA208SA0
Not Seasonally Adjusted
Area: Detroit-Ann Arbor-Flint, MI
Item: All Items
Base Period: 1982-84=100

Download: .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2003		182.4		182.2		182.8		183.6		183.3		181.3	182.5	182.2	182.9
2004		183.4		184.7		185.8		186.8		187.6		185.3	185.4	184.2	186.6
2005		187.8		189.8		189.6		192.2		195.1		192.4	190.8	188.7	193.0
2006		194.8		197.2		196.8		198.6		196.6		196.4	196.6	195.9	197.2
2007		198.064		200.418		201.585		199.679		201.786		200.201	200.129	199.588	200.670
2008		202.378		205.281		207.593		209.484		205.238		197.991	204.748	204.466	205.030
2009		201.913		202.373		204.537		204.673		205.079		203.880	203.496	202.393	204.599
2010		203.380		205.248		204.891		205.412		205.824		206.384	205.085	204.422	205.749
2011		206.816		211.673		213.506		213.924		212.927		213.505	211.760	210.069	213.452
2012		214.836		216.194		214.464		217.098		218.104		216.569	216.082	215.084	217.081
2013		218.893		218.904		221.607								219.380	

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U.S. Bureau of Labor Statistics | Postal Square Building, 2 Massachusetts Avenue, NE Washington, DC 20212-0001
www.bls.gov | Telephone: 1-202-691-5200 | TDD: 1-800-877-8339 | [Contact Us](#)

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-65

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO PURCHASE A METERING CABINET, METER, SOCKET,
AND GROUND SLEEVE TO METER ELECTRICITY GENERATED AT THE CITY'S
HYDROELECTRIC PLANT**

WHEREAS, the Michigan Public Power Agency has requested that the City update the metering at the City's Hydroelectric Plant to be capable of providing real time readings of the electricity being generated at that facility that are more accurate than the manual readings that are currently being taken once per day and faxed into the MPPA monthly; and

WHEREAS, the Electric Superintendent and City staff have worked with GRP Engineering to design a system that would provide real-time readings of the electricity being generated at the Hydroelectric Plant and transmit that data via the internet to the MPPA and allow City staff to monitor electric production at the Hydroelectric Plant remotely; and

WHEREAS, on July 30, 2013 the Board of Light and Power reviewed proposed bids and the Engineer's recommendation concerning the purchase of a metering cabinet, meter, socket, and ground sleeve for the Hydroelectric Plant and approved the Engineer's recommendation to purchase the metering cabinet, meter, socket, and ground sleeve from Power Line Supply and SATEC per the emails and quotes attached as Exhibit A, which, as updated, should not exceed \$17,201.95.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve the Engineer's recommendation concerning the purchase of a metering cabinet, meter, socket, and ground sleeve for the Hydroelectric Plant from Power Line Supply and SATEC per the emails and quotes attached as Exhibit A, which, as updated, should not exceed \$17,201.95.
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 5, 2013

Monique I. Miller, City Clerk

Mike Hyland

From: Robert A Shelley [rshelley@grp-engineering.com]

Sent: Thursday, July 25, 2013 11:12 AM

To: 'Mike Hyland'

Subject: Metering Cabinet Quotes

Mike,

I have gotten my questions answered by Durham and it looks like they will be the low bid. It appears that they have quoted the wrong box pad. I will work with Lori to get this corrected. However, I would recommend that Portland purchase the both line items in the quote and I will work with PLS to get the correct pad.

Robert A. Shelley PE

GRP Engineering

ph: 616.942.7183

fax: 616.285.6448

From: Robert A Shelley [mailto:rshelley@grp-engineering.com]

Sent: Thursday, July 25, 2013 8:13 AM

To: 'Mike Hyland'

Subject: RE:

Mike,

I think the best option for cost and lead time is the Durham cabinet and box pad from Power Line Supply. However I still have a couple of questions for them to answer before I can get the final price and approval. I will keep you posted as soon as I hear anything back from them.

Thanks,

Robert A. Shelley PE

GRP Engineering

ph: 616.942.7183

fax: 616.285.6448

From: Mike Hyland [mailto:mikehyland@portland-michigan.org]

Sent: Thursday, July 25, 2013 7:30 AM

To: 'Robert A Shelley'

Subject:

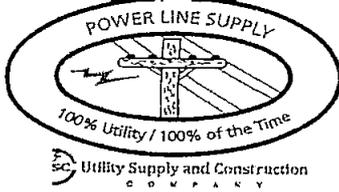
Rob,

Here is another one that came in last night. Let me know.

Mike

Exhibit

A



Power Line Supply
 420 Roth Street Suite A
 Reed City, MI 49677
 USA
 231-832-2297

QUOTATION

Order Number	
1752762	
Order Date	Page
7/24/2013 16:07:29	1 of 1

Bill To:

Portland, City Of
 259 Kent Street
 Portland, MI 48875

Ship To:

Portland, City Of
 723 E. Grand River
 Electric Department
 Portland, MI 48875

517-647-6912

Requested By: Mr. Mike Hyland

Customer ID: 100482

<i>PO Number</i>	<i>Ship Route</i>	<i>Taker</i>
Durham primary metering cabinet	TUE	LORI MANACK

<i>Quantities</i>					<i>Item ID</i>	<i>Pricing</i>		<i>Unit</i>	<i>Extended</i>
<i>Ordered</i>	<i>Allocated</i>	<i>Remaining</i>	<i>UOM</i>	<i>Unit Size</i>	<i>Item Description</i>	<i>UOM/Size</i>		<i>Price</i>	<i>Price</i>

Order Note: quote valid till 8/26/13

1.0000	0.0000	1.0000	EA	1.0	(001) TBA19117 Cabinet Pri Metering 3P 15kv 15kv, 95KB Bil, one 200A BSG well source & one 200A Mtrd BSG well load per phase 3 GE JCK 5C 25:4 CTS, RF factor 3.0 3 GE JW-110C 60:1 VTS, Prewired to 10 poles testswitch Mntd to Ext Wired Form 9S 12 GA G90 galv steel, Munsell Green, 54HX79WX54D	EA 1.0		13,722.5000	13,722.50
						Lead Time Days ARO: 31			
1.0000	0.0000	1.0000	EA	1.0	(002) STS13-2CTBA Socket Meter-13 Term 20A With Test Switch (Pre-Wired) and HVP (Selector Attached)	EA 1.0		139.5000	139.50
						Lead Time Days ARO: 31			

Total Lines: 2

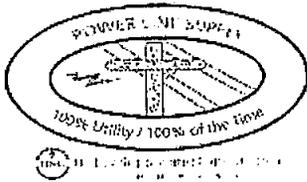
THIS QUOTATION AND/OR ACKNOWLEDGMENT ARE SUBJECT TO OUR
 STANDARD TERMS OF SALE WHICH CAN BE ACCESSED AT:
[HTTPS://WWW.U-S-C-CO.COM/TERMS/TACA.ASPX](https://www.u-s-c-co.com/terms/taca.aspx) OR WE WILL SEND YOU
 A COPY UPON YOUR REQUEST BY CALLING 1-800-832-2297

SUB-TOTAL: 13,862.00

TAX: 0.00

AMOUNT DUE: 13,862.00

U.S. Dollars



Power Line Supply
 420 Roth Street Suite A
 Reed City, MI 49677
 USA
 251-832-2297

QUOTATION

Order Number	
1753541	
Order Date	Page
7/29/2013 11:18:21	1 of 1

Bill To:
 Portland, City Of
 259 Kent Street
 Portland, MI 48875

Ship To:
 Portland, City Of
 723 E. Grand River
 Electric Department
 Portland, MI 48875

517-647-6912

Requested By: Mr. Mike Hyland

Customer ID: 100482

<i>PO Number</i>	<i>Ship Route</i>	<i>Taker</i>
box pad for Durahn cabinet	TUE	LORI_MANACK

<i>Quantities</i>					<i>Item ID</i>	<i>Pricing</i>	<i>Unit</i>	<i>Extended</i>
<i>Ordered</i>	<i>Allocated</i>	<i>Remaining</i>	<i>UOM</i>	<i>Unit Size</i>	<i>Item Description</i>	<i>UOM/Size</i>	<i>Price</i>	<i>Price</i>

Order Note: quote valid till 8/25/13

1.0000	0.0000	1.0000	EA	1.0	{001} FSG805436XZ	EA 1.0	784.9500	784.95
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Box Pad Switchgear FRP
 80" x 54", Ht = 36", T.O. = 70" x 44.5"

Lead Time Days ARO: 28

Order Line Notes: estimated freight is Portland \$240.00

Total Lines: 1

THIS QUOTATION AND/OR ACKNOWLEDGMENT ARE SUBJECT TO OUR
 STANDARD TERMS OF SALE WHICH CAN BE ACCESSED AT:
[HTTPS://WWW.U-S-C-CO.COM/TERMS/TACA.ASPX](https://www.u-s-c-co.com/terms/taca.aspx) OR WE WILL SEND YOU
 A COPY UPON YOUR REQUEST BY CALLING 1-800-832-2297

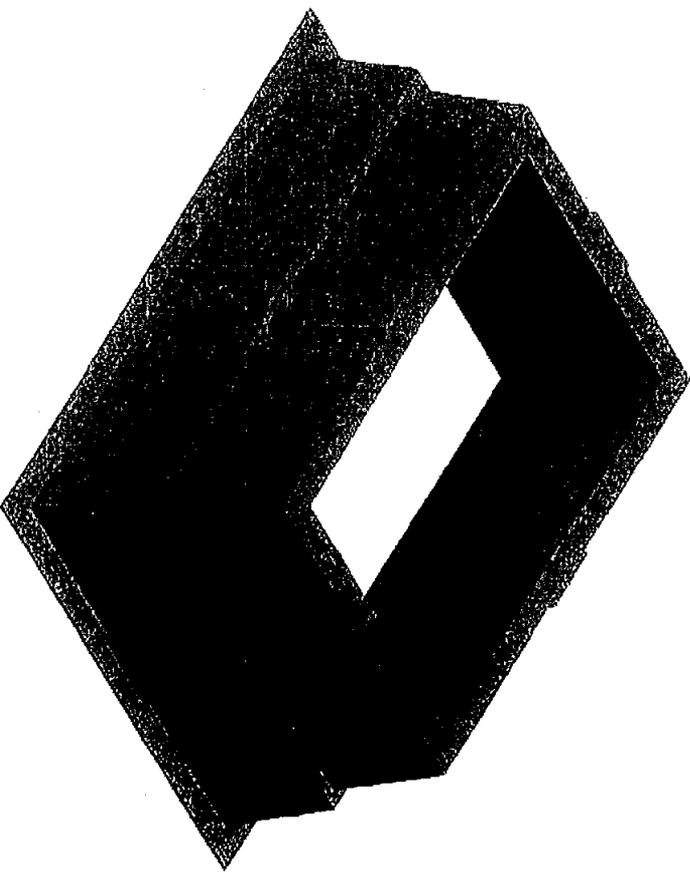
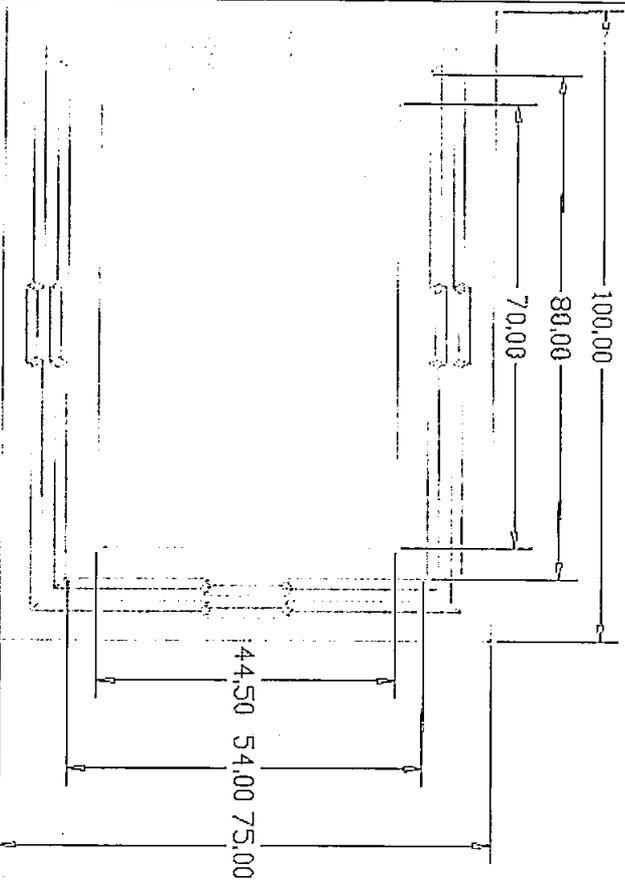
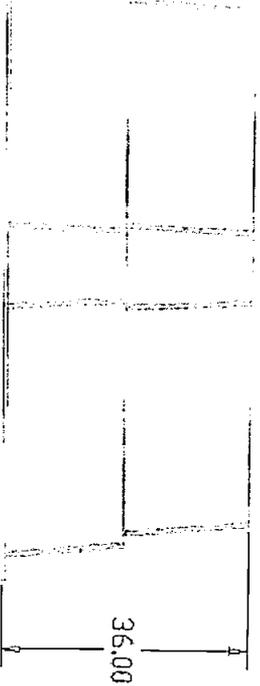
SUB-TOTAL: 784.95

TAX: 0.00

AMOUNT DUE: 784.95

U.S. Dollars

REVISIONS			
REV	DESCRIPTION	DATE	APPROVED



DIM ± 1/4"

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FSG805436XZ

L. BECHER 10/05/2006 NOTE: 14388

HIGHLINE
PRODUCTS

Mike Hyland

From: Robert A Shelley [rshelley@grp-engineering.com]
Sent: Thursday, July 25, 2013 8:29 AM
To: 'Mike Hyland'
Subject: FW: Meter for Portland?

Mike,
Attached is the quote for the hydro meter. You will need to issue a PO to Satec for the purchase of the meter..

Robert A. Shelley PE
GRP Engineering
ph: 616.942.7183
fax: 616.285.6448

From: Ben F. Thomas Sales [mailto:bftsales@aol.com]
Sent: Friday, July 12, 2013 2:25 PM
To: rshelley@grp-engineering.com
Subject: Meter for Portland?

Dear Rob:

Will this meter work for Portland?

Regards,

Lisé Dickson
Ben F. Thomas Sales
Tel. 810-653-7497
www.benfthomassales.com

-----Original Message-----

From: Shaun Olson <solson@oksatec.com>
To: rshelley <rshelley@grp-engineering.com>; Ben F. Thomas Sales <bftsales@aol.com>
Sent: Mon, Jul 8, 2013 9:37 pm
Subject: Satec's socket meter

Robert,
Attached is quotation on the SATEC EM920.

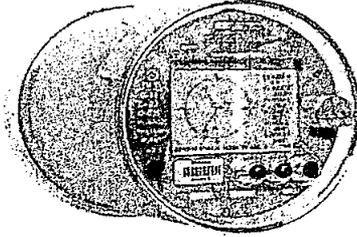
Let me know if you have any questions.

Shaun Olson
Regional Sales Manager
SATEC, Inc.
10 Milltown Court
Union, NJ 07083
Office: 908-686-9510
Cell: 908-209-9987
solson@oksatec.com
www.satec-global.com





To: GRP Engineering
 Attn: Robert A. Shelley
 Date: July 8, 2013
 Project: SATEC EM920 c/o Ben Thomas



SATEC EM920

Advanced Metering Infrastructure (AMI) has reached new heights regarding energy and power quality measurements for smart grid deployments. Technological advancements with socket meters for commercial, industrial, and utility use have enabled the market place to take on the changing market conditions. The SATEC EM920 socket meter has multiple simultaneous communication protocols via Modbus, DNP3.0, and MV90 while retrieving power quality events such as SAG/SWELL and transient detections. The smart grid requires electric meters to be equipped with the ability to monitor power and communicate to a centralized operating system for viewing analysis.

<u>Qty</u>	<u>P/N</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1	EM920-60Hz-U-5-ACDC-ETH	Form 9S – Power Quality Socket Meter	\$2,315.00	\$2,315.00

NET QUOTATION: \$2,315.00

Terms & Conditions

Payment Terms: Net 30 Days or Process with Credit Card
FOB: Union, NJ
Delivery: 1 Day Ship ARO
PAS Configuration Software Included – Free WebEx Online Training Available

Shaun Olson
 Regional Manager
 Ph: 908-209-9987

10 Milltown Court, Union, NJ 07083
 908-686-9510 Office
 908-686-9520 Fax

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-66

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO APPROVE GRP ENGINEERING, INC.'S PROPOSAL TO
PROVIDE MAPPING SERVICES FOR THE CITY'S ELECTRICAL SYSTEM**

WHEREAS, the City's Board of Light and Power desires to map and inventory the City's primary electric system to obtain AutoCAD files and Truck maps that will include the conductor size and type of construction (e.g. open wire, spacer cable, direct buried, conduit, etc.) transformer information and protection devices that can be used for the future creation of a system model which can be used to analyze and correct operation of the electric distribution system to limit outages created by faults in the system: and

WHEREAS, the Electric Superintendent has worked with GRP Engineering, Inc. (GRP), a power utility and electrical engineering company with offices in Grand Rapids and Petoskey that has worked with a number of small electric utilities at the Michigan Public Power Agency, to obtain a proposal for mapping services, a copy of which is attached as Exhibit A; and

WHEREAS, on July 30, 2013 the Board of Light and Power reviewed GRP's proposal to provide inventory and mapping services and approved a recommendation that the City Council approve GRP's proposal for an amount not to exceed \$13,500.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve GRP's proposal to provide inventory and mapping services as detailed in the attached Exhibit A for an amount not to exceed \$13,500.
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 5, 2013

Monique I. Miller, City Clerk

July 27, 2013

Mr. Mike Hyland
Electric Director
City of Portland
259 Kent Street
Portland, MI 48875

**RE: System Mapping
Engineering Services Proposal**

Dear Mike:

GRP Engineering, Inc. is pleased to present this proposal to the City of Portland for engineering services to complete mapping services for the electrical system. The scope of the project is to create primary system maps that will clearly show the primary electrical system and be usable both for office and field work. Additionally, full-size wall mounted maps of the system will be created.

Mapping will be completed in AutoCAD format which provides significant flexibility in plotting maps including coloring, line types, borders, paper sizes, etc. Future map updates can simply be completed in AutoCAD. Process for completing the mapping will be to integrate existing system mapping into an updated base map, field inventory entire primary system to insure current system is included in the maps, complete system updates in the CAD file, create and plot maps, review with City of Portland staff, produce final sets of truck and wall maps. Note that inventory of primary system including conductor size and type, construction (e.g. open wire, spacer cable, direct buried, conduit, etc.), transformer information and protection devices will be utilized for future creation of a system model in Milsoft's WindMil Engineering Analysis software. This information is critical to correction operation of the system model. Creation of system maps from the WindMil software does not provide the necessary detail required by electric crews.

A sample of the proposed detailed truck maps is attached to this proposal.

Scope of Services

The scope of services for the System Mapping includes the following:

- Project kickoff meeting at City of Portland offices including review of the system and proposed maps.
- Inventory primary electrical system including conductor size and type, construction, transformers, capacitors, voltage regulators, and protective devices.
- Draw primary electrical system in AutoCAD format.
- Create 11" x 17" truck maps showing primary electrical system.
- Produce full-size system map suitable for wall mounting.
- Review system mapping with City of Portland staff to insure accuracy of system.

Deliverables

Deliverables will include the following:

- Six (6) sets of 11" x 17" primary system truck maps in 3-ring binders.
- Two (2) full-size primary systems maps suitable for wall mounting.
- AutoCAD file of primary electrical system.

GRP Engineering, Inc. proposes to complete the System Mapping services on an hourly basis for a fee not-to-exceed \$13,500, including expenses. All services performed for the City of Portland within this scope will be billed on a monthly basis. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,
GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc: City of Portland
Tom Dempsey
GRP Engineering, Inc.
Robert Shelley

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2013

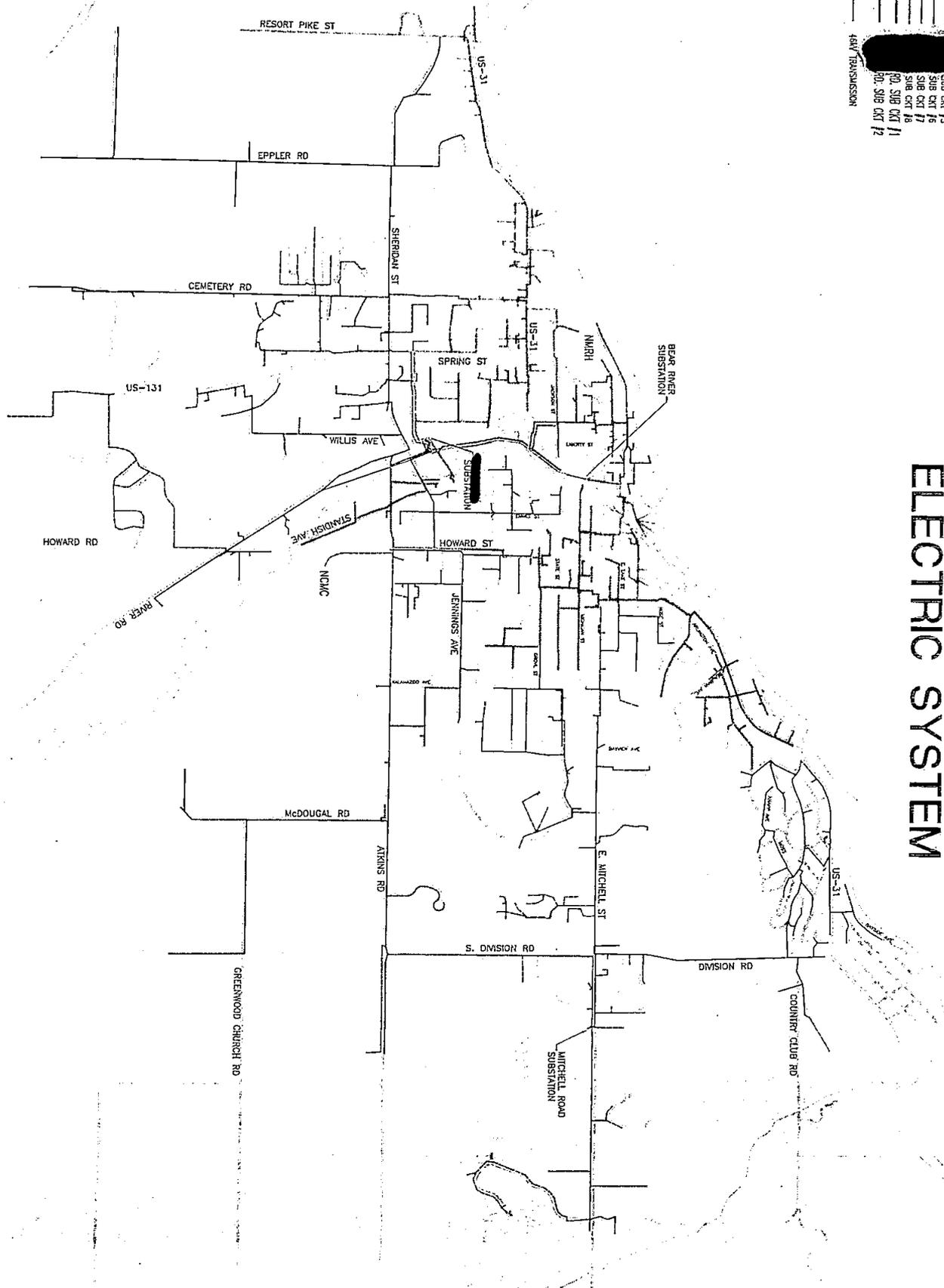
SAMPLE MAPS

CITY OF [REDACTED] ELECTRIC SYSTEM

LEGEND

[Symbol]	11 SUB CKT 11
[Symbol]	12 SUB CKT 12
[Symbol]	13 SUB CKT 13
[Symbol]	14 SUB CKT 14
[Symbol]	15 SUB CKT 15
[Symbol]	16 SUB CKT 16
[Symbol]	17 SUB CKT 17
[Symbol]	18 SUB CKT 18
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[Symbol]	22 SUB CKT 22

48KV TRANSMISSION



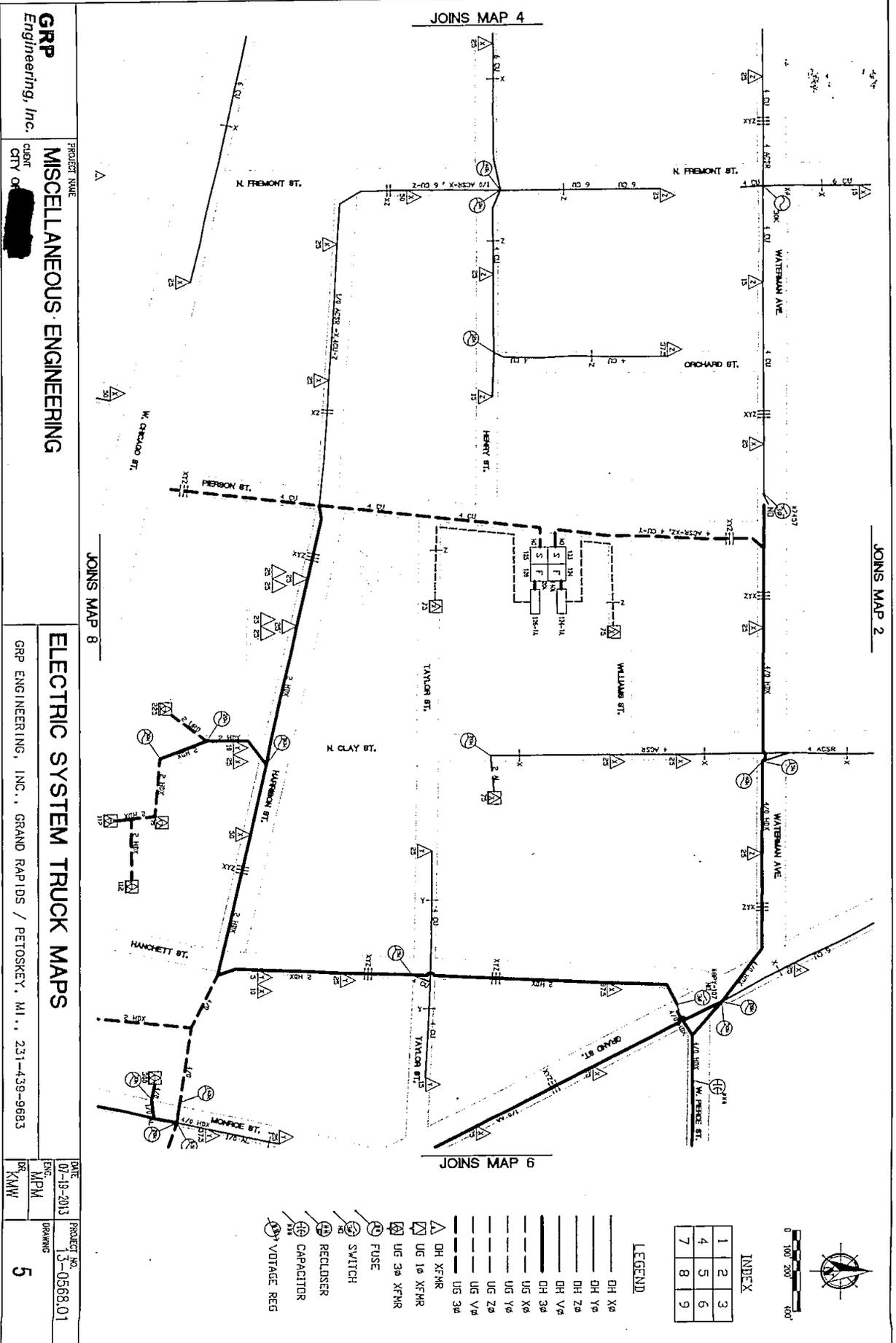
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6	11/11/00	GR	11/11/00
7	11/11/00	GR	11/11/00
8	11/11/00	GR	11/11/00
9	11/11/00	GR	11/11/00
10	11/11/00	GR	11/11/00

GRP Engineering, Inc.
 PROJECT, LOCATION, 311-138-9927
 60400 KAY ST., HOUSTON, TX 77057-2713

CITY OF [REDACTED]
 SYSTEM MAPPING & MODELING
 SYSTEM CIRCUIT MAP

PETOSKEY, MICHIGAN

PROJECT NUMBER	DRAWING NUMBER
08-0272.01	CKT



GRP
Engineering, Inc.

PROJECT NAME
MISCELLANEOUS ENGINEERING

CLIENT
CITY OF [REDACTED]

ELECTRIC SYSTEM TRUCK MAPS

GRP ENGINEERING, INC., GRAND RAPIDS / PETOSKEY, MI., 231-439-9683

DATE
07-19-2013

ENC.
MPM

BY
KMW

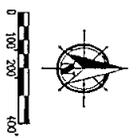
PROJECT NO.
13-0568.01

DRAWING
5

INDEX

1	2	3
4	5	6
7	8	9

- LEGEND
- DH X6
 - DH Y6
 - DH Z6
 - DH V6
 - DH 3d
 - UG X6
 - UG Y6
 - UG Z6
 - UG V6
 - UG 3d
 - △ OH XFMR
 - ▽ UG 1φ XFMR
 - ▽ UG 3φ XFMR
 - FUSE
 - ⊖ SWITCH
 - ⊕ RECLUSER
 - ⊕ CAPACITOR
 - ⊕ VOLTAGE REG



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, July 15, 2013

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Calley, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; DDA/Main Street Director Reagan

Guests: Kathy Parsons; Tom Thelen of the Review & Observer

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

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

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Dempsey presented information on the action items for consideration on the Agenda and provided information for discussion of a possible Fireworks Ordinance and a possible amendment to the Lot Split Ordinance.

City Manager Dempsey stated a few complaints have been received at the City in regard to the use of fireworks in the City Limits. Act No. 65 of the Public Acts of Michigan was approved by the Governor on June 19, 2013 providing more local control on the use of fireworks. Act 65 allows municipalities to regulate the use of fireworks except on days surrounding national holidays, and then for municipalities within counties with a population fewer than 75,000 ordinances can be enacted regulating the time of 1:00 A.M. and 8:00 A.M. on the day before, the day after and the day of national holidays.

City Manager Dempsey stated that County Treasurer Judy Clark has requested the City amend its lot split approval process to include checking with the County Treasurer's Office to verify there are no outstanding taxes before approving the application. This would eliminate "stand alone" years on delinquent taxes. When a parcel is split or combines and there are delinquent taxes on prior years, the new parcel number will not show the delinquent taxes. This is a problem for new owners who are not aware of delinquent taxes and makes collecting delinquent taxes more difficult for the County. If the taxes remain unpaid for 3 years the newly created parcel is still subject to foreclosure. The new property owner may be tracked down until the new parcel is in forfeiture and the County begins title searches thus causing the property owner unnecessary fees and interest.

City Manager Dempsey recommended the City Council authorize an amendment to Section 16-1 of the City Code of Ordinances and replace it with a more comprehensive set of regulations that can be processed administratively by the Assessor. The proposed changes would allow for timelier processing of lot split requests for divisions that meet the requirements.

Mayor Barnes asked if “lot split” is the correct terminology.

City Manager Dempsey stated that the State uses the term Land Division.

Under Presentations, DDA/Main Street Director Reagan gave a report on Downtown activities. The Portland Pay Day event continues through August 23rd with the prize party scheduled for August 29th. There are 19 businesses participating this year. Over the past four years, this promotion has kept over \$247,000 in the Portland community.

“Wine the Walk” will be held Saturday, August 17th from 4-11 P.M. on the Boardwalk. The event will feature craft beer and Michigan made wines with light entertainment.

The Volunteer Recognition Event will be held Thursday, July 18th in conjunction with the Portland Community Arts Council’s Thursdays on the Grand concert series. The event will celebrate 10 years of being a Main Street community. Portland Main Street volunteers will be passing out snacks and beverages to people that help to recognize all of the volunteers.

The Michigan Main Street Center will hold training titled “Main Street in Practice” on Wednesday, July 17th on the 2nd Floor of City Hall. The attendees will be from communities throughout Michigan; they will learn what it takes to be a Main Street community from the Michigan Main Street Center as well as from volunteers of the Portland Main Street program.

Director Reagan thanked the Portland Area Chamber of Commerce for once again hosting the fun-filled 4th of July parade.

The Portland Area Historical Society and Portland Main Street held the Historic Downtown Walking Tour on June 22nd. Approximately 70 people participated in the tour of the 100 and 200 blocks of Kent Street as well as the historic Opera House.

Under New Business, the Council considered Resolution 13-56 to provide placement agent services in connection with the issuance and placement of bonds for Street Improvement Projects.

Motion by Krause, supported by Calley, to approve Resolution 13-56 to approve Baird’s proposal to provide placement agent services in connection with the issuance and placement of bonds for street improvement projects.

Yeas: Krause, Calley, VanSlambrouck, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-57 to approve Clark Hill’s proposal to provide bond counsel services in connection with the issuance of \$1,400,000 of bonds to finance the costs to design, purchase, acquire, and construct street improvements.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-57 approving Clark Hill’s proposal to provide bond counsel services in connection with the issuance and \$1,400,000 of bonds for street improvement projects.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-58 to purchase, acquire and construct capital improvements within the City and to publish a Notice of Intent to issue municipal securities.

Motion by Calley, supported by Krause, to approve Resolution 13-58 to purchase, acquire and construct capital improvements within the City and to publish Notice of Intent to issue municipal securities.

Yeas: Calley, Krause, VanSlambrouck, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-59 to approve Fleis & VandenBrink's proposal to provide design engineering services for the reconstruction of Cutler Road between Grand River Ave. and Charlotte Hwy. City Manager Dempsey reviewed the proposal and scope of work and recommends the City Council approves the design engineering services for Cutler Road in the amount of \$17,200 which would save \$600 in engineering costs over the cost of designing Cutler Road in a different year.

Motion by Fabiano, supported by VanSlambrouck, to approve Resolution 13-59 to provide design engineering services for the reconstruction of Cutler Road between Grand River Ave. and Charlotte Hwy.

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 13-60 to approve a METRO Act Right-of-Way permit extension for AT&T. The City participates in the METRO Act Permit process and receives a share of the payment the State of Michigan collects for the use of municipal rights-of-way. AT&T is proposing to extend all METRO Act Permits with municipalities by a term of five years. City Manager Dempsey recommended the City of Portland continue to participate in the METRO Act permitting process and the City Council approve the permit extension with AT&T.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-60 approving a METRO Act Right-of-Way permit extension for AT&T.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-61 to confirm the Mayor's appointment of Dana Swaney-Frederick to the Planning Commission with a term expiring June 30, 2016.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-61 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-62 to increase the authorized repair budget for the 820 kW Cooper Bessemer Generator that broke down during emissions reduction testing on June 18th. During the start-up phase a cam follower broke and was forced out of the side of the engine, cracking part of the engine block and ruining a fuel plate with injectors. City Council previously approved the Board of Light & Power's recommendation to authorize projected repair costs at \$75,000. The damage appears more extensive than originally assessed and City Staff is recommending the City Council approve increasing the projected repair budget from \$75,000 to \$100,000 with a contingency of \$8,200 based on estimates received. The cumulative benefit for having generation available (capacity) to cover the costs of the \$100,000 in repairs would be the projected capacity credits for the unit until January/February of 2018 or approximately 4 ½ years.

Motion by Fabiano, supported by Krause, to approve Resolution 13-62 approving increasing the authorized repair budget for the 820 kW Cooper Bessemer Generator.

Yeas: Fabiano, Krause, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

The Council considered Resolution 13-63 to approve changing the dates for the July and December Board of Review hearings in the City of Portland as requested by the City Assessor. The City Manager suggests adjusting the statutory schedule by one day so the City of Portland's Board of Review meeting dates would be changed to the Wednesday following the Tuesday after the third Monday for the July meeting and the Wednesday following the Tuesday after the second Monday for the December meeting.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 13-63 approving changing the dates for the July and December Board of Review hearings in the City of Portland.

Yeas: VanSlambrouck, Calley, Fabiano, Krause, Barnes

Nays: None

Adopted

Under the Discussion of a possible Fireworks Ordinance, Mayor Barnes commented he had received a communication from a family with a pet that was "driven crazy" by the fireworks. He stated some limits should be put in place; but does not want them banned. The State of Michigan has given communities the ability to institute some controls. Any changes made by the City should be well publicized.

Council Member Calley inquired if the tent selling fireworks caused any problems.

City Manager Dempsey stated he did not receive complaints in relation to the fireworks tent; but did he receive approximately three complaints from residents with pets and/or young children.

Mayor Pro-Tem VanSlambrouck stated he received a complaint from an individual with a small child awoken by fireworks between 9:00-10:00 P.M. He further stated that putting some prudent controls in place would be acceptable to him. It seems that small children and animals are most affected by fireworks.

Council Member Krause stated she understands the complaints by pet owners as her own dog was distressed by fireworks going off in the City. She further stated she thinks it is reasonable to permit fireworks only on certain Holidays.

Council Member Fabiano stated he would be in favor of a Fireworks Ordinance. He stated his belief it will still be difficult to enforce it with limited personnel.

There was continued discussion.

Under the discussion of a possible amendment to the Lot Split Ordinance, Mayor Barnes stated it makes sense to amend the Ordinance as needed.

Council Member Fabiano inquired if the possible amendment would hinder individuals from making land divisions.

City Manager Dempsey stated it would not; it would only ensure land divisions would not create undevelopable properties. It would actually shorten the timeframe for approving a lot split. The amendment would allow for timelier processing of lot split requests for land divisions that meet the requirements. There would be a change in procedure in verifying the tax status with the County Treasurer's office to verify there are no outstanding taxes before approving an application. The standards for a land division are not being changed.

There was discussion of the process.

Council Member Fabiano stated he wanted to do gather more information before committing to his approval.

City Manager Dempsey stated it is not unusual for lot split applications to be handled by assessors.

Mayor Barnes confirmed with the Council that it would be okay for City Manager to proceed with drafting the Ordinance for a First Reading.

Motion by VanSlambrouck, supported by Calley, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting and the Closed Session held on July 1, 2013, payment of invoices in the amount of \$66,408.29 and payroll in the amount of \$124,378.78 for a total of \$190,787.07. There were no purchase orders over \$5,000.

Yeas: VanSlambrouck, Calley, Fabiano, Krause, Barnes

Nays: None

Adopted

Under Council Comments, Mayor Barnes commented that due to the month of July having 5 Monday's the City Council will not meet again until Monday, August 5th.

Council Member Krause said she had an inquiry from a resident why the barrels in front of Tom's and the Shell gas station were left up so long after construction on the trail was completed.

City Manager Dempsey stated there was a delay in removing the barrels due to coordination with the contractor that had to repaint Grand River Ave.

Mayor Barnes stated he had a question from a resident to change the traffic light by St. Patrick's to a "summer mode". He commented the rationale behind not changing the light is that there is still a lot of traffic in that area even though school is not in session. The light is also not changed from a "normal" sequence in an effort to keep from confusing people.

Council Member Fabiano asked if the City has control of the traffic light.

City Manager Dempsey stated the City controls all of the traffic lights in its jurisdiction. The Council has the authority to make changes to them.

Council Member Fabiano stated he thought it would be ok to change that traffic light during the summer and stated he thought people could handle the change in sequencing. He stated he would be in favor of considering a change.

City Manager Dempsey stated the possibilities could be investigated. He has currently talking with signal contractors about conducting a signal study for the City.

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

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

Meeting adjourned at 8:06 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the July 15, 2013 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 Calley, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; DDA/Main Street Director Reagan

Presentation - DDA/Main Street Director Reagan gave a report on Downtown activities.

Approval of Resolution 13-56 to approve Baird's proposal to provide placement agent services in connection with the issuance and placement of bonds for street improvement projects.

All in favor. Approved.

Approval of Resolution 13-57 approving Clark Hill's proposal to provide bond counsel services in connection with the issuance and \$1,400,000 of bonds for street improvement projects.

All in favor. Approved.

Approval of Resolution 13-58 to purchase, acquire and construct capital improvements within the City and to publish Notice of Intent to issue municipal securities.

All in favor. Approved.

Approval of Resolution 13-59 to provide design engineering services for the reconstruction of Cutler Road between Grand River Ave. and Charlotte Hwy.

All in favor. Approved.

Approval of Resolution 13-60 approving a METRO Act Right-of-Way permit extension for AT&T.

All in favor. Approved.

Approval of Resolution 13-61 confirming the Mayor's appointment to City Boards and Commissions.

All in favor. Approved.

Approval of Resolution 13-62 approving increasing the authorized repair budget for the 820 kW Cooper Bessemer Generator.

All in favor. Approved.

Approval of Resolution 13-63 approving changing the dates for the July and December Board of Review hearings in the City of Portland.

All in favor. Approved.

Discussion of a possible Fireworks Ordinance.

Discussion of a possible amendment to the Lot Split Ordinance.

Approval of the Consent Agenda - Motion by VanSlambrouck, supported by Calley, to approve the Consent Agenda.

All in favor. Approved.

Adjournment – Motion by Fabiano, supported by VanSlambrouck, to adjourn the regular meeting at 8:06 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
MARK SPOHN	02110	MOWING SVC- COMM PROMO	565.00
AT&T	00686	PHONE SVC- WASTE WTR	171.88
AT&T	00686	PHONE SVC -WASTE WTR	57.10
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	2,961.58
BADER & SONS CO.	00031	POWER WASHER- WTR, MOTOR POOL	449.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	78.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - POLICE	115.30
CONSUMERS ENERGY	00095	GAS SVC- VARIOUS DEPTS	1,064.74
COOK BROS EXCAVATING	00101	RESTORATION - ELECTRIC	7,442.00
DELTA CHARTER TOWNSHIP	MISC	BAGS OF PLUS 5 - PARKS	89.40
FAMILY FARM & HOME	01972	WEED KILLER, DRILL BITS- LOC STS, MAJ ST	53.72
FAMILY FARM & HOME	01972	SUPPLIES - CEMETERY, PARKS	32.97
GROSS MACHINE SHOP	00180	STEEL PLATES - WASTE WATER	35.00
HYDRO DYNAMICS	02203	SVC CALL & LABOR NEW PUMPS-WASTE WATER	665.00
KEMIRA WATER SOLUTIONS INC.	01866	FERROUS CHLORIDE - WASTE WTR	1,545.47
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	59.70
PRINTING ESSENTIALS	02204	INK CARTRIDGES-CEM, PARKS	50.00
FP MAILING SOLUTIONS	01758	ULTIMAIL METER - GENERAL	359.40
MENARDS	00260	VENT, PLYWOOD - WATER	222.63
MENARDS	00260	CEMENT FOR FOUNDATIONS-CEMETERY	82.11
MICHIGAN ASSN OF CHIEFS POLICE	00266	MEMBERSHIP DUES- POLICE	115.00
MIDWEST GAS INSTRUMENT SVC	00307	CALIBRATE MICROCHIP - WATER	131.73
MUNICIPAL SUPPLY CO.	00324	SUPPLIES - WATER	48.38
MUNICIPAL SUPPLY CO.	00324	EXTERNAL HOSE FOR WTR TOWER-WTR	185.40
MUNICIPAL SUPPLY CO.	00324	PARTS TORERROUTE RAS - WASTE WTR	522.64
MUNICIPAL SUPPLY CO.	00324	PLASTIC INNER LINER- WATER	15.30
MUNICIPAL SUPPLY CO.	00324	STAINLESS ROD - ELECTRIC	18.95
MUNICIPAL SUPPLY CO.	00324	LOCK ADAPTER- ELECTRIC	36.55
PEERLESS-MIDWEST	01519	REPAIR FLOW METER AT WELL#6-WTR	855.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT-COMM PROMO	4,134.34
SPRINT	00859	CELL PHONE -POLICE	122.46
USA BLUEBOOK	01850	GLOVES, EXTENSION POLE- WASTE WTR	298.84
WOW! INTERNET-CABLE PHONE	02132	CABLE SVC - ELFC, WW, MTR POOL	103.91
CHEEKY MONKEYS	01782	ENERGY OPTZ- ELECTRIC	25.00
INDEPENDENT BANK	00197	ENERGY OPTZ - ELECTRIC	204.00
WOW! INTERNET-CABLE PHONE	02132	CABLE SVC- ELECTRIC	40.50
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	129.55
JOHN DEERE FINANCIAL	01818	PARTS, LABOR - CEM, PARKS	73.05
JOHN DEERE FINANCIAL	01818	PARTS, LABOR - PARKS, WTR, MTR POOL	577.53
INTERSTATE ALL BATTERY CENTER	00201	BATTERY FOR AMB 43 SUCTIN UNIT-AMB	59.95
MENARDS	00260	PLYWOOD, DRILL BIT, CONCRETE MIX-MAJ ST, WT	89.78
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP- MAJ STS, LOC STS	179.85
DAVID WARD	MISC	DETAIL BACKHOE - MOTOR POOL	60.00
MENARDS	00260	BOARDS & BOLTS-PARKS	77.17
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND- ELECTRIC	5,000.00
JIM LAKIN	01373	ELECTED OFFICIALS -ELECTRIC	75.00
ROBERT TORP-SMITH	01369	ELECTED OFFICIALS - ELECTRIC	75.00
ROGER HABEGGER	01841	ELECTED OFFICIALS - ELECTRIC	75.00
TELNET WORLDWIDE INC.	02066	PHONE SVC - CITY HALL	507.58
GRAINGER, INC.	00172	DEPRESSED CENTER WHEEL- WASTE WTR	47.72
GRAINGER, INC.	00172	SCOOP SHOVELS - WASTE WTR	126.40
MUNICIPAL SUPPLY CO.	00324	PIPE STAND - WASTE WTR	65.00
COOK BROS EXCAVATING	00101	WASHED SAND - WASTE WATER	110.00
NORTH CENTRAL LABORATORIES	00959	LAB SUPPLIES - WASTE WATER	456.48
MUZZALL GRAPHICS	00326	BUSINESS CARDS - POLICE	57.60
MUZZALL GRAPHICS	00326	BUSINESS CARDS- INCOME TAX	57.60
HASTINGS FIBER GLASS PRODUCTS	01124	SINGLE POINT GROUND SET- ELECTRIC	4,967.00
HASTINGS FIBER GLASS PRODUCTS	01124	SINGLE POINT GROUND SET- ELECTRIC	3,332.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
HASTINGS FIBER GLASS PRODUCTS	01124	SINGLE 100 AMP FAULT- ELECTRIC	470.00
STAPLES BUSINESS ADVANTAGE	00426	OFFICE SUPPLIES - VARIOUS DEPTS	881.20
MI MUNICIPAL LIAB & PROP POOL	00288	POOL RENEWAL PREMIUM-VARIOUS DEPTS	80,859.00
MUNICIPAL SUPPLY CO.	00324	GLUE - ELECTRIC	126.00
DORNBOS, SIGN & SAFETY, INC.	00067	PARK RULES- PARKS	380.00
MENARDS	00260	CEMENT/SUPPLIES - CEMETERY	61.88
MENARDS	00260	TRANSFER PUMP - WASTE WATER	139.00
GRAYBAR	02014	ELECTRIC RELAY - WASTE WTR	124.10
GARY'S HEATING SERVICE INC	00826	REPLACE AIR CONDITIONER UNIT- POLICE	1,800.00
POLLY PRODUCTS LLC	01137	BENCH - PARKS	299.00
AMR- WEST MICHIGAN	01914	REGISTRATION- AMBULANCE	450.00
MICHIGAN COMPANY, INC.	00273	BOBRICK REPLACEMENT CAP-CEMETERY	11.85
MICHIGAN COMPANY, INC.	00273	BOBRICK REPLACEMENT CAP - CEMETERY	13.20
PIONEER	00947	BRITE STRIPE WHITE- PARKS	397.50
MUNICIPAL SUPPLY CO.	00324	FORD PLASTIC INNER LID-WTR	306.00
MUNICIPAL SUPPLY CO.	00324	VALVE BOX EXTENSION- WATER	39.60
AB LOCK AND SAFE INC.	00713	KEYS-GENERAL	44.39
STATE OF MICHIGAN	00428	TOKEN FEE - POLICE	66.00
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES-AMB	474.56
BOUND TREE MEDICAL LLC.	01543	UNIFORMS - AMBULANCE	101.38
BOUND TREE MEDICAL LLC.	01543	BLOOD PRESSURE UNIT - AMBULANCE	162.09
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	454.86
KATHY'S CLEANING	01684	CLEANING SERVICE - CITY HALL	745.00
IONIA COUNTY TREASURER	00209	GENERAL TRAILER FEES- GENERAL	4,140.00
SCHRAUBEN PROPERTIES, LLC	02174	CHAMP T-SHIRTS MENS SOFTBALL-REC	117.00
S&K TROPHIES AND PLAQUES	00401	TROPHY MEN'S SOFTBALL - REC	30.00
ED FILTER	00540	UMPIRES - REC	184.00
ED MOFFATT	00580	UMPIRES - REC	184.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	26.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
JANET PUTZ	02032	SCOREKEEPERS - REC	52.00
LAUREN RUSSELL	02134	SCOREKEEPERS - REC	71.50
CAMERON HEIN	01959	SCOREKEEPERS - REC	106.50
KYLE GRAY	02040	SCOREKEEPERS - REC	25.00
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY- WATER	490.20
STAR TRUCK RENTALS	MISC	REPAIRS - MOTOR POOL	762.65
RIVERSIDE INTEGRATED SYSTEMS	01441	ANNUAL MONITORING FEE-CITY HALL	300.00
PAMA	01370	CITY'S SHARE PAMA AUDIT 2012-COMM PROMO	280.00
MUZZALL GRAPHICS	00326	UTILITY BILL - ELEC,WTR, WW	895.90
MENARDS	00260	BOARDS FOR DAM - ELECTRIC	1,990.30
MRE SERVICES, INC.	00318	JUNE COMPUTER SERVICES-VAR DEPTS	1,767.70
KEUSCH SUPER SERVICE	00228	TIRES- ELECTRIC	509.80
BS&A SOFTWARE	00029	ANNUAL SVC/SUPPORT FEE - GENERAL	4,130.00
MUZZALL GRAPHICS	00326	UTILITY BILL - ELEC,WTR, WW	913.32
MUZZALL GRAPHICS	00326	DELINQUENT NOTICE - ELEC,WTR, WW	352.00
WOLVERINE POWER SYSTEMS	02122	GENERATOR LOAD BANK TESTING-CITY HALL	561.06
WOLVERINE POWER SYSTEMS	02122	GENERATOR LOAD BANK TESTING-WASTE WTR	720.00
WOLVERINE POWER SYSTEMS	02122	GENERATOR LOAD BANK TESTING-WATER	590.00
WOLVERINE POWER SYSTEMS	02122	GENERATOR LOAD BANK TESTING- WASTE WTR	761.66
JENNIFER REYNOLDS	MISC	REFUND REGISTRATION-RECREATION	15.00
MICHAEL DOLE	02205	SUMMER TENNIS INSTRUCTORS-REC	733.20
AUDREY DORSHIMER	02206	SUMMER TENNIS INSTRUCTORS - REC	540.80
ELLE ELDREDGE	02207	SUMMER TENNIS INSTRUCTORS - REC	629.20
JARED GUY	02208	SUMMER TENNIS INSTRUCTORS - REC	798.20
ALEX HOLDREN	01043	SUMMER TENNIS INSTRUCTOR - REC	846.00
ASHER DORSHIMER	02209	SUMMER TENNIS INSTRUCTOR - REC	289.00
ELYSE ELDREDGE	02210	SUMMER TENNIS INSTRUCTOR - REC	222.40
JOE COOK	MISC	REFUND REGISTRATION- REC	15.00
CONNIE WELLMAN	MISC	REFUND REGISTRATION - REC	15.00

Date: 08/01/13

CITY OF PORTLAND INVOICE REGISTER

Page: 5

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CHRISTIE BOWER	MISC	REFUND REGISTRATION - REC	15.00
CITY OF PORTLAND	00701	LUNCH AT CONF OFFC SUPPLIES-GEN, INC TAX	24.98
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, ACTIVATION FEE - GENERAL, PRKS	49.85
P.A.T.A.	02211	TENNIS INSTRUCTION - RECREATION	1,827.75
Total:			\$153,545.84

**BI-WEEKLY
WAGE REPORT
July 22, 2013**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,557.02	17,839.90	3,168.55	9,602.18	27,442.08
ASSESSOR	1,191.00	2,315.56	399.15	697.10	3,012.66
CEMETERY	3,876.89	7,642.25	1,192.30	2,725.54	10,367.79
POLICE	11,140.95	20,873.77	2,891.69	9,033.96	29,907.73
CODE ENFORCEMENT	543.29	1,077.23	182.07	411.74	1,488.97
PARKS	3,503.19	7,580.80	558.17	1,398.87	8,979.67
INCOME TAX	1,418.38	2,811.93	469.85	1,913.55	4,725.48
MAJOR STREETS	2,765.77	5,554.14	1,131.07	4,048.71	9,602.85
LOCAL STREETS	1,805.38	3,407.55	737.55	2,437.10	5,844.65
RECREATION	1,964.80	3,894.61	658.72	1,813.47	5,708.08
AMBULANCE	12,178.43	19,505.08	2,155.41	4,106.60	23,611.68
DDA	1,614.95	3,202.54	547.09	1,035.24	4,237.78
ELECTRIC	14,560.50	32,346.57	5,577.05	17,636.11	49,982.68
WASTEWATER	8,147.08	15,997.72	3,018.24	9,098.19	25,095.91
WATER	4,585.39	8,901.43	1,740.04	4,669.73	13,571.16
MOTOR POOL	2,056.63	4,056.38	840.69	2,920.52	6,976.90
TOTALS:	80,909.65	157,007.46	25,267.64	73,548.61	230,556.07

BI-WEEKLY
WAGE REPORT
August 5, 2013

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,127.93	25,967.83	6,056.32	15,658.50	41,626.33
ASSESSOR	1,143.36	3,458.92	392.38	1,089.48	4,548.40
CEMETERY	3,722.48	11,364.73	1,418.20	4,143.74	15,508.47
POLICE	12,566.46	33,440.23	6,451.28	15,485.24	48,925.47
CODE ENFORCEMENT	543.29	1,620.52	202.22	613.96	2,234.48
PARKS	3,245.38	10,826.18	748.11	2,146.98	12,973.16
INCOME TAX	1,418.38	4,230.31	1,375.93	3,289.48	7,519.79
MAJOR STREETS	2,081.03	7,635.17	2,109.40	6,158.11	13,793.28
LOCAL STREETS	1,921.43	5,328.98	1,986.53	4,423.63	9,752.61
RECREATION	1,964.80	5,859.41	1,260.64	3,074.11	8,933.52
AMBULANCE	7,195.80	26,700.88	2,111.56	6,218.16	32,919.04
DDA	1,614.96	4,817.50	627.15	1,662.39	6,479.89
ELECTRIC	15,075.10	47,421.67	11,313.23	28,949.34	76,371.01
WASTEWATER	8,027.41	24,025.13	5,942.47	15,040.66	39,065.79
WATER	6,398.05	15,299.48	4,080.22	8,749.95	24,049.43
MOTOR POOL	2,363.90	6,420.28	2,242.12	5,162.64	11,582.92
TOTALS:	77,409.76	234,417.22	48,317.76	121,866.37	356,283.59

BI-WEEKLY CASH BALANCE ANALYSIS

8/5/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	252,018.43	67,100.66	151,591.79	26,570.00	10,265.00	183,832.30	235,000.00	418,832.30
INCOME TAX	26,894.33		5,128.42		2,460.00	19,305.91	10,000.00	29,305.91
MAJOR STREETS	208,915.59		8,226.57		5,401.00	195,288.02	-	195,288.02
LOCAL STREETS	27,146.05	4,410.51	6,567.68		3,823.00	21,165.88	-	21,165.88
RECREATION	5,767.73	3,640.00	12,778.95	5,000.00	1,060.00	568.78	-	568.78
AMBULANCE	241,943.53	15,138.91	27,018.95		6,446.00	223,617.49	-	223,617.49
REFUSE COLLECTION	18,268.66	6,040.46	11.28			24,297.84	-	24,297.84
ELECTRIC	195,949.98	248,031.55	171,250.49		6,458.00	266,273.04	580,000.00	846,273.04
WASTEWATER	32,503.39	48,627.26	56,900.43		7,650.00	16,580.22	-	16,580.22
WATER	558,399.48	42,293.67	23,515.56		7,292.00	569,885.59	420,000.00	989,885.59
MOTOR POOL	47,058.94		24,656.27	22,202.00	2,917.00	41,687.67	-	41,687.67
DDA	52,367.75					52,367.75	-	52,367.75
TOTALS:	1,667,233.86	435,283.02	487,646.39	53,772.00	53,772.00	1,614,870.49	1,245,000.00	2,859,870.49
							350,000.00	350,000.00
							170,000.00	170,000.00
							130,000.00	130,000.00
							292,468.53	292,468.53
							280,264.11	280,264.11
							135,682.71	135,682.71
							54,078.18	54,078.18
							100,000.00	100,000.00
							2,757,493.53	4,372,364.02

* CASH IN TIME CERTIFICATES

**INVEST IN TIME CERTIFICATES

PURCHASE ORDER

CITY OF PORTLAND

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

TO Resco

SHIP TO Electric

582-539-775

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
7-24-13						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
7	25 kva Ermco padmount transformers				1340	\$9380.00
4	10 kva	"M	"	"	1157	\$4628.00
1	15 kva	"	"	"	1209	\$1209.00
						\$15217.00
	single source					
	<i>MAY NANO/BANKS/IONIA</i>					

[Handwritten Signature]

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE _____

ORIGINAL

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

PURCHASE ORDER

CITY OF PORTLAND

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

TO US65

SHIP TO E/PC

382-589-937

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

8-1-73					
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
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	60UGE FUNDING		\$7850.
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J. M. [Signature]

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE _____

ORIGINAL

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

UNITED STATES DEPARTMENT OF THE INTERIOR
DOWN PAYMENT (BILL) REQUEST

Make Remittance Payable To: U.S. Geological Survey
Billing Contact: Barbara McKenzie, Administrati Phone: 517-887-8932

Bill #: 90185378
Customer: 6000001519
Date: 07/30/2013
Due Date: 09/28/2013

Remit Payment To: United States Geological Survey
P.O. Box 71362
Philadelphia, PA 19176-1362

Payer: THE CITY OF PORTLAND
259 KENT ST.
ATTN:MIKE HYLAND
PORTLAND MI 48875

Additional forms of payment may be accepted. Please email gdatta@usgs.gov or call 703-648-7605 for additional information.

To pay through Pay.gov go to <https://www.pay.gov>.

Checks must be made payable to U.S. Geological Survey. Please detach the top portion or include bill number on all remittances.

Amount of Payment: \$ _____

Date	Description	Qty	Unit Price		Amount
			Cost	Per	
07/30/2013	Reimbursement of expenses incurred under Joint Funding Agreement 13E4MI244500006 dated October 1, 2012 in the amount of \$7,850 for the following project: cooperation shared operation of the streamgaging station on the Grand River at Portland, Michigan (station number 04114000) Fixed Cost Agreement Annual billing per agreement for the period: October 1, 2012 - September 30, 2013	1	7,850.00	1	7,850.00
Amount Due this Bill:					7,850.00

Accounting Classification:

Sales Order: 26199
Sales Office: GENH
Customer: 6000001519
Bill #: 90185378

TIN: 386007243

Thank you!

PORTLAND POLICE DEPARTMENT

STATISTICAL REPORT

June 1st - June 30th, 2013

COMPLAINTS:

• DISPATCHED :	74 COMPTS	50 HRS 30 MINS
• PATROL ORGINATED:	18 COMPTS	28 HRS 45 MINS
• FOLLOW-UP:	35 COMPTS	13 HRS 15 MINS
• ASSISTING	24 COMPTS	17 HRS 15 MINS

TRAFFIC:

• STOPS:	86
• CITATIONS:	64
• VERBAL WARNINGS:	63
• STATIONARY RADAR:	17 HRS 20 MINS
• PARKING:	2

ARREST:

• MISDEMEANOR:	29
• FELONY:	6
• ORDINANCE VIOLATIONS:	0
• JUVENILES	0

CONTACTS:

• PATROL CONTACTS:	332
• BUSINESS CONTACTS:	79
• SUBPOENA SERVICE	6

PORTLAND POLICE DEPARTMENT

REPORT SUMMARY

May 1st - May 31st, 2013

ASSISTS TO OTHER DEPARTMENTS:

June 7th, 2013 Assist to MSP @ I 96 / MM 72 with VCSA investigation involving five suspects.
June 8th, 2013 Assist to Clinton County @ with pursuit that entered the city limits.
June 14th, 2013 Assist to IOSH @ Divine Hwy / Cottonwood Dr with a PI crash.
June 25th, 2013 Assist to MSP @ Charlotte Hwy / Peake Rd with fatal crash.

CASE SUMMARY:

During the month of June Officer Tim Groenhof made five self-initiated OWI arrests. Of these arrests two subjects were lodged for OWI with a high BAC and a third was arrested for OWI 2nd / DWLS 2nd along with several other traffic related violations.

On June 18th, 2013 Officer Tom Heald investigated an incident of domestic violence which occurred approximately 48 hours prior to it being reported. Officer Heald conducted a lengthy investigation and was able to obtain a two count warrant for aggravated domestic assault and attempt to interfere with 911 communications. On July 11th, 2013 the suspect was arrested and lodged on the above charges.

On June 19th, 2013 Sgt. Rebecca Ludwick was dispatched to a domestic assault. Prior to arriving on scene the suspect had fled. The suspect was on probation out of the 8th Circuit Court for a previous felony domestic assault conviction involving the same victim. The suspect was apprehended later that night and lodged on felony domestic assault and probation violation.

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

June 1st – June 30th, 2013

SGT. REBECCA LUDWICK:

Dispatch Compts:	13	14 Hrs 30 Mins	Traffic Stops:	14
Self-Initiated Compts:	4	4 Hrs 00 Mins	Citations:	13
Follow-up:	18	8 Hrs 30 Mins	Warnings:	13
Assisting	6	3 Hrs 15 Mins	Arrests:	9

OFC. TOM TEITSMA:

Dispatch Compts:	30	13 Hrs 00 Mins	Traffic Stops:	6
Self-Initiated Compts:	1	35 Mins	Citations:	4
Follow-up:	4	1Hr	Warnings:	10
Assisting	4	4Hrs 00 Mins	Arrests:	3

OFC. TIM GROENHOF:

Dispatch Compts:	8	6 Hrs 00 Mins	Traffic Stops:	40
Self-Initiated Compts:	6	15 Hrs 30 Mins	Citations:	27
Follow-up:	1	15 Mins	Warnings:	24
Assisting	7	5Hrs 00 Mins	Arrests:	13

2. TOM HEALD:

Dispatch Compts:	20	16 Hrs 15 Mins	Traffic Stops:	23
Self-Initiated Compts:	7	8 Hrs 45 Mins	Citations:	17
Follow-up:	11	3 Hrs 00 Mins	Warnings:	13
Assisting	7	5Hrs 00 Mins	Arrests:	10



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

Monthly Ambulance Report

This month has been the busiest of the year so far, we ran 85 calls. We surpassed last month by 7 calls. We did several transfers out of Ionia Hospital and one out of Pennock. We had four significant automobile accidents this month, two we provided mutual aid to Life EMS and two here in our own area. All required shutting down either I-96 or Grand River for a brief time with the exception of one. One of the two calls we assisted Life on kept the highway shut down for quite some time. I had a crew who asked if they could purchase some water and small snacks as there were a significant amount of people stranded on the I96. Several of these folks had no air conditioning in their vehicles and were miserable as the temps that week were well into the 90's and quite humid. Ages ranged from infants to the elderly. They said all the people were very appreciative of their efforts. They discovered this after being requested up there for an elderly gentleman who was a diabetic and was unable to eat as he was stuck in traffic. After transport, they returned to the highway with refreshments. Kudos to the crew for thinking of these people.

I have one of my newly hired paramedics coming off orientation the first week of August. While he will be used for covering shifts, he has expressed interest in moving to Portland which will make him available as 2nd out crew as well.

This budget year we had 56 households sign up for the subscription plan. I expected to see more than that with all the talk of Healthcare reform and the fact that many people are having benefits cut.

This month also begins our new contract with the Units of Government. Instead of billing them each month for calls, we are billing an increased per capita charge and retaining all funds collected. This will streamline our operation significantly.

We are submitting our paperwork to the State of Michigan the first week of August so that we may begin providing EMS instruction here. Hopefully by providing this service we can increase our local staff as well as assisting other local departments in educating their employees. We have, or are in the process of obtaining, contracts with Sparrow Ionia Hospital and Delta Township Fire Department to assist our students in completing their



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

clinical hours. While students will participate in ride alongs here at our department, Delta offers an increase in run volume that will assist students in not only fulfilling their time but also allow them to see more calls than they would see here. Delta Township has a very good reputation as a quality provider of EMS services so I am very happy to have them on board with us. Both Chief Clark and EMS Captain Van Hall were more than willing to help out. Brad Chartrand is enrolled for two classes in August to become certified as an instructor in Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS), both classes that most departments require. These certifications require renewal every 2 years. We will be able to provide both the initial class and the refresher. Not only will this save us money from sending our own people, we will open the doors to neighboring departments as well.

Respectfully submitted,

Phil Gensterblum

Ambulance Director

City of Portland Ambulance



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

July 31, 2013

TO: Brad Chartrand Nathan Lay

REF: Actions on July 15, 2013

On July 15, 2013 Portland Area Ambulance responded to a call of an elderly gentleman with diabetic complications following an extended stay on I-96 following a shutdown of the highway due to a significant motor vehicle accident. While up there, you noted several motorists ranging from young to the elderly struggling with the heat. The day in question was well into the 90's with elevated humidity levels. Following your transport to the hospital you called and asked if it would be okay to pick up some cold water and snacks for the people stranded on the highway. You did this and returned to the highway and began handing out refreshments to help out these people in need. Your actions diverted other potential emergencies I'm sure. It was thoughtful and courteous of both of you. Employees like you make Portland Area Ambulance proud to have you on board.

Thank you for your actions!

Phil Gensterblum, Director

Portland Area Ambulance

cc Tom Dempsey, City Manager

City Council Members



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

Monthly Code/Zoning Report

The month of July had no received complaints about grass however there were a few yards that I have been watching and will turn over to DPW for mowing as we have not received any response from previous letters sent. They are bank owned homes or in the process of becoming bank owned homes. Two residences with vehicles for sale in the yard, one I spoke with was not the vehicle owner. Spoke with the one homeowner who will take care of as soon as his daughter returns from vacation, states he does not have keys. The other I have stopped at 3 times with no response at the door. Trying to verify whether they are vehicle owner as well.

Received a call from a lady on Ionia Rd advising her neighbor attached his fence to theirs. She also complained that they had a plant of some type growing and a vine extends onto their property and was growing under their shed. She was advised she can cut the vine. Upon visiting the residence in question it was determined there was never a pool recently put up as well. Upon further looking, it was discovered no permits were pulled for the fence or pool. Attempted contact at the residence three times with no answer. Mailed occupant a notice and to contact me.

Temporary signs removed up around GR/I96 corridor.

Complaint of a home owner adding onto an existing deck. No permit has been pulled. Attempt contact same day with children advising parents not home. Will establish contact and correct.

Phil Gensterblum

Deputy Zoning Administrator/Code Enforcement Officer

City Of Portland
Water Department
Monthly Water Report
July 2013

Monthly Water Production		Daily Water Production	
Well #4	45,000 Gallons	Well #4	1,452 Gallons
Well #5	0 Gallons	Well #5	0 Gallons
Well #6	11,941,000 Gallons	Well #6	385,194 Gallons
Well #7	0 Gallons	Well #7	0 Gallons
Daily Average Water Production For All Wells		386,646 Gallons	
Total Water Production For The Month		11,986,000 Gallons	
Total Water Production For The Previous Month		10,656,000 Gallons	
Total Production Increased By		1,330,000 Gallons	
Total Production For This Month From The Previous Year		19,030,000 Gallons	
Total Production Decreased By		7,044,000 Gallons	

Kenneth L Gensterblum
Water Technician

CITY OF PORTLAND

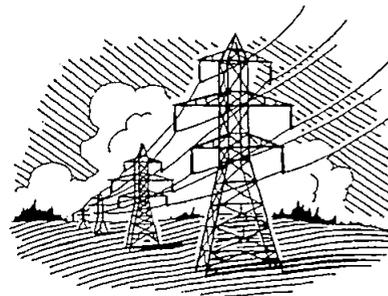
REPORT DATE
PERIOD COVERED

July 1, 2013
June 1-30, 2013

HYDRO GENERATION	216,000		
DIESEL PRODUCTION	0		
Kwh Purchased	2,550,215	Amount Paid	\$ 197,182.48
Total Kwh Purchased	2,550,215	Total Dollars Paid	\$ 197,182.48

Kwh Billed		Dollars Billed	
Residential	1,943,776	PCA Billed	\$ 18,433.81
Commercial	686,482	Residential	\$ 197,851.83
Large General	801,500	Residential EO Charge	\$ 2,464.23
City St. Lites Metered	23,071	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 72,824.97
Rental Lights		Commercial/LG EO Charge	\$ 2,567.18
Demand	2,687	Large General	\$ 55,929.85
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,969.24
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	3,457,516	Rental Lights	\$ 259.59
		Demand	\$ 15,793.36
Arrears after billing	\$ 19,362.79	Tax	\$ 14,444.36
Penalties Added	\$ 2,577.43		
Arrears end of month	\$ 28,547.37	Total Dollars Billed	\$ 384,099.87
Fuel Cost Billed	\$ 10,988.02		
Amount Collected	\$ 291,636.44	Power Cost Adj.	.00537
Total Adjustments	\$2,344.64		

Residential Customers		2,153
Commercial Customers		318
Large General		17
Total Customers	07/03/13	2,488



CITY OF PORTLAND

July-13

WATER DEPARTMENT REPORT

MONTH	Jun-13	PERIOD COVERED	June 1-30, 2013
Customers Billed		Penalties Added	\$ 417.76
City	1,842	Dollars Collected	\$ 45,110.47
Rural	27	Arrears at end of Month	\$ 6,034.49
Total Customers	1,869	Adjustments	\$ 360.49
		Gallons Pumped	10,656,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
Gallons Billed		Dollars Billed	
City	9,669,000		\$ 50,783.62
Rural	200,900		\$ 1,818.90
Total	<u>9,869,900</u>		<u>\$ 52,602.52</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,789	Dollars Billed	\$ 61,707.54
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 61,707.54

Penalties Added	\$ 638.39
Dollars Collected	\$ 64,401.30
Arrears at end of Month	\$ 9,639.30
Adjustments	\$ 529.64
Gallons Treated per Million	10.30





DATE: July 10, 2013

REPORT OF FUNDS IN DDA AS OF:

PRINCIPAL & INTEREST ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>06/20/13</u>	\$ 100,010.25
INTEREST EARNED:		\$ 4.11
DEPOSITS:		
CHECKS WRITTEN:		
NEW BALANCE:	<u>07/18/13</u>	<u>\$ 100,014.36</u>

REGULAR ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>06/20/13</u>	\$ 52,367.75
INTEREST EARNED:		\$ 2.23
DEPOSITS:		

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1292	AMERICAN RENTALS-2013 Wine The Walk rentals	\$ 853.75
1293	PASCHAL SECURITY SYSTEMS-Security for Wine The Walk event	\$ 285.00
1294	CITY OF PORTLAND-Postage, On The Street, telephone expenses	\$ 325.93

ACH TRANSFER-DDA REG ACCT TO DDA PRINCIPAL AND INTEREST ESCROW ACCT.	\$ -
ACH TRANSFER-P. Reagan wages/fringes for pay period: 6/4/13 to 6/17/13	\$ 2,006.07
ACH TRANSFER-P. Reagan wages/fringes for pay period: 6/18/13 to 7/1/13	\$ 2,075.74

TOTAL EXPENSES:	<u>\$ (5,546.49)</u>	
NEW BALANCE:	<u>07/18/13</u>	<u>\$ 46,823.49</u>

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



QUOTE **532134**

Customer# 19496

Date 06/13/2013

PORTLAND MAINSTREET PROGRAM
 ATTN: PATRICK REAGAN
 259 KENT ST.
 PORTLAND MI 48875

DELIVER TO BOARDWALK ALONG THE
 RIVER NEAR POWERS PARK. CALL
 PATRICK REAGAN WITH 1/2 HOUR
 LEAD TIME

 CustPO#: Billing: OneTime LAN Jas
 Deliver: 8/17/13 SAT Start: 8/17/2013 Grass PATRICK REAGAN 517-647-5027
 Pickup: 8/18/13 SUN End: 8/17/2013

Quantity	Description	Price	Amount
1	10X20 TWIN TUBE FRAME TENT	225.00	225.00
16	36" BISTRO TABLES	12.00 EA	192.00
4	36" ROUND COCKTAIL TABLE	12.00 EA	48.00
3	FRAME TENT LIGHTS	15.00 EA	45.00
75	BROWN CONTOUR CHAIRS	.95 EA	71.25
1	SATURDAY DELIVERY CHARGE	100.00	100.00
2	AMERI-CAN PORTABLE TOILET	65.00 EA	130.00
3	8' X 30" TABLES	7.50 EA	22.50
		Mileage charge:	20.00
		TOTAL:	853.75

**EXHIBIT B
CONTRACTOR'S COMPENSATION**

Event Rate : \$285.00

Holiday rates are billed according to Paschal Security Systems Holidays unless otherwise noted or agreed upon by both agencies.

TERMS OF PAYMENT:

Monthly billing statements will be emailed, faxed, or mailed to your company on the first on each month. Full payment is due within 14 days. Late payments are subject to a 3% late fee of the balance per month from the due date until paid. All payments should be mailed to:

**Paschal Security Systems
2720 Alpha Access Street
Suite C
Lansing, Michigan 48910
Email: paschal.paula@gmail.com
Office: 517.267.9629
Cell: 517.214.2972
Fax: 517.993-6275**

Emergency Contact: 517.214.2972

Vendor: 02066

TELNET WORLDWIDE INC.

Check #: 00000033947 07/01/13

Date	Invoice	Description/Detail	Amount
/2013	304738	PHONE SVC - CITY HALL	504.14
	101-172-851.000	TELEPHONE SERVICE	50.41
	101-201-851.000	TELEPHONE SERVICE	201.66
	101-209-851.000	TELEPHONE SERVICE	50.41
	101-751-851.000	TELEPHONE SERVICE	50.42
	101-728-956.000	MISCELLANEOUS EXPENSES	50.41
	105-254-851.000	TELEPHONE SERVICE	50.42
	208-690-851.000	TELEPHONE SERVICE	50.41

Total: 504.14

PRINTING SYSTEMS - Taylor, MI - 1-800-95-12345

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

CITY OF PORTLAND
259 KENT STREET
PORTLAND, MICHIGAN 48875

THE HUNTINGTON NATIONAL BANK
GRAND RAPIDS, MICHIGAN
74-347/724

033947

Date: 07/01/13

AMOUNT
\$504.14

Five Hundred Four and 14/100 Dollars**

PAY

CITY OF PORTLAND - PAYING ACCOUNT

James Haines

MAYOR

TO THE
OR

TELNET WORLDWIDE INC.
8020 SOLUTIONS CENTER

Monique Meltz

AP
CLERK

CHICAGO

IL 60677

033947 10724034731 011511282091

INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 000000694
Service Date: 06/07/2013
Invoice Date: 06/17/2013
Due Date: 07/17/2013

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - JUNE 2013	112.00	112.00
1	POSTAGE	8.28	8.28

Total Invoice:	120.28
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	120.28

INVOICE

CITY OF PORTLAND
CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
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Service Date: 06/07/2013
Invoice Date: 06/17/2013
Due Date: 07/17/2013

Property Address:
259 KENT ST.



INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000747
Service Date: 07/03/2013
Invoice Date: 07/09/2013
Due Date: 08/09/2013

7) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	JULY 2013 - ON THE STREET	112.00	112.00
1	POSTAGE	43.24	43.24

Total Invoice:	155.24
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	155.24

CITY OF PORTLAND
CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

(517) 647-3211

DDA
259 KENT ST.
AND, MI 48875

Customer ID: 00017
Invoice Number: 0000000747
Service Date: 07/03/2013
Invoice Date: 07/09/2013
Due Date: 08/09/2013

Property Address:
259 KENT ST.

INVOICE



GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 07/31/2013 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 248 - DDA FUND					
Revenues					
248-000-402.000	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00
248-000-551.000	RIVERSIDE FACADE GRANT	0.00	0.00	0.00	0.00
248-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST INCOME	0.00	0.00	0.00	0.00
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	0.00	0.00	0.00	0.00
248-000-678.010	REIMBURSEMENTS-RIVERFEST	0.00	0.00	0.00	0.00
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	0.00	0.00	0.00	0.00
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00
248-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	0.00
Expenditures					
Dept 275-ADMINISTRATION					
248-275-702.000	S & W FULLTIME	0.00	154.13	(154.13)	100.00
248-275-711.000	S & W HEALTH PREMIUMS	0.00	4.63	(4.63)	100.00
248-275-715.000	S & W SOCIAL SECURITY	0.00	12.15	(12.15)	100.00
248-275-717.000	LIFE/LTD INSURANCE	0.00	67.09	(67.09)	100.00
248-275-718.000	PENSION	0.00	299.61	(299.61)	100.00
248-275-719.000	OTHER FRINGE	0.00	0.00	0.00	0.00
248-275-720.000	WORKER'S COMPENSATION	0.00	0.00	0.00	0.00
248-275-723.000	UNEMPLOYMENT	0.00	0.00	0.00	0.00
248-275-730.000	POSTAGE	0.00	51.52	(51.52)	100.00
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	0.00	0.00	0.00	0.00
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	0.00	0.00	0.00	0.00
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	0.00	0.00	0.00	0.00
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	0.00	224.00	(224.00)	100.00
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	0.00	1,138.75	(1,138.75)	100.00
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	0.00	0.00	0.00	0.00
248-275-801.000	LEGAL SERVICE	0.00	0.00	0.00	0.00
248-275-802.000	AUDIT SERVICE	0.00	0.00	0.00	0.00
248-275-803.000	ENGINEERING SERVICE	0.00	0.00	0.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	0.00	0.00	0.00	0.00
248-275-806.000	DATA PROCESSING	0.00	0.00	0.00	0.00
248-275-851.000	TELEPHONE SERVICE	0.00	50.41	(50.41)	100.00
248-275-886.000	FIREWORKS (DDA)	0.00	0.00	0.00	0.00
248-275-902.000	ADVERTISING	0.00	0.00	0.00	0.00
248-275-938.000	M & R STREET LIGHTS	0.00	0.00	0.00	0.00
248-275-956.000	MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.00
248-275-958.000	DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00
248-275-967.001	FACADE RESTORATION (DDA)	0.00	0.00	0.00	0.00
248-275-992.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00
248-275-995.000	INTEREST PAYMENT	0.00	0.00	0.00	0.00
248-275-997.000	PAYING AGENT FEES	0.00	0.00	0.00	0.00
248-275-999.202	TRANSFER TO MAJOR STREETS	0.00	0.00	0.00	0.00
Total Dept 275-ADMINISTRATION		0.00	2,002.29	(2,002.29)	100.00



Portland Police Department

Jim Knobelsdorf, *Chief of Police*

Tom Dempsey
City Manager

Mr. Dempsey, per our conversation as it relates to the approval of the temporary permit request made by River Point Management Inc. (aka Duke's). Their request is that they be allowed to utilize part of the parking lot to hold a "Corn Hole tournament" on August 10th. They would be allowing their patrons to consume alcohol in the designated area that will have defined boundaries in place. They will not be setting up an outdoor bar as that would require a separate permit from the M.L.C.C.

I advised the manager Sean Thelen that their temporary fencing must be set up in such a way as to allow for its immediate removal if it were to become necessary for the Wastewater Department to access the man hole cover located at the point of the board walk where the Looking Glass river flows into the Grand River. Duke's assured me that it would be removed in minutes if necessary.

In reviewing the department's issuance of temporary licensing permits, I saw that this request has been made and approved in the past. I do not expect to encounter any problems with the approval of this year's request.

Respectfully,

James Knobelsdorf
Chief of Police

CHAIR
Chris Thelen
Consumers Energy

7/17/2013

VICE-CHAIR
Jason Eppler
City of Ionia

City of Portland
Tom Dempsey
259 Kent Street
Portland, MI 48875

TREASURER
Sue Dahms
Union Bank

SECRETARY

Dear Tom,

Terry Frewen
Coldwell Banker Realty
Frewen Real Estate

Thank you for your \$1327.50 commitment to Ionia County Economic Alliance. Your support of the ICEA is greatly appreciated and will help us meet our strategic goals for Ionia County.

Mark Bender
Village of Lake Odessa

The ICEA has taken a leadership role in enhancing the strength and competitiveness of industries in our County. With our partnership with the Right Place, your investment will help foster innovation in area manufacturing, develop opportunities for economic growth, as well as allow us to lead regional initiatives vital to keeping the West Michigan region competitive in the global marketplace.

Bill Kavanagh
First Bank

Robert Kjolhede
Ionia County
Intermediate Schools

We would encourage an opportunity to meet with you or your team to discuss the activities or services of the Ionia County Economic Alliance. Please let us know what time is convenient for you.

Mathew Macauley
Bellamy Creek
Correctional Facility

Susan Hatto
Montcalm
Community College

Your continued support and partnership is greatly appreciated.

Roger Wills

Randy Zenk
Village of Pewamo

Sincerely,

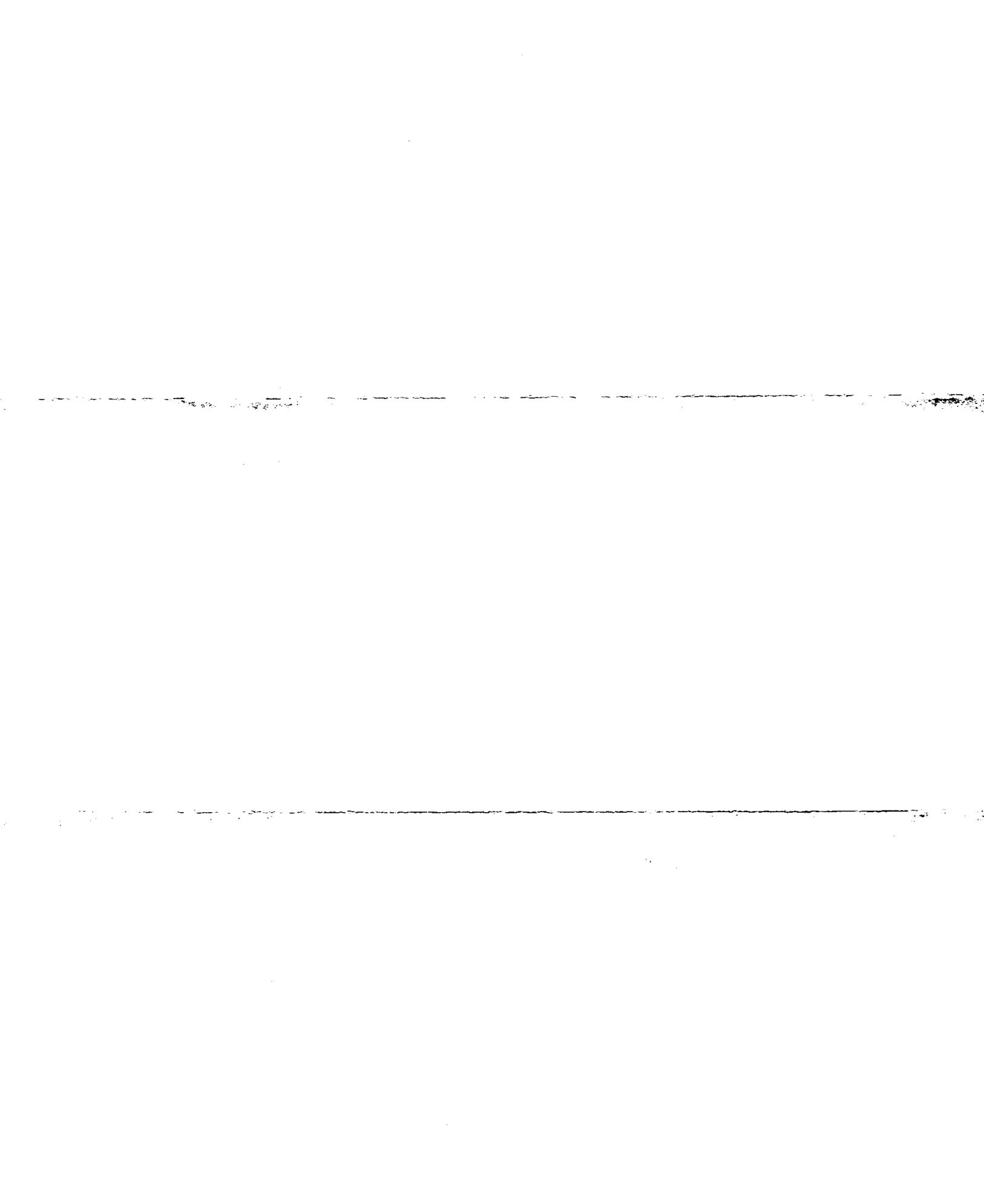


Stephanie Hurlbut
Ionia County
Administrator
Ex-Officio with Voting Rights

Jim Banks
Ionia County Commissioner
Ex-Officio with Voting Rights

Terry Frewen
Ionia County Economic Alliance

Twayne Howard
The Right Place
Ex-Officio with Voting Rights





2512 Lansing Road
Charlotte, Michigan 48813

July 15, 2013

Tom Dempsey, City Manager
City of Portland
259 Kent St.
Portland, MI 48875

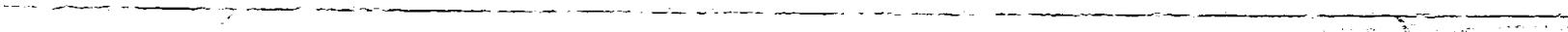
Effective August 20, 2013 the WOW! Late Fee will change from \$5 to \$8. Late fees are assessed if a subscriber's full payment is not received in by the due date. WOW! offers customers several convenient ways to pay their bills:

- Customers can pay by mail
- Online at portal.wowway.com
- By phone at 1-866-496-9669
- Local Payment Centers listed on wowway.com

Customers will be impacted by this fee change as their bills cycle 8/20/13 and after.

Regards,

Christian Andersen
System Manager
candersen@wideopenwest.com
517.319.3150





2512 Lansing Road
Charlotte, Michigan 48813

July 15, 2013

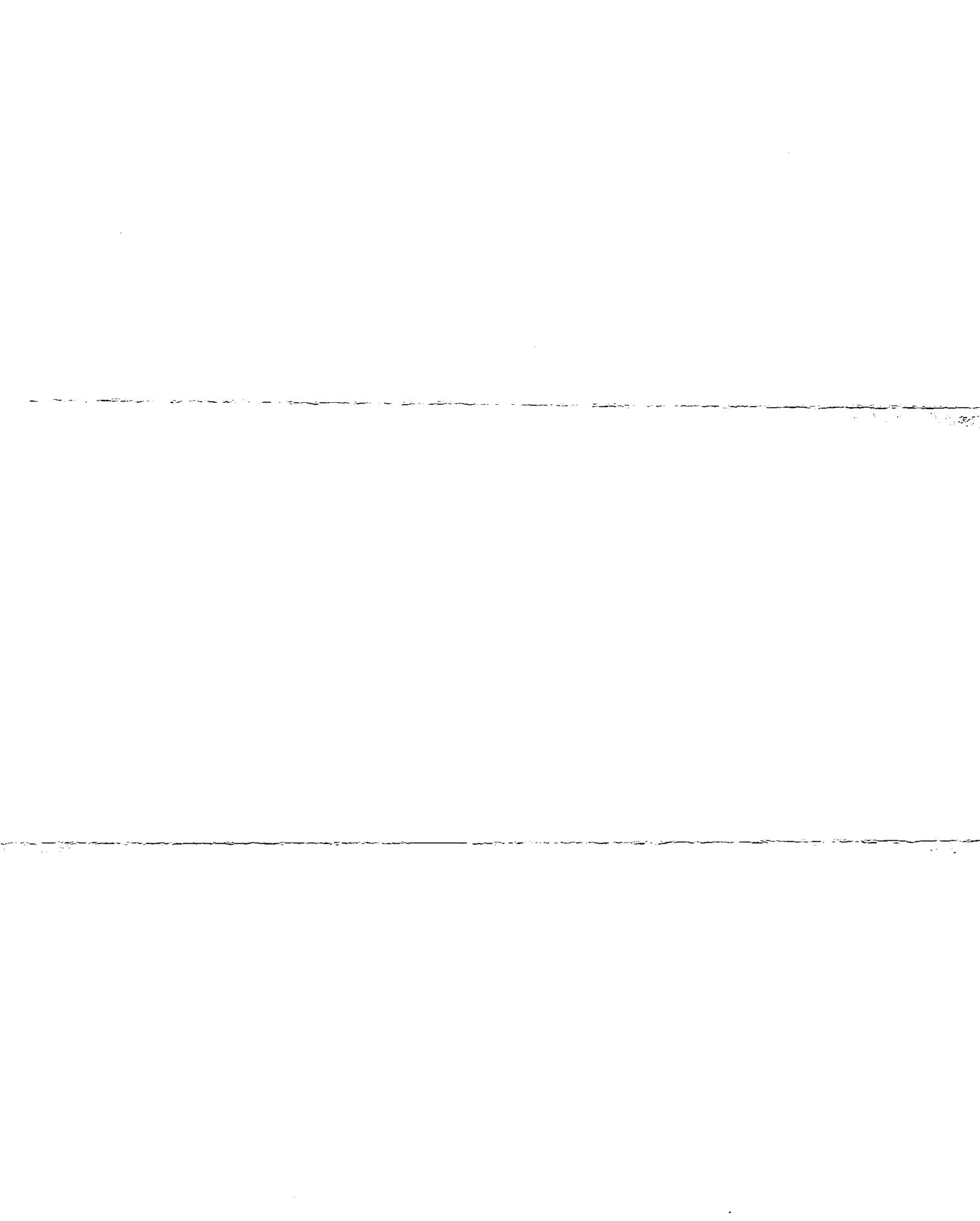
Tom Dempsey, City Manager
City of Portland
259 Kent St.
Portland, MI 48875

WOW! is currently negotiating with Bloomberg to continue carriage of their service. However, it will be removed from all WOW! lineups on August 15, 2013, if an agreement is not reached by that date. Because it is uncertain if the network will be dropped, we need to start a 30 day notification to our customers and franchise holders to let them know that Bloomberg may indeed be dropped. Bloomberg is currently carried on channel 115 in our Digital and Signature and HD Package.

Customers will be notified via a legal ad in the newspapers in areas we serve on Tuesday, July 16, 2013 of this potential network drop. We will follow up with any additional communications for customers once we know for certain what will happen with Bloomberg.

Regards,

Christian Andersen
System Manager
candersen@wideopenwest.com
517.319.3150





2512 Lansing Road
Charlotte, Michigan 48813

July 19, 2013

Tom Dempsey, City Manager
City of Portland
259 Kent Street
Portland, Michigan 48875

This letter is to advise of some upcoming changes in the WOW! Grand Rapids lineup serving our subscribers in your area.

Effective August 20, 2013, WXSP (WOOD DT2) Channel 151, will no longer be available on the WOW! Grand Rapids lineup. This programming from WXSP will remain available on Channel 7. On this same date Bounce TV (a WOOD multicast) will become available on channel 151 and This TV (a WXMI multicast) will become available on Channel 159 on the lineup.

Regards,

A handwritten signature in black ink, appearing to read "CA", is positioned above the typed name of the sender.

Christian Andersen
System Manager
candersen@wideopenwest.com
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IONIA COUNTY BOARD OF COMMISSIONERS
"Collaborating For Safe, Strong and Healthy Communities"

Committee-of-the-Whole Agenda

July 16, 2013

4:00 p.m.

- 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. Departmental Reports
 - 1. Register of Deeds
 - 2. Central Dispatch
 - 3. MSU Extension
 - 4. Building Codes
 - 5. Emergency Management
 - 6. Circuit Court
 - B.
 - C.
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Executive Session
- XI. Adjournment

IONIA COUNTY BOARD OF COMMISSIONERS
“Collaborating For Safe, Strong and Healthy Communities”

Agenda
July 23, 2013
7:00 p.m.

Page Memorial Building - Lake Odessa

- 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. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of June 2013 - \$1,393,864.29
 - D. Approve payment of Health Fund bills - \$103,393.81
 - E.
- VIII. Unfinished Business**
 - A. Economic Development Corporation/Brownfield Redevelopment Authority – To fill vacancy expiring 2014.
- IX. New Business**
 - A. Trash Removal & Recycling Services Agreement
 - B. Area Agency on Aging of Western Michigan – Annual Implementation Plan for Fiscal Year 2011
 - C. Temporary Increase – Health Department Staff
 - D. Increase in Health Department’s Emergency Preparedness Coordinator Hours
 - E. Health Department Speech Therapy Referral Agreement
 - F. Michigan Department of Human Services Agreement
 - G. Resolution for Partial Termination of PA 116

- H. Appointment to Community Corrections Advisory Board – Police Chief Representative
- I.
- X. Reports of Officers, Boards, and Standing Committees
 - A. Chairperson
 - B. County Administrator
- XI. Reports of Special or Ad Hoc Committees
- XII. Public Comment (3 minute time limit per speaker)
- XIII. Executive Session
- XIV. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – One three-year term expiring April 2014.
- Comprehensive Economic Development Strategy Committee – Two one-year terms expiring in December 2013. One Public Representative and one Private Sector Representative.

Appointments for consideration in the month of August 2013: None

Appointments for consideration in the month of September 2013:

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

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR CONSUMERS ENERGY COMPANY ELECTRIC CUSTOMERS
CASE NO. U-16012

- Consumers Energy Company seeks Michigan Public Service Commission approval for final reconciliation of electric restructuring implementation costs previously approved for recovery with cost recovery.
- 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: July 30, 2013, 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 Sharon L. Feldman

LOCATION: Constitution Hall
525 West Allegan
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) 241-6160 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) May 31, 2013 application, which seeks Commission authorization to collect the underrecovery amount of \$157,551 from its small commercial and industrial customers (<15kW) without interest 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/mpscdockets. 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: mpscdockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: mpscdockets@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 July 23, 2013. (Petitions to intervene may also be

filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information: 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 Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

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, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6180.

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.; 1982 PA 304, as amended, MCL 460.6j et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 2008 PA 295, MCL 460.1001 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

July 2, 2013